

**MINUTES
CITY OF NORTH LAS VEGAS
UTILITY ADVISORY BOARD
REGULAR MEETING**

October 27, 2020

Website - <http://www.cityofnorthlasvegas.com>

CALL TO ORDER

6:00 PM, City Hall, Council Chambers, 2250 Las Vegas Boulevard North,
North Las Vegas, Nevada 89030

ROLL CALL

BOARD MEMBERS PRESENT

Chairman Collins*
Member Davis*
Member Dias*
Member Riley*
Member Salazar*
Member Shoaff*

STAFF PRESENT

Utilities Director Brady*
City Clerk Raynor
Assistant City Attorney Aguayo*
Deputy Director of Utilities Llamado*
Water Systems Supervisor Gordon*
Senior Pretreatment Inspector Miller*
Utilities Financial Manager Riggs*
WRF Operations Supervisor Speaks*
Utilities Business Services Manager Chapman-Wilson*
Deputy City Clerk/Recording Secretary Calma
*Attended virtually

PLEDGE OF ALLEGIANCE - BY INVITATION

City Clerk Raynor

PUBLIC FORUM

There was no participation.

AGENDA

1. APPROVE UTILITY ADVISORY BOARD REGULAR MEETING AGENDA OF OCTOBER 27, 2020. (FOR POSSIBLE ACTION)

ACTION: APPROVED

MOTION: Member Shoaff

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

CONSENT AGENDA

2. APPROVE UTILITY ADVISORY BOARD SPECIAL MEETING MINUTES OF APRIL 8, 2019. (FOR POSSIBLE ACTION)

ACTION: APPROVED

MOTION: Member Shoaff

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

BUSINESS

3. PRESENTATION FROM THE SOUTHERN NEVADA WATER AUTHORITY (SNWA) REGARDING THE INTEGRATED RESOURCES PLANNING ADVISORY COMMITTEE (IRPAC), RECOMMENDATIONS, MAJOR CAPITAL CONSTRUCTION PROGRAM (MCCP) AND PROPOSED RATE INCREASES. (DISCUSSION ONLY)

Doa Meade Ross, Deputy General Manager for Engineering, from SNWA gave a presentation regarding IRPAC recommendations including infrastructure, water resources, water conservation and project funding to help meet future demands.

Ms. Ross noted that SNWA conservation efforts have yielded a 52% decrease per capita of water usage and a 33% decrease in consumption between 2002 and 2019, with a long-range plan of 105 gallons per capita per day. She added that one way to reduce water usage is to reduce non-functional turf acreage by 50%.

She stated that in order to gain funding for future SNWA projects, an average single-family residential home in the City of North Las Vegas would see a gradual increase of \$0.75 on their Utility bill over the span of six years, beginning in 2022.

**4. PRESENTATION REGARDING THE NEVADA OPEN MEETING LAW.
(DISCUSSION ONLY)**

Assistant City Attorney Aguayo provided the Open Meeting Law (OML) presentation. She stated that the OML was enacted in order to ensure that the actions and deliberations of public bodies are conducted openly. She provided the definition of a quorum for the Board, explained the criteria that invokes OML requirements, defined the deliberative process, and explained agenda requirements, as defined by the OML. She shared when the OML is not invoked and illustrated how a walking quorum is a violation of the OML. She provided three example cases where the OML may have been violated, providing background information and why some of them the courts held were violations and which were not considered violations.

Assistant City Attorney Aguayo added that the biggest issue she sees in public meetings is towards the end of a meeting under the second public forum, when elected or appointed officials respond to public comments for items that were not on the agenda. She stated that this creates OML problems and a final vote on the item in the future could be tainted due to that discussion.

**5. DISCUSSION AND/OR ACTION REGARDING SUPPLEMENTAL LOSEE
ROAD SEWER CONNECTION FEE (ORDINANCE NO. 3038) AND BUSINESS
IMPACT STATEMENT. (FOR POSSIBLE ACTION)**

Director Brady stated this item is in reference to the City Council action on July 17, 2019 on approving an Oversizing Agreement with Pulte Homes and is part of the Utility Department's routine process for development. He explained that the agreement was for construction of a sewer system on Losee Road between Centennial Parkway and Mendenhall Drive. He provided a timeline from the publication of the Business Impact Statement through to the adoption of Ordinance No. 3038. He clarified that the City's Utility Enterprise Fund paid for the expansion of the sewer system and stressed that adoption of Ordinance No. 3038 would allow the City to recoup those funds. He recommended approval of Item No. 5.

In response to Member Riley, Director Brady stated that the commission fee of \$354 is not paid by the City or its residents and is paid by the developer when filing plans for approval.

ACTION: APPROVED

MOTION: Member Shoaff

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

6. DISCUSSION AND/OR ACTION REGARDING PRETREATMENT SURCHARGE FEE (ORDINANCE NO. 3039) AND BUSINESS IMPACT STATEMENT. (FOR POSSIBLE ACTION)

Director Brady explained the Pretreatment Surcharge Fee is in regards to Ordinance No. 3039. He stated that the surcharge would be applied to Industrial Sewage Users for wastewater that exceeds the strength of three pollutants: Total Suspended Solids, Biochemical Oxygen Demand, and Phosphorous. He clarified that the City is required to remove these pollutants and that assessing the surcharge on these users allows the City to recoup the funds spent on removing the pollutants since these users created the pollutants. He recommended that the cost recovery measure for pretreatment surcharges be added to the Municipal Code as a part of Ordinance No. 3039.

ACTION: APPROVED

MOTION: Member Shoaff

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

7. DISCUSSION AND/OR ACTION REGARDING NON-FUNCTIONAL TURF REDUCTION (ORDINANCE NO. 3050). (FOR POSSIBLE ACTION)

Director Brady recommended modification of the Conservation Section in Title 13 to incorporate the Southern Nevada Water Authority's (SNWA) additional conservation measures to limit consumptive use of water resources and prohibit installation of turf in non-functional areas, primarily focusing on public/private schools and parks.

In response to Member Dias, Director Brady stated that Ordinance No. 3050 would govern new development, not existing developments. He added that that SNWA has several programs that would fund turf replacement to transition to desert landscaping for existing developments.

In response to Member Shoaff, Director Brady stated that the City has been actively replacing grass in several parks. He added that there has been some discussion for encouraging non-functional turf conversion or part-conversion in the Eldorado community.

ACTION: APPROVED

MOTION: Member Davis

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

8. DISCUSSION AND/OR ACTION REGARDING THE SOUTHERN NEVADA WATER AUTHORITY (SNWA) PROPOSED RATE INCREASES. (FOR POSSIBLE ACTION)

Director Brady shared that the rate change is not a significant increase and would be an additional two cents per one-thousand gallons. He asked for support from the Board and recommended that they approve the SNWA rates, stating they would be reflected in the Municipal Code and Utility Service Rules. He noted that part of the City's plan is to eventually remove SNWA's rates from the Municipal Code because the City Council does not have control over those rates and removal would clarify that.

In response to Chairman Collins, Director Brady explained that the City's water rates are not the highest in the valley and are comparable with other agencies.

Member Shoaff stated she would like to review the sewer rates in 2021.

ACTION: APPROVED

MOTION: Member Riley

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

9. DISCUSSION AND/OR ACTION REGARDING COMBINING UTILITY FUNDS. (FOR POSSIBLE ACTION)

Utilities Financial Manager Riggs provided a presentation in regards to the recommendation to combine the water and wastewater funds into a single utility fund. He noted that this combination would be more efficient for City staff and Utility staff in terms of saving work time that could be utilized elsewhere. He provided background on how the use of two funds actually adds to staff time and that the combination of the two funds into one would not negatively impact staff's ability to see where and how the funds for both water and wastewater are budgeted, received, spent, and audited.

ACTION: APPROVED

MOTION: Member Salazar

AYES: Chairman Collins, Members Davis, Dias, Riley, Salazar and Shoaff

NAYS: None

ABSTAIN: None

ABSENT: None

10. PROPOSED SERVICE RULE CHANGES. (DISCUSSION ONLY)

- Retitling to “Utility Service Rules”
- Incorporation of Sewer Guidelines
- Updated Charges, Fees and Deposit

Director Brady noted that the Service Rules provide current operating procedures and information to the public.

11. PROPOSED TITLE 13 ORDINANCE CHANGES. (CONTINUED FROM APRIL 8, 2019) (DISCUSSION ONLY)

- Cost Recovery Fees on Oversizing and Refunding Agreements
- Updated Charges, Fees and Deposits Not Incorporated into Service Rules
- Seasonal Adjustment of Wastewater Cap

Director Brady shared that there is another proposed Title 13 Ordinance change in regards to the senior discount for utility bills. He provided alternate qualifications, noting that only twelve accounts used the senior discount in September 2020.

In response to Member Dias’ question about the senior discount, Director Brady and Utilities Financial Manager Riggs clarified that the discount of 50% off applies to both water and sewer charges for seniors who qualify.

STAFF ITEMS

12. COVID-19 IMPACTS ON UTILITIES

Director Brady shared the numerous impacts that the pandemic has had on the Utilities Department, including waiving late fees/penalties for customers that requested it, putting internal procedures in place to protect essential workers for continuing utility operations, and referring customers to agencies that may be able to assist with utility payments.

13. 2020 WATER AND WASTEWATER USAGE REPORT

Director Brady shared a report on the impacts of water and wastewater usage and how it has varied over the last year, with some effects caused by the pandemic. He noted that water usage has increased this year by six percent due to the dry and hot weather.

14. AUTOMATED METER INFRASTRUCTURE (AMI) PROJECT UPDATE

Director Brady provided an update on the installation of City water meters at businesses and residential homes. He shared that they are halfway through installing 88,500 customer meters, noting that the older models were starting to fail and required manual reads or estimates. He noted that thanks to the newer meters, customers are now receiving accurate bills according to their actual water usage rather than an estimated usage. Director Brady added that there are plans to have a customer portal where customers can see the volume and times of water usage. He stated that the City is actively working on trying to complete this project by 2022, noting that it has been delayed due to the pandemic.

15. APEX WATERLINE UPDATE

Director Brady provided an update on the Apex Waterline. He noted that Phase 1 would potentially be completed by February/March of 2021, adding that this means that development and businesses could start moving out to Apex after that completion date. He added that Phase 2 would be oversizing an additional five miles of pipeline as well as adding 1 pump station and reservoir. He stated that the City is working closely with the Southern Nevada Water Authority to ensure that the City is included as the SNWA moves forward with their redundancy initiatives on the southern portion of the valley.

16. CHANGES TO THE BACKFLOW PROGRAM

Water Systems Supervisor Gordon provided information regarding changes to the Backflow Program that requires contractors purchase backflow devices and have them tested through one of the City's third party list. He noted that the new process would free up City staff to do work internally and not to test these devices. He added that the City is looking at setting up a fine fee system for violation of backflow rules.

Director Brady added that the backflow devices are important as they govern cross connections and protects water quality and safety of the system overall. He thanked Water Systems Supervisor Gordon and staff and expressed appreciation for their hard work.

17. UPDATE ON OTHER UTILITIES PROJECTS

Director Brady provided updates on various ongoing utility projects.

BOARD ITEMS

Chairman Collins encouraged the Board to provide ideas on how to bring more value to the Utility Advisory Board in order to gain better results from their meetings.

PUBLIC FORUM

There was no participation.

ADJOURNMENT

The meeting adjourned at 8:36 p.m.

APPROVED:

Russell Collins,
Chairman

ATTEST:

Jessica B. Calma,
Deputy City Clerk/Recording Secretary