

**NORTHERN NEVADA WATER PLANNING COMMISSION  
("NNWPC")  
AGENDA**

Wednesday, October 7, 2015

1:30 p.m.

Washoe County Commission Chambers  
1001 East Ninth Street  
Reno, Nevada

**Notes:**

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 "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 the items on the agenda is available to members of the public at the NNWPC offices, 1001 E. Ninth St., Reno, NV, from June Davis, Administrative Secretary, (775) 954-4665, and on the NNWPC website at <http://www.nnwpc.us>
5. In accordance with NRS 241.020, this agenda closes three working days prior to the meeting. 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 954-4665 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.), Truckee Meadows Water Authority (1355 Capital Blvd.), Washoe County Administration Building (1001 E. Ninth Street), South Valleys Library (15650A Wedge Parkway), the NNWPC website: <http://www.nnwpc.us> and the State of Nevada Website: <https://notice.nv.gov>

1. Roll Call and determination of presence of a quorum. \*
2. Public Comments. \* (Three-minute time limit per person.)
3. Approval of agenda. **(For Possible Action)**
4. Approval of the minutes from the September 2, 2015, meeting. **(For Possible Action)**
5. Report on the "Cost and Finance" chapter for the 2016 Regional Water Management Plan ("RWMP") update; discussion and possible direction to staff – Catherine Hansford, Hansford Economic Consulting ("HEC") and Jim Smitherman, NNWPC Water Resources Program Manager. **(For Possible Action)**
6. Discussion and possible approval of a revised scope of work and a \$1,424 budget increase for the "Cost and Finance" chapter for the 2016 RWMP update, and if approved, authorize the Program Manager to execute an amendment to the agreement with HEC for that purpose; and possible direction to staff – Jim Smitherman. **(For Possible Action)**

7. Discussion and possible recommendation to the Western Regional Water Commission ("WRWC") to ratify the NNWPC Program Manager's execution of amendments in cumulative totals over \$25,000 each to continue agreements for the Certified Landscape Technician program, through the Nevada Landscape Association, and the Truckee River Information Gateway ("TRIG"), through the City of Reno; and possible direction to staff – Jim Smitherman. **(For Possible Action)**
8. Discussion and possible recommendation to the WRWC to approve and adopt an Amendment to Resolution No. 3, clarifying the authority delegated to Jim Smitherman to approve invoices and in-budget expenditures, and to sign contracts, and delegating certain additional authority to him; and possible direction to staff – John Rhodes, NNWPC Legal Counsel, and Jim Smitherman. **(For Possible Action)**
9. Discussion and possible recommendation to the WRWC to approve the First Amendment to the Interlocal Agreement with the Desert Research Institute ("DRI") for continuing maintenance of the Washoe Evapotranspiration ("WET") project, in an amount not to exceed \$10,000 from the Regional Water Management Fund ("RWMF"), and extending the Agreement for a term of one year; and possible direction to staff – Jim Smitherman. **(For Possible Action)**
10. Discussion and possible recommendation to the WRWC to approve extending the following two Interlocal Agreements for a term of one year at no additional cost; and possible direction to staff – Jim Smitherman. **(For Possible Action)**
  - 10-A) First Amendment to the Interlocal Agreement with DRI to continue work on the WET project upgrades; and,
  - 10-B) First Amendment to the Interlocal Agreement with Washoe County, to continue Phase II of the Septic Nitrate Study.
11. Discussion and possible direction to staff regarding any chapters of the RWMP previously reviewed by the NNWPC in relation to the 2016 RWMP update – Jim Smitherman. **(For Possible Action)**
12. Program Manager's Report – Jim Smitherman. \*
  - a. Report on the Status of Projects and Work Plan Supported by the Regional Water Management Fund ("RWMF");
  - b. Financial Report on the RWMF; and,
  - c. Report on the Truckee Meadows Regional Planning Agency's parcel-based population and employment modeling project.
13. Discussion regarding possible agenda items for the November 4, 2015 NNWPC meeting, and other future meetings, and possible direction to staff – Jim Smitherman. **(For Possible Action)**
14. Commission comments. \*
15. Staff comments. \*

16. Public Comments. \* (Three-minute time limit per person.)

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

\*Indicates a non-action item

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

**Wednesday, September 2, 2015**

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 Enloe at 1:30 p.m.

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

*Voting Members Present:* John Enloe, George Ball (arrived at 1:35 p.m.), Michael DeMartini, Michael Drinkwater, Mickey Hazelwood, Danielle Henderson, John Martini, and David Solaro.

*Voting Members Absent:* Darrin Price, John Flansberg, John Erwin, and Brian Wadsworth.

*Non-Voting Members Present:* Thomas Pyeatte.

*Non-Voting Members Absent:* My-Linh Nguyen, Chris Anderson, Harry Fahnestock, and Cindy Turiczek.

*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 MARTINI MADE A MOTION TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER DRINKWATER. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**4. Approval of the Minutes from the August 5, 2015, Meeting (For Possible Action)**

COMMISSIONER MARTINI MADE A MOTION TO APPROVE THE AUGUST 5, 2015, MINUTES, SECONDED BY COMMISSIONER DRINKWATER. THE MOTION CARRIED UNANIMOUSLY WITH SEVEN (7) MEMBERS PRESENT.

**5. Report on the Central Truckee Meadows Remediation District ("CTMRD") – Chris Benedict, Ph.D., CTMRD Water Resources Program Manager**

Chris Benedict, CTMRD, presented information on the program background, current operations and maintenance, and the CTMRD Capital Improvement Program ("CIP"), which includes two granular activated treatment systems and additional wellhead treatment systems for currently untreated wells in anticipation of possible future changes to the PCE drinking water standards.

*[Commissioner Ball arrived at 1:35 p.m.]*

Commissioner Drinkwater asked about the feasibility of discharging to the Truckee Meadows Water Reclamation Facility ("TMWRF") for treatment instead of wellhead treatment. Mr. Benedict stated that it would be expensive and would depend on the ability of TMWRF to accommodate the flows.

Chairman Enloe asked about annual revenue and capital reserve. Mr. Benedict stated that they currently bring in \$1.25 million annually and currently have \$6.2 million in reserve.

Chairman Enloe asked if the packed tower aerators could treat the water to the level being considered for PCE drinking water standards. Mr. Benedict responded that would depend on the influent concentration and that he would have to perform some calculations to be sure.

**6. Presentation of comments received on the “Wastewater, Storm Water, Water Quality” chapter of the 2016 Regional Water Management Plan (“RWMP”) update; discussion and possible direction to staff – Jim Smitherman, NNWPC Water Resources Program Manager. (For Possible Action)**

Jim Smitherman reviewed preliminary comments on this chapter included in the staff report.

Commissioner Drinkwater suggested including the Rios Project as an effort that is underway.

No action was taken.

**7. Presentation of staff comments on the “Issues and Action Plan” chapter for the 2016 RWMP update; discussion and possible direction to staff – Chris Wessel, Water Management Planner. (For Possible Action)**

Chris Wessel reviewed preliminary comments on this chapter included in the staff report.

Mr. Smitherman confirmed that numbers included in the RWMP will change as they look at where they are today and what future projections are.

Commissioner Martini stated that the City of Sparks will have comments for this chapter in the future.

Commissioner Martini stated that language regarding Truckee River Operating Agreement (“TROA”) and the Flood Project will need to be updated.

Commissioner Henderson stated that the Flood Project section will probably be totally rewritten.

Chairman Enloe stated that the Truckee Meadows Water Authority (“TMWA”) is making progress on the draft Water Resource Plan.

No action was taken.

**8. Discussion and possible direction to staff regarding any chapters of the RWMP previously reviewed by the NNWPC in relation to the 2016 RWMP update – Jim Smitherman. (For Possible Action)**

No action was taken.

**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”);
- b. Financial report on the RWMF;
- c. Report on the Truckee Meadows Regional Planning Agency’s parcel-based population and employment modeling project

Mr. Smitherman reported that the standard items are included in the Program Manager’s Report.

Mr. Smitherman reported on the status of the Housing Study the Truckee Meadows Regional Planning Agency (“TMRPA”) is undertaking.

Commissioner Drinkwater asked about the status of the Highland Canal Improvements. Mr. Smitherman stated that the project is on hold pending an engineer’s estimate that came back higher than originally estimated.

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

Mr. Smitherman stated the potential future agenda items will include:

- Report from effluent management strategy working group
- RWMP chapters for review; and any other standing items.

No action was taken.

**11. Commission Comments**

None

**12. Staff Comments**

None

**13. Public Comment**

None

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

The meeting was adjourned at 2:08 p.m.

Respectfully submitted by Christine Birmingham.

Approved by:

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John Enloe, Chairman

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

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015  
**TO:** Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)  
**FROM:** Jim Smitherman, NNWPC Water Resources Program Manager  
**SUBJECT:** Discussion and possible approval of a revised scope of work and a \$1,424 budget increase for the "Cost and Finance" chapter for the 2016 RWMP update, and if approved, authorize the Program Manager to execute an amendment to the agreement with Hansford Economic Consulting (“HEC”) for that purpose; and possible direction to staff

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### SUMMARY

In June 2015, Catherine Hansford discussed the possibility of adding a task to the scope of work for the update of the RWMP “Costs and Finance” chapter. The proposed task would examine the cumulative effect of connection fees and impact fees for similar types of residential developments in different locations within the Truckee Meadows Service Area (“TMSA”). The NNWPC invited Ms. Hansford to present a proposal at a later date (attached).

The task is relevant because the costs and finance elements required by statute to be in the RWMP include the impact of the costs of connecting to a system for supplying water. In addition, discussions with Truckee Meadows Regional Planning Agency staff concerning their ongoing Housing Study indicate that the study would benefit from the additional data, and completion of the task would avoid a possible duplication of effort.

### RECOMMENDATION

Staff recommends that the NNWPC review and approved the proposed scope of work revision and corresponding budget increase, and authorize the Program Manager to execute an amendment to the agreement with HEC for that purpose.

JS:jd

Attachment: HEC Proposal

September 20, 2015

Jim Smitherman, Water Resources Program Manager  
Northern Nevada Water Planning Commission  
4930 Energy Way Reno, NV 89502

Subject: **Chapter 8 Regional Water Management Plan Update**

Dear Jim:

Hansford Economic Consulting (HEC) is pleased to provide this proposal to continue assisting the Northern Nevada Water Planning Commission (NNWPC) staff prepare the 2015-2035 Regional Water Management Plan (RWMP).

#### **CURRENT SCOPE OF SERVICES**

HEC is currently authorized to prepare Chapter 8 of the Regional Water Management Plan 'Financing' by completing four tasks. These are summarized here:

##### **Task 1. Interview service providers.**

- The goal of the interviews is to discuss and understand major capital improvement needs over the RWMP timeframe (next 20 years) and to document the rate and fee setting practices of each service provider.

##### **Task 2. Sources and Uses of Funding.**

- Major capital improvements and associated costs for water, wastewater, reclaimed water, flood, and storm drainage will be summarized. Costs of improvements will be obtained from each agency's 5-year Capital Improvement Plans (CIP). HEC will show the portion of CIP costs attributable to existing versus future users.
- To estimate all infrastructure costs for existing users over a 20-year period an asset replacement analysis will be conducted. The asset replacement analysis will provide an indication of investment that should be collected for in rates for existing major infrastructure exclusive of new infrastructure necessary for growth.
- HEC will examine the costs of new infrastructure to be borne by future users beyond the CIPs timeframes by determining an average cost per service population for new infrastructure by area/location and applying these to population/employment projections used in the Regional Water Management Plan. Trigger points for major facilities such as treatment facilities for wastewater will be discussed with service providers and costs will be ballpark figures.
- Geographic differences in costs for existing and future users will be described. All costs will be compared on the basis of a typical single family home (typically referred to as an 'equivalent dwelling unit').
- Potential funding sources will be described. An estimate of potential financial impacts to existing and future customers will be provided.



**Task 3. Prepare Chapter 8.**

- HEC will prepare a draft chapter based on information gathered and analysis in tasks 1 and 2. A preliminary draft version will be provided to NNWPC staff for review. HEC will incorporate staff comments into a draft chapter for NNWPC Board review. The final version will be provided in electronic Word file format.

**Task 4. Meetings / Presentations.**

- HEC has included up to three meetings with staff and/or the NNWPC Board. This task includes time for preparation of materials as well as meeting time.

**REQUESTED AMENDMENT TO SCOPE OF SERVICES**

This letter asks for the addition of a new task, task 5, which may be included in the updated Chapter 8 or as a standalone technical memorandum, based on NNWPC direction. Section 42.7 of the WRWC Act requires that effect of funding alternatives on other facilities included in the Comprehensive Plan be examined as well as all direct and indirect costs of connecting to a system for supplying water. Task 5 addresses these requirements by looking at total fee burdens on new developments.

In addition, this letter requests moving budget between tasks 1 through 4 to allow for four, rather than three, meetings and/or presentations.

**Task 5. Fee Burden Analysis**

Impact and/or connection fees need to be within a range that keeps development financially feasible for developers. While each service provider develops their own development fees for new infrastructure and services, the cumulative impact of fees may be overlooked. Developers have to account for all development impact fees in their financial feasibility analysis. The cumulative financial burden of fees can result in one area being more favorable for development than another. With the long-term goal of the region to increase development within the McCarran ring, most particularly in Transit Oriented Corridors and Regional Centers, there is regional interest in looking for incentives to encourage development in these infill, rather than greenfield, areas. Impact or connection fee structures are one way in which developers can be incentivized to develop in the infill areas.

The goal of task 5 is to examine the cumulative effect of connection/impact fees for a similar type of development in different parts of the region to understand the differences in total development costs. This task is limited to calculating fee burdens, it does not examine policy implications or potential fee structures for service providers to further the regional goal of greater infill development.

The financial feasibility of a development project to home builders and nonresidential commercial builders can be assessed by examining residual value of land and the total infrastructure cost burden for each developable land use. These tests provide tools to determine the maximum financial burden a development can carry and maintain profitability. HEC proposes conducting these tests for different residential prototypes. Non-residential analysis would be outside of the proposed budget for this task at this time.

**ESTIMATED BUDGET AND SCHEDULE**

HEC's current authorized budget is \$23,575 for Tasks 1 through 4. HEC requests increasing the authorized budget by \$1,424 to a total of \$24,999. The proposed change in budget by task is shown below.

| <b>Task</b>                    | <b>Authorized Budget</b> | <b>Adjusted Budget</b> | <b>New Budget</b> |
|--------------------------------|--------------------------|------------------------|-------------------|
| 1: Interview Service Providers | \$7,750                  | -\$3,250               | \$4,500           |
| 2: Sources & Uses of Funding   | \$6,700                  | -\$150                 | \$6,550           |
| 3: Prepare Chapter 8           | \$5,950                  | -\$400                 | \$5,550           |
| 4: Meetings / Presentations    | \$1,575                  | \$525                  | \$2,100           |
| 5: Fee Burden Analysis         | \$0                      | \$5,625                | \$5,625           |
| Direct Expenses                | \$1,600                  | -\$926                 | \$674             |
| <b>TOTAL</b>                   | <b>\$23,575</b>          | <b>\$1,424</b>         | <b>\$24,999</b>   |

HEC will complete the proposed tasks to meet the revised RWMP completion schedule with new deliverable dates as needed. Completion of tasks 1 through 3 is anticipated to take approximately two months and completion of tasks 4 and 5 a further two months.

Please review this proposal and call with any questions or comments.

Sincerely,



Catherine R. Hansford  
HANSFORD ECONOMIC CONSULTING

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015  
**TO:** Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)  
**FROM:** John Rhodes, NNWPC Legal Counsel, and Jim Smitherman  
**SUBJECT:** Discussion and possible recommendation to the Western Regional Water Commission (“WRWC”) to ratify the NNWPC Program Manager's execution of amendments in cumulative totals over \$25,000 each to continue agreements for the Certified Landscape Technician program, through the Nevada Landscape Association, and the Truckee River Information Gateway (“TRIG”), through the City of Reno; and possible direction to staff

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### SUMMARY

The Certified Landscape Technician program is a hands-on testing program administered in northern Nevada by the Nevada Landscape Association. The TRIG website and database was created in 2004 and functions as a technical clearinghouse for all local, regional, and state governmental entities to share data, technical papers, and other important content collected on the Truckee River and its watershed. Both of these projects have received continuing funding from the NNWPC/WRWC, through the Regional Water Management Fund (“RWMF”), as described below.

### BACKGROUND

At a regular meeting held June 9, 2009, the WRWC Board of Trustees adopted Resolution No. 3, delegating the following authority to Jim Smitherman:

- 1) to approve all invoices submitted to the WRWC; and
- 2) to approve in-budget expenditures from the RWMF not to exceed \$25,000 per project upon recommendation of the NNWPC, and to sign contracts for the same.

A review of the minutes of the meeting referred to above confirms that the \$25,000 limit was intended to be an aggregate or cumulative total per project.

### PREVIOUS ACTION

The two projects in issue have been approved and have received continued funding upon recommendation of the NNWPC as follows:

#### **Certified Landscape Tech – NLA**

- 1/16/09 – 1/1/10 for \$8,120
- 2/8/10 – 12/30/11 for \$25,000
- 4/12/12 – 12/31/13 for \$12,500
- 7/1/14 – 6/30/15 for \$12,500
- 7/1/15 – 6/30/16 for \$12,500

#### **TRIG – Reno**

- 7/1/10 – 6/30/11 for \$7,500
- 7/1/11 – 6/30/12 for \$7,500
- 7/1/12 – 6/30/13 for \$7,500
- 7/1/13 – 6/30/14 for \$7,500
- 7/1/14 – 6/30/15 for \$7,500
- 7/1/15 – 6/30/16 for \$7,500

Because the cumulative total expenditures for each of the above projects exceeds the \$25,000 limit imposed by Resolution No. 3, Legal Counsel recommends that the WRWC ratify and approve those expenditures, and the Program Manager's execution of amendments to agreements to continue those projects.

**FISCAL IMPACT**

None.

**RECOMMENDATION**

Legal counsel and Staff request that the NNWPC make a recommendation to the WRWC to ratify and approve the expenditures in issue, and the Program Manager's execution of amendments to agreements to continue the two projects.

JR:jd

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015  
**TO:** Northern Nevada Water Planning Commission ("NWPC")  
**FROM:** John B. Rhodes, NNWPC Legal Counsel  
**SUBJECT:** Discussion and possible recommendation to the Western Regional Water Commission ("WRWC") to approve and adopt an Amendment to Resolution No. 3, clarifying the authority delegated to Jim Smitherman to approve invoices and in-budget expenditures, and to sign contracts, and delegating certain additional authority to him; and possible direction to staff.

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### **SUMMARY AND PREVIOUS ACTION**

At a regular meeting held June 9, 2009, the WRWC Board of Trustees adopted Resolution No. 3, delegating the following authority to Jim Smitherman:

- 1) to approve all invoices submitted to the WRWC; and
- 2) to approve in-budget expenditures from the Regional Water Management Fund ("RWMF") not to exceed \$25,000 per project upon recommendation of the NNWPC, and to sign contracts for the same.

The attached Amendment proposed by Legal Counsel and Staff will delegate the following additional authority to Mr. Smitherman:

- 1) to sign contracts and amendments to contracts for the same project upon recommendation of the NNWPC, in cumulative amounts in excess of \$25,000, but not to exceed \$50,000; and
- 2) to approve in-budget expenditures from the RWMF not to exceed \$10,000 per item for routine operating expenses, following adoption of each annual Final Budget, without further recommendation of the NNWPC, and to sign contracts for the same.

### **FISCAL IMPACT**

No fiscal impact

### **RECOMMENDATION**

Legal Counsel and Staff request that the NNWPC recommend that the WRWC approve and adopt the proposed Amendment to Resolution No. 3.

### **POSSIBLE MOTION**

"Move to recommend that the WRWC approve and adopt the proposed Amendment to Resolution No. 3."

Attachment

## WESTERN REGIONAL WATER COMMISSION

### RESOLUTION NO. 3 AS AMENDED NOVEMBER 18, 2015

#### A RESOLUTION DELEGATING CERTAIN AUTHORITY TO THE WESTERN REGIONAL WATER COMMISSION PROGRAM MANAGER

**WHEREAS**, at a regular meeting held December 12, 2008, the Board of Trustees of the Western Regional Water Commission (the "Board") voted to designate Jim Smitherman, Western Regional Water Commission Water Resources Program Manager, as the person authorized to approve invoices submitted to the Western Regional Water Commission, and approve in-budget expenditures from the Western Regional Water Management Fund not to exceed \$25,000 upon recommendation of the Northern Nevada Water Planning Commission, including the authority to authorize routine operational expenditures; and

**WHEREAS**, at a regular meeting held June 9, 2009, the Board adopted Resolution No. 3, delegating certain authority to Jim Smitherman; and legal counsel for the Board has recommended that the above action be clarified by the adoption of this formal Resolution.

**WHEREAS**, the Board desires to amend Resolution No. 3, to clarify the authority delegated, and to delegate additional authority to Jim Smitherman as provided below.

**NOW, THEREFORE, IT IS RESOLVED** that Jim Smitherman, Western Regional Water Commission Water Resources Program Manager, be, and is hereby, designated as the person authorized to approve invoices submitted to the Western Regional Water Commission, and is delegated the authority to do so.

**IT IS FURTHER RESOLVED** that Jim Smitherman, Western Regional Water Commission Water Resources Program Manager be, and is hereby, delegated the authority to approve in-budget expenditures from the Western—Regional Water Management Fund not to exceed \$25,000 per project upon recommendation of the Northern Nevada Water Planning Commission, and to sign contracts for the same; and additionally, upon recommendation of the Northern Nevada Water Planning Commission, to sign contracts or amendments to contracts for the same project in cumulative amounts in excess of \$25,000, but not to exceed \$50,000.

**IT IS FURTHER RESOLVED** that Jim Smitherman, Western Regional Water Commission Water Resources Program Manager be, and is hereby, delegated the authority to approve in-budget expenditures from the Regional Water Management Fund not to exceed \$10,000 per item for routine operating expenses, following adoption of each annual Final Budget, without further recommendation of the Northern Nevada Water Planning Commission, and to sign contracts for the same.

WESTERN REGIONAL WATER COMMISSION

RESOLUTION NO. 3 (continued)  
AS AMENDED NOVEMBER 18, 2015

Upon motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was approved and adopted January 9, 2009, by the following vote of the Board of Trustees:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_ Absent: \_\_\_\_\_

Dated: November 18~~January 9~~, 2015~~09~~

\_\_\_\_\_

Chairman, WRWC Board

STATE OF NEVADA

COUNTY OF WASHOE

On the 18<sup>th</sup> day of November~~January~~, 2015~~09~~, personally appeared before me, a Notary Public, Vaughn Hartung\_\_\_\_\_, known to me to be the Chairman of the Board of Trustees of the Western Regional Water Commission, who acknowledged that he executed the foregoing Resolution.

\_\_\_\_\_  
Notary Public

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015

**TO:** Chairman and Members, Northern Nevada Water Planning Commission

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

**SUBJECT:** Discussion and possible recommendation to the Western Regional Water Commission ("WRWC") to approve the First Amendment to the Interlocal Agreement with Desert Research Institute ("DRI") for continuing maintenance of the Washoe Evapotranspiration ("WET") project, in an amount not to exceed \$10,000 from the Regional Water Management Fund ("RWMF"), and extending the Agreement for a term of one year; and possible direction to staff.

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### **SUMMARY**

DRI currently provides maintenance and data acquisition for four weather stations associated with the WET project. The proposed scope of work for an amount not to exceed \$10,000 for fiscal year ("FY") 2015-2016 will ensure program continuity for the coming year. The proposal will include maintenance of any additional weather stations added to the project within the time frame of the contract.

WRWC Resolution No. 3 delegates to Jim Smitherman, WRWC Program Manager, the authority to approve in-budget expenditures from the RWMF not to exceed \$25,000 per project upon recommendation of the Northern Nevada Water Planning Commission, and to sign contracts for the same. To date, two Interlocal Agreements ("ILA") with DRI for this project have been executed by Mr. Smitherman pursuant to that authority. The aggregate total of the ILAs is \$20,000. The recommended Amendment will cause the aggregate project amount to exceed the \$25,000 limit, and will require approval by the WRWC.

### **FISCAL IMPACT**

Fiscal impact of this item will not exceed a total of \$10,000 from the RWMF for FY 2015-2016. Funding for the proposed scope of work was approved as part of the WRWC FY 2015-2016 budget under Fund 766, WP310100.2, general ledger account number 710100.

### **RECOMMENDATION**

Staff recommends that the NNWPC make a recommendation to the WRWC for approval of the scope of work for continuing maintenance of the WET Project in an amount not to exceed \$10,000 from the RWMF for FY 2015-2016, and authorize the Chairman to execute an appropriate Amendment to the ILA for that purpose.

CW:jd



# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015

**TO:** Chairman and Members, Northern Nevada Water Planning Commission (“NNWPC”)

**FROM:** Jim Smitherman, NNWPC Water Resources Program Manager

**SUBJECT:** Discussion and possible recommendation to the WRWC to approve extending the following two Interlocal Agreements for a term of one year at no additional cost; and possible direction to staff:

- 10-A) First Amendment to the Interlocal Agreement with the Desert Research Institute (“DRI”) to continue work on the Washoe Evapotranspiration (“WET”) project upgrades; and,
- 10-B) First Amendment to the Interlocal Agreement with Washoe County, to continue Phase II of the Septic Nitrate Study

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### SUMMARY

The following two Interlocal Agreements require one-year extensions. Each agreement has an unexpended balance that is sufficient to complete the project.

- A) First Amendment to an Interlocal Agreement with DRI to continue work on WET project upgrades to better represent irrigation season weather conditions in the planning area. Remaining upgrades include adding weather stations to the program network in Lemmon Valley and Cold Springs Valley, bringing the total to 7 stations. Approximately \$25,000 remains available in FY 15-16 to complete the project.
- B) First Amendment to the Interlocal Agreement with Washoe County to continue Phase II of the Septic Nitrate Study. Work on this project was stopped temporarily because of the transfer of key staff to the Truckee Meadows Water Authority. Washoe County engineering staff is available to continue work. Approximately \$128,000 remains available in FY 15-16 to complete the project.

### RECOMMENDATION

Staff requests that the NNWPC make a recommendation to the WRWC to approve the requested extensions and authorize the Chairman to execute the appropriate amendments to the Interlocal Agreements.

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015

**TO:** Chairman and Members, Northern Nevada Water Planning Commission  
("NNWPC")

**FROM:** Jim Smitherman, NNWPC Water Resources Program Manager

**SUBJECT:** Discussion and possible direction to staff regarding any chapters of the Regional Water Management Plan ("RWMP") previously reviewed by the NNWPC in relation to the 2016 RWMP update.

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### SUMMARY

This agenda item is intended to be one in a series of standing items, ending upon the NNWPC's final recommendation to the Western Regional Water Commission concerning the 2016 RWMP update. Under this item, NNWPC members may discuss, and the NNWPC may direct staff on the subjects of any of the RWMP chapters reviewed, since the December 2014 meeting, in relation to the 2016 update.

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** October 1, 2015  
**TO:** Chairman and Members, Northern Nevada Water Planning Commission  
**FROM:** Jim Smitherman, Water Resources Program Manager  
**SUBJECT:** Program Manager's Report

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Attached are updated reports for items (a) and (b) for your review. A verbal report will be given for item (c).

- a) Report on the status of Projects and Work Plan supported by the RWMF;
- b) Financial Report on the RWMF; and
- c) Report on the TMRPA's parcel-based population and employment modeling project.

**Status Report of Projects and Work Plan  
Supported by the Regional Water Management Fund**

|    | <b>Project Name</b>   | <b>Contractor / Provider</b>             | <b>Amount</b> | <b>Balance Remaining</b> | <b>Percent Complete</b> | <b>Target Completion Date</b> | <b>Notes</b>                                    |
|----|---|--|---------------|--------------------------|-------------------------|-------------------------------|---|
| 1  | Certified Landscape Technician Program 2014-2016 FY               | Nevada Landscape Association (NLA)       | 25,000        | 12,500                   | 50%                     | 6/30/16                       | Work is in progress<br>PO ends 9/30/16          |
| 2  | Cloud Seeding - Additional Precip Monitoring Equipment            | (DRI) Desert Research Institute          | 25,000        | 1,074                    | 96%                     | 9/30/15                       | Work is in progress<br>PO extended to 12/31/15  |
| 3  | Cloud Seeding Program for Water Year 2015                         | (DRI) Desert Research Institute          | 100,000       | 28,277                   | 72%                     | 3/31/16                       | Work has been completed; awaiting final invoice |
| 4  | Cloud Seeding Program for Water Year 2015-16                      | (DRI) Desert Research Institute          | 100,000       | 100,000                  | 0%                      | 12/31/16                      | Developing Interlocal Agreement                 |
| 5  | Effluent Management Strategy                                      | Stantec                                  | 25,000        | 20,294                   | 19%                     | 12/31/15                      | Work is in progress                             |
| 6  | Effluent Management - Linear Programming                          | (DRI) Desert Research Institute          | 20,356        | 2,864                    | 86%                     | 12/31/15                      | Work is in progress                             |
| 7  | Envision Videographers of WRWC meetings                           | Envision                                 | 2,000         | 1,830                    | 9%                      | 9/30/16                       | Work is in progress                             |
| 8  | Highland Canal Improvements                                       | City of Reno                             | 250,000       | 250,000                  | 0%                      | 1 yr from Effective Date      | Awaiting signatures from Reno on Interlocal     |
| 9  | Optimizing Investments in the Truckee River Watershed             | The Nature Conservancy                   | 57,787        | 50,953                   | 12%                     | 12/31/16                      | Work is in progress                             |
| 10 | Regional Data Development and Analytical Program (FY 2011-2012)   | Truckee Meadows Regional Planning Agency | 486,000       | 322,167                  | 34%                     | 6/30/16                       | Work is in progress                             |
| 11 | Regional Storm Water Quality Management Program (Third Amendment) | City of Reno                             | 262,500       | 260,817                  | 1%                      | 6/30/16                       | Work is in progress                             |
| 12 | RWMP 2016 Cost & Finance Chapter Update                           | Hansford Economic Consultant             | 23,575        | 13,494                   | 43%                     | 12/31/15                      | Work is in progress                             |

**Status Report of Projects and Work Plan  
Supported by the Regional Water Management Fund**

|    | <b>Project Name</b>                                  | <b>Contractor / Provider</b>    | <b>Amount</b> | <b>Balance Remaining</b> | <b>Percent Complete</b> | <b>Target Completion Date</b> | <b>Notes</b>                       |
|----|--|---------------------------------|---------------|--------------------------|-------------------------|-------------------------------|------------------------------------|
| 13 | RWMP 2016 Update - Water Balance Update              | Stantec                         | 25,000        | 20,113                   | 20%                     | Amended to 6/30/16            | Work is in progress                |
| 14 | Septic - Phase II                                    | County - CSD                    | 150,000       | 128,795                  | 14%                     | 9/30/15 Amending to 6/30/16   | Work is in progress                |
| 15 | Sosu TV Videographers of NNWPC meetings FY 2015-2016 | Sosu TV                         | 3,000         | 3,000                    | 0%                      | 6/30/16                       | Work is in progress                |
| 16 | TMDL Phase 1 Sixth Amendment                         | City of Reno (LimnoTech)        | 75,000        | 68,810                   | 8%                      | 6/30/16                       | Work is in progress                |
| 17 | TRIG Website Support FY 2015-2016                    | City of Reno                    | 7,500         | 7,500                    | 0%                      | 6/30/16                       | Work is in progress                |
| 18 | Truckee River Corridor Management Plan               | Keep Truckee Meadows Beautiful  | 22,000        | 22,000                   | 0%                      | 6/30/16                       | Work is in progress                |
| 19 | TROA - 6,700 AF water rights purchase                | TMWA                            | 2,700,000     | 215,948                  | 92%                     | Open Ended                    | Work is in progress                |
| 20 | Washoe ET Project Maintenance                        | DRI (Desert Research Institute) | 10,000        | 3,150                    | 69%                     | 9/30/15 Amending to 6/30/16   | Work is in progress                |
| 21 | Washoe ET weather station upgrades                   | (DRI) Desert Research Institute | 29,050        | 25,000                   | 14%                     | 9/30/15 Amending to 6/30/16   | Work is in progress                |
| 22 | WateReuse Research Foundation workshop               | WateReuse Research Foundation   | 23,500        | 23,500                   | 0%                      | 6/30/16                       | Awaiting signatures from WateReuse |
| 23 | Water Usage Review Program 2015-16 First Amendment   | TMWA                            | 100,000       | 100,000                  | 0%                      | 12/31/16                      | Work is in progress                |

10/1/2015  
 Fund 766  
 Report 400/ZF15  
 Fiscal Year 2016; Period 1 through 3

**Financial Report on the  
 Regional Water Management Fund**

| <b>Accounts</b>        | <b>Plan Budget</b> | <b>Actual (Revenue &amp; Expenses)</b> | <b>PO Commit (Remaining PO Balance)</b> | <b>Actual + PO</b>  | <b>Available (Budget Minus Actual + PO)</b> | <b>Avail%</b> | <b>PreCommit (PO's Requested)</b> | <b>Available (Budget Minus PO Requisitions)</b> | <b>Avail%</b> |
|------------------------|--------------------|--|---|---------------------|---|---------------|-----------------------------------|---|---------------|
| State Grants           | 40,000.00-         |  |   |                     | 40,000.00-                                  | 100-          |                                   | 40,000.00-                                      | 100-          |
| * INTERGOVERNMENTAL    | 40,000.00-         |  |   |                     | 40,000.00-                                  | 100-          |                                   | 40,000.00-                                      | 100-          |
| Services O Agencies    |                    | 4,984.00-                              |   | 4,984.00-           | 4,984.00                                    |               |                                   | 4,984.00  |               |
| * CHARGES FOR SERVICES |                    | 4,984.00-                              |   | 4,984.00-           | 4,984.00                                    |               |                                   | 4,984.00  |               |
| Interest-Pooled Inv.   | 58,028.00-         | 2,657.37-                              |   | 2,657.37-           | 55,370.63-                                  | 95-           |                                   | 55,370.63-                                      | 95-           |
| RGL Pooled Inv.        |                    | 41.43-                                 |   | 41.43-              | 41.43                                       |               |                                   | 41.43   |               |
| URGL Pooled Inv.       |                    | 324.22                                 |   | 324.22              | 324.22-                                     |               |                                   | 324.22-   |               |
| Water Surcharge 1.5%   | 1,475,479.00-      | 358,432.02-                            |   | 358,432.02-         | 1,117,046.98-                               | 76-           |                                   | 1,117,046.98-                                   | 76-           |
| * MISCELLANEOUS        | 1,533,507.00-      | 360,806.60-                            |   | 360,806.60-         | 1,172,700.40-                               | 76-           |                                   | 1,172,700.40-                                   | 76-           |
| ** REVENUE             | 1,573,507.00-      | 365,790.60-                            |   | 365,790.60-         | 1,207,716.40-                               | 77-           |                                   | 1,207,716.40-                                   | 77-           |
| Professional Services  | 1,774,050.00       | 11,005.36                              | 1,051,717.84                            | 1,062,723.20        | 711,326.80                                  | 40            |                                   | 711,326.80                                      | 40            |
| WRWC Staff & Legal     | 472,000.00         | 72,935.45                              | 108,000.00                              | 180,935.45          | 291,064.55                                  | 85.01         |                                   | 291,064.55                                      | 85.01         |
| Fin Consult Services   | 10,000.00          |  | 8,500.00                                | 8,500.00            | 1,500.00                                    | 15            |                                   | 1,500.00  | 15            |
| Invest Pool Alloc Ex   |                    | 120.58                                 |   | 120.58              | 120.58-                                     |               |                                   | 120.58-   |               |
| Office Supplies        |                    | 197.36                                 |   | 197.36              | 197.36-                                     |               |                                   | 197.36-   |               |
| Pmts to O Agencies     |                    | 51,200.00                              | 215,948.00                              | 267,148.00          | 267,148.00-                                 |               |                                   | 267,148.00-                                     |               |
| Seminars and Meetings  | 1,000.00           |  |   |                     | 1,000.00                                    | 100           |                                   | 1,000.00  | 100           |
| Advertising            | 4,000.00           |  |   |                     | 4,000.00                                    | 100           |                                   | 4,000.00  | 100           |
| Undesignated Budget    | 20,000.00          |  |   |                     | 20,000.00                                   | 100           |                                   | 20,000.00                                       | 100           |
| Travel                 | 1,000.00           |  |   |                     | 1,000.00                                    | 100           |                                   | 1,000.00  | 100           |
| Overhead               | 130,905.00         | 23,625.17                              | 5,602.04                                | 29,227.21           | 101,677.79                                  | 341.44        |                                   | 101,677.79                                      | 341.44        |
| ** EXPENDITURES        | 2,412,955.00       | 159,083.92                             | 1,389,767.88                            | 1,548,851.80        | 864,103.20                                  | 36            |                                   | 864,103.20                                      | 36            |
| <b>*** Total</b>       | <b>839,448.00</b>  | <b>206,706.68-</b>                     | <b>1,389,767.88</b>                     | <b>1,183,061.20</b> | <b>343,613.20-</b>                          | <b>41</b>     |                                   | <b>343,613.20-</b>                              | <b>41</b>     |

# Northern Nevada Water Planning Commission

## STAFF REPORT

DATE: October 1, 2015

TO: Chairman and Members, Northern Nevada Water Planning Commission

FROM: Jim Smitherman, Water Resources Program Manager

SUBJECT: Report on the Truckee Meadows Regional Planning Agency (“TMRPA”) parcel-based population and employment modeling project

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Jim Smitherman, NNWPC Water Resources Program Manager, will provide a brief verbal report concerning the status of the TMRPA parcel-based population and employment modeling project.

JS:jd