

# Northern Nevada Water Planning Commission

## STAFF REPORT

**DATE:** February 24, 2023  
**TO:** Chairman and Members, Northern Nevada Water Planning Commission (NNWPC)  
**FROM:** Kim Rigdon, Water Resources Program Manager  
**SUBJECT:** Report, discussion, and possible direction to staff regarding procedure and draft criteria to evaluate public at large NNWPC Board Member applications

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### **SUMMARY**

The NNWPC public at large member position, which expires March 31, 2025, is vacant due to the recent resignation of Mickey Hazelwood. The public at large Member represents environmental, biological, conservation or public concerns. On February 1, 2023, the NNWPC directed staff to advertise the vacancy and recruit applicants. The NNWPC also directed staff to develop criteria to evaluate applications and consider creating a subcommittee including NNWPC members to select a qualified candidate. The attached draft evaluation criteria are provided for review, discussion, possible direction to staff, and possible approval as presented or with revisions.

The vacant position recruitment has been advertised on the NNWPC and WRWC websites, in the Reno Gazette-Journal, and to the following committees: the TMWA Standing Advisory Committee, Sparks Citizens Advisory Committee, Reno Neighborhood Advisory Boards, Reno Citizens Institute, Washoe County Citizen Advisory Boards and the Washoe County Leadership Academy and will close March 3<sup>rd</sup>, 2023. As of February 24<sup>th</sup>, one application has been submitted and subsequently staff proposes a 30-day extension of the recruitment period, ending April 7, 2023.

### **BACKGROUND**

The Western Regional Water Commission Act (the "Act"), Chapter 531 Statutes of Nevada 2007, Section 36, provides for the WRWC to appoint to the NNWPC, a member of the public at large to represent environmental, biological, conservation or public concerns. Section 36 also requires that any vacancy on the NNWPC must be filled for the unexpired term by the appointing entity.

Section 38 of the Act provides that members of the NNWPC may not hold any elective governmental office, but may be engaged or employed in private enterprise or be employees of state or local government, and each member must be qualified pursuant to at least one of the following subsections:

1. A professional engineer licensed pursuant to the provisions of chapter 625 of NRS;
2. Experienced in comprehensive planning, natural resources or environmental protection;
3. A specialist in hydrologic science;
4. Experienced in law, management or planning related to water;
5. Experienced in municipal finance or resource economics;
6. Experienced in construction, planning or operation of facilities or systems for supplying or treating water, for collecting or treating sewage, for drainage of storm water or for control of floods; or
7. Knowledgeable in the areas of water conservation, biology, natural systems, water quality and water management.

**RECOMMENDATION**

Staff proposes the NNWPC consider extending the public at large member recruitment 30 days, ending April 7, 2023, consider the attached draft evaluation criteria with or without changes, and determine whether to nominate a subcommittee of four (4) or less NNWPC members to assist staff in evaluating and selecting the top candidate.

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Attachment: 5a Draft Criteria to Evaluate NNWPC Public at Large Applications

**Draft Criteria to Evaluate NNWPC Public at Large Applications**

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Rank each candidate in their experience, knowledge and/or education for the following criteria:

1. Environmental, biological, and/or conservation background and experience (education and/or work experience) (up to 30 points)
2. Water management planning; including water supply and distribution, drinking water and wastewater treatment, water reuse, flood management, water quality and watershed planning; (up to 20 points)
3. Knowledge and/or experience specific to water resource planning in the Truckee Meadows; (up to 10 points)
4. Developing, implementing, and/or interpreting State, regional and/or local regulations and policies; (up to 10 points)
5. Community involvement, planning, public outreach and engagement; (up to 10 points)
6. Governmental process experience including public meetings and local planning issues; (up to 10 points)
7. Project management, building and overseeing budgets, and data analysis and interpretation; (up to 10 points)