



## NOTICE OF BOARD MEETING AND AGENDA

**Friday, March 8, 2013 – 8:30 a.m.**

**Washoe County Commission Chambers  
1<sup>st</sup> Floor of Building A  
1001 East Ninth Street, Reno, Nevada**

### Board Members

Ron Smith, Chair	Oscar Delgado
Kitty Jung, Vice Chair	Vaughn Hartung
Robert Cashell	Geno Martini

### **Pursuant to NRS 241.020, this notice has been posted at the following locations:**

Washoe County Administration, 1001 East Ninth Street, Reno, Nevada  
Sparks City Hall, City Clerk, 431 Prater Way, Sparks, Nevada  
Reno City Hall, City Clerk, One East First Street, Reno, Nevada  
Truckee River Flood Management Authority Office, 9390 Gateway Drive, Reno, Nevada  
Truckee River Flood Project Website: <http://truckeeflood.us/140/meeting.agendas.html>

**Possible Changes to Agenda Order and Timing:** Discussion may be delayed on any item on this agenda and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting, moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

**Special Accommodations:** The meeting facility is accessible to the disabled; if special accommodations are required for the meeting, call the Authority staff at (775) 850-7429, at least 48 hours before the meeting.

**Public Comment; Disruption of Meeting:** During the "Public Comment" periods listed below, anyone may speak pertaining to any matter that is not on the agenda or that is not listed as an action item on the agenda. Additionally, during action items, public comment will be heard on that particular item before action is taken. In either event, each speaker must fill out a "Request to Speak" form and/or submit comments for the record to the recording secretary. Public comment is limited to three minutes per person unless extended by questions or action of the Board. Comments are to be directed to the Board as a whole and not to one individual. The presiding officer may (with or without advance warning) order the removal of a person whose conduct willfully disrupts the meeting to the extent that its orderly conduct is made impractical.

1. **CALL TO ORDER**

A. **ROLL CALL, ESTABLISHMENT OF QUORUM, AND PLEDGE OF ALLEGIANCE**

B. **PUBLIC COMMENT** During this comment period, any person is invited to speak on any topic that is not listed as an action item on this agenda. Each speaker must fill out a Request to Speak card and must limit comments to three minutes. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on a future agenda.

C. **APPROVAL OF AGENDA (FOR POSSIBLE ACTION)**

D. **APPROVAL OF DRAFT MINUTES (FOR POSSIBLE ACTION)** – Approve draft minutes of TRFMA Meeting of February 1, 2013.

E. **ANNOUNCEMENTS / MONTHLY REPORT / CLIPPINGS**

2. **PRESENTATION ON RENO-SPARKS INDIAN COLONY LEVEE AND FLOODWALL** by *Eric Scheetz, Engineer, TRFMA*  
Requested by Chair Smith.

3. **UPDATE ON THE ALTERNATIVE FORMULATION BRIEFING (AFB) HELD IN SACRAMENTO ON FEBRUARY 5, 2013** by *Jay Aldean, Executive Director, TRFMA*

4. **ARMY CORPS OF ENGINEERS MONTHLY REPORT (FOR POSSIBLE ACTION)** by *Darren Suen, Project Manager, Civil Works Branch, ACOE*

Report on activities related to the Truckee River Flood Management Project, including but not limited to, project scheduling and funding. Possible action to provide direction to staff related to flood project scheduling and other items as set forth in the report.

5. **TECHNICAL ADVISORY COMMITTEE (TAC) REPORT (FOR POSSIBLE ACTION)** by *John Martini, TAC Chair*

Report on and discussion of the meeting, decisions, recommendations and activities of the Truckee River Flood Management Authority's Technical Advisory Committee. Possible action to provide direction to staff.

6. **REPORT ON THE VALUE ENGINEERING WORKSHOP RESULTS AND DRAFT FEASIBILITY ALTERNATIVE ANALYSIS REPORT AND EIS** by *Jay Aldean, Executive Director, TRFMA*

Report on the results of HDR's Value Engineering Workshop and discussion of the Draft Feasibility Alternatives Analysis Report and EIS submitted to TRFMA on March 1, 2013 in compliance with the F4 Milestone of the professional engineering services contract.

7. **REVIEW AND POSSIBLE ADOPTION OF TRAVEL AND RISK MANAGEMENT POLICIES AND AMENDED RELOCATION ASSISTANCE POLICY(FOR POSSIBLE ACTION)** by *Kathy Garcia, Acting CFO, Kafoury Armstrong & Co.*

Discussion and possible action to adopt Policy *P-10 Travel*, Policy *P-11 Risk Management*, and amended Policy *P-7 Relocation Assistance* for the Truckee River Flood Management Authority.

8. **REVIEW OF PROCEDURES FOR THE TRFMA** by *Kathy Garcia, Acting CFO, Kafoury Armstrong & Co.*

Review of the following procedures for the TRFMA; no action required:

- Proc-2 Purchasing
- Proc-3 Procurement Card
- Proc-4 Emergencies
- Proc-5 Cash Management
- Proc-6 Budget
- Proc-7 Capital Assets
- Proc-10 Travel

9. **FINANCIAL ITEMS**

A. **MONTHLY REPORT ON FLOOD PROJECT FINANCIAL STATUS AND RELATED FINANCIAL ACTIVITIES (FOR POSSIBLE ACTION)** by *Lori Williams, Senior Financial Analyst, TRFMA*

Possible action to provide direction to staff.

B. **REPORT ON SEARCH FOR NEW OFFICE SPACE AND REQUEST FOR AUTHORIZATION TO NEGOTIATE NEW LEASE (FOR POSSIBLE ACTION)** by *Mimi Fujii-Strickler, Administrative Services Manager, TRFMA*

Discussion of need to relocate and report on findings of search for suitable office space, including discussion of range of prices. Possible action to authorize the Executive Director to negotiate a three-year lease for office space located on Gateway Drive, Reno, Nevada for the possible term of June 1, 2013 through June 30, 2016, with any negotiated lease being subject to the approval of the Board of Directors at a future meeting.

C. **POSSIBLE APPROVAL OF AMENDMENT NO. 2 TO EXTEND THE KAEMPFER CROWELL RENSHAW GRONAUER AND FIORENTINO AGREEMENT FOR ONE YEAR. (FOR POSSIBLE ACTION)** by *Michael Wolz, General Counsel, TRFMA*

Discussion regarding approving Amendment No. 2 to the Kaempfer Crowell Renshaw Gronauer and Fiorentino Agreement to provide Professional Attorney Services. Amendment No. 2 provides for a one-year extension of the term of the Agreement which will then terminate on December 31, 2013. The not-to-exceed cost of the contract of \$250,000 will not be changed. Possible action to approve Amendment No. 2 and if approved authorize the Chair to execute Amendment No. 2.

D. **REQUEST TO AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE A PROFESSIONAL AUDIT SERVICES AGREEMENT (FOR POSSIBLE ACTION)** by *Kathy Garcia, Acting CFO, Kafoury Armstrong & Co.*

Discussion regarding the status of the Request for Proposal schedule including a report on the Pre-Proposal Conference held on March 6, 2013. Possible action to authorize the Executive Director to execute a professional audit services agreement with the successful firm based on the evaluation of the RFP Review Team.

**E. DRAFT BUDGET FOR FY13/14 (FOR POSSIBLE ACTION)** by Lori Williams, Senior Financial Analyst, TRFMA

Presentation of concepts and data for the proposed F13/14 Budget. Possible action to approve the budget concepts and/or provide direction regarding development of the budget.

**F. SELECTION OF DATE FOR BUDGET PUBLIC HEARING** by Lori Williams, Senior Financial Analyst, TRFMA

Discussion and possible action to set a date, either May 16 or May 17, for the NRS-required Budget Public Hearing. Staff recommends 9:00 am on May 16 at Sparks Council Chambers, which precedes the budget hearings for TMWA and WRWC.

**10. WORKING GROUP MONTHLY REPORT (FOR POSSIBLE ACTION)** by Danielle Henderson, Natural Resource Manager, TRFMA

Report on and discussion of the February 27, 2013 Working Group meeting. Possible action to provide direction to staff.

**11. DISCUSSION REGARDING A POSSIBLE AMENDMENT TO THE ICA MODIFYING THE VOTING REQUIREMENTS (FOR POSSIBLE ACTION)** by Michael Wolz, General Counsel, TRFMA

Discussion regarding a possible amendment to the Interlocal Cooperative Agreement (ICA), ¶ 3.05.B 'Approval of Actions' to provide for a Majority or Super Majority voting structure rather than the current unanimous requirement. Possible action to approve changes to the voting structure, instruct General Counsel to prepare a resolution and an amended ICA provision for future consideration of the Board, and/or request that the partner agencies address this issue at their next Council or Commission meeting. Requested by Director Hartung.

**12. DISCUSSION REGARDING THE PROCEDURES FOR THE NEGOTIATION OF A NEW OR AMENDED EMPLOYMENT AGREEMENT WITH EXECUTIVE DIRECTOR JAY ALDEAN AND THE PROCEDURES FOR AN ANNUAL PERFORMANCE EVALUATION (FOR POSSIBLE ACTION)** by Michael Wolz, General Counsel, TRFMA

Discussion regarding the procedures and processes to be followed in negotiating and drafting a new or amended employment Agreement with Executive Director Jay Aldean. Discussion regarding the process for evaluating Executive Director Aldean's performance. Possible action to provide direction to General Counsel to begin negotiation of a new or amended employment agreement and identify potential terms of the agreement. Possible action to provide direction to staff as to the contents of an evaluation form and the procedures to be followed for an annual performance evaluation.

**13. BOARD MEMBER COMMENTS, REQUESTS AND FUTURE AGENDA ITEMS**

**14. PUBLIC COMMENT** During this comment period, any person is invited to speak on any topic that is not listed as an action item on this agenda. Each speaker must fill out a Request to Speak card and must limit comments to three minutes. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on a future agenda.

**15. ADJOURNMENT (FOR POSSIBLE ACTION)**