



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 11, 2019

DATE: May 10, 2019
TO: Board of County Commissioners
FROM: Ben Hutchins, CPA, Director, Finance and Customer Service Division
Community Services Department, 954-4646, bhutchins@washoecounty.us
THROUGH: Dave Solaro, Arch., P.E., Assistant County Manager
SUBJECT: Recommendation to approve the Sixth Amendment to the Cooperative Agreement for Contractual Professional and Administrative Staff Services between the Western Regional Water Commission and Washoe County to reimburse the Community Services Department for staff services provided to the Western Regional Water Commission and Northern Nevada Water Planning Commission. (All Commission Districts.)

SUMMARY

Since July 1, 2008, following enactment of the Western Regional Water Commission Act (the Act), Chapter 531, Statutes of Nevada 2007, Washoe County has, through an Interlocal Cooperative Agreement with the Western Regional Water Commission (WRWC), had the responsibility for providing staff support for all activities of the WRWC and the Northern Nevada Water Planning Commission (NNWPC) established under the Act. The existing Agreement dedicates staff to support the WRWC and the NNWPC through a “contract service provider” model. This model was chosen based on it being the simplest, most cost effective method for providing the required services. The Fifth Amendment to the original agreement expires on June 30, 2019.

Strategic Objective supported by this item: Stewardship of our Community.

PREVIOUS ACTION

On July 11, 2017, the Board of County Commissioners (Board) approved the Fifth Amendment to the Cooperative Agreement for Contractual Professional and Administrative staff services.

On June 28, 2016, the Board approved the Fourth Amendment to the Cooperative Agreement for Contractual Professional and Administrative staff services.

On July 14, 2015, the Board approved the Third Amendment to the Cooperative Agreement for Contractual Professional and Administrative staff services.

On January 28, 2014, the Board approved the Second Amendment to the Cooperative Agreement for Contractual Professional and Administrative staff services.

On June 14, 2011, the Board approved the First Amendment to Cooperative Agreement for Contractual Professional and Administrative Staff Services.

AGENDA ITEM # _____

On October 14, 2008, the Board approved the Cooperative Agreement for Contractual Professional and Administrative Staff Services, and authorized the Chairman to execute the same.

BACKGROUND

The proposed Sixth Amended Cooperative Agreement will: 1) extend the term of the existing Agreement for an additional two years to June 30, 2021; 2) reimburse the County for all WRWC and NNWPC employee-related expenditures, including overhead; and, 3) continue to allow the County to use assigned employees, on a part-time basis, for County business that does not conflict or interfere with their WRWC or NNWPC responsibilities. In such an event, the WRWC would not reimburse the County for the cost of staff time utilized for County-related activities.

FISCAL IMPACT

The estimated cost of wages, benefits and overhead budgeted in fiscal year 2019/20, and subject to reimbursement to the County as a result of this agreement, is \$425,541.

Reimbursements will be in the form of a Journal Entry transferring funds from the Regional Water Management Fund to an applicable fund designated by the County; such fund transfers shall occur at the end of each County two-week pay period and be recorded in the fund where employee expenditures are paid. Reimbursements will be recorded in Fund 566, Cost Centers 669201 and 669300, Account 460162.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the Sixth Amendment to the Cooperative Agreement for Contractual Professional and Administrative Staff Services between the Western Regional Water Commission and Washoe County to reimburse the Community Services Department for staff services provided to the Western Regional Water Commission and Northern Nevada Water Planning Commission.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the Sixth Amendment to the Cooperative Agreement for Contractual Professional and Administrative Staff Services between the Western Regional Water Commission and Washoe County to reimburse the Community Services Department for staff services provided to the Western Regional Water Commission and Northern Nevada Water Planning Commission."