



TRUCKEE MEADOWS WATER AUTHORITY
Board of Directors

AGENDA

Wednesday, June 15, 2022 at 10:00 a.m.
Sparks Council Chambers, 745 4th Street, Sparks, NV

Board Members

Chair Vaughn Hartung
Member Neoma Jardon
Member Jenny Brekhus
Member Paul Anderson

Vice Chair Kristopher Dahir
Member Alexis Hill
Member Naomi Duerr

NOTES:

1. The announcement of this meeting has been posted at the following locations: Truckee Meadows Water Authority (1355 Capital Blvd., Reno), at <http://www.tmwa.com>, and State of Nevada Public Notice Website, <https://notice.nv.gov/>.
2. 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 (775) 834-8002 at least 24 hours before the meeting date.
3. Staff reports and supporting material for the meeting are available at TMWA and on the TMWA website at <http://www.tmwa.com/meeting/>. Supporting material is made available to the general public in accordance with NRS 241.020(6).
4. The Board may elect to combine agenda items, consider agenda items out of order, remove agenda items, or delay discussion on agenda items. Arrive at the meeting at the posted time to hear item(s) of interest.
5. Asterisks (*) denote non-action items.
6. Public comment is limited to three minutes and is allowed during the public comment periods. 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. In addition to the public comment periods, the Chairman has the discretion to allow public comment on any agenda item, including any item on which action is to be taken.
7. In the event the Chairman and Vice-Chairman are absent, the remaining Board members may elect a temporary presiding officer to preside over the meeting until the Chairman or Vice-Chairman are present (**Standing Item of Possible Action**).
8. Notice of possible quorum of Western Regional Water Commission: Because several members of the Truckee Meadows Water Authority Board of Directors are also Trustees of the Western Regional Water Commission, it is possible that a quorum of the Western Regional Water Commission may be present, however, such members will not deliberate or take action at this meeting in their capacity as Trustees of the Western Regional Water Commission.

1. Roll call*
2. Pledge of allegiance*
3. Public comment — limited to no more than three minutes per speaker*
4. Possible Board comments or acknowledgements*
5. Approval of the agenda (**For Possible Action**)
6. Approval of the minutes of the May 19, 2022 meeting of the TMWA Board of Directors (**For Possible Action**)

¹The Board may adjourn from the public meeting at any time during the agenda to receive information and conduct labor-oriented discussions in accordance with NRS 288.220 or receive information from legal counsel regarding potential or existing litigation and to deliberate toward a decision on such matters related to litigation or potential litigation.

7. TMWA General Manager Interviews. Discussion and possible action to consider and interview the following applicants for the TMWA General Manager Position: Damion Lampley, and John Zimmerman; select a General Manager and provide direction as appropriate on negotiation of an employment agreement or provide direction to staff as appropriate regarding recruitment process — Jessica Atkinson **(For Possible Action)**
8. General Manager's Report*
9. Public comment — limited to no more than three minutes per speaker*
10. Board comments and requests for future agenda items*
11. Adjournment **(For Possible Action)**

¹The Board may adjourn from the public meeting at any time during the agenda to receive information and conduct labor-oriented discussions in accordance with NRS 288.220 or receive information from legal counsel regarding potential or existing litigation and to deliberate toward a decision on such matters related to litigation or potential litigation.

TRUCKEE MEADOWS WATER AUTHORITY
DRAFT MINUTES OF THE MAY 19, 2022
MEETING OF THE BOARD OF DIRECTORS

The Board of Directors met on Thursday, May 19, 2022, at Sparks Council Chambers. Chair Hartung called the meeting to order at 9:30 a.m.

1. ROLL CALL

Directors Present: Paul Anderson, Jenny Brekhus, Naomi Duerr, Vaughn Hartung, *Alexis Hill, **Neoma Jardon, and Alternate Ed Lawson.

Director Absent: Kristopher Dahir

A quorum was present.

**Directors Hill and Jardon attended virtually via Zoom.*

***Director Jardon arrived at 10:58 am and left at 11:09 am.*

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Director Anderson.

3. PUBLIC COMMENT

There was no public comment.

4. POSSIBLE BOARD COMMENTS OR ACKNOWLEDGEMENTS

There were no Board comments.

5. APPROVAL OF THE AGENDA

Upon motion by Director Duerr, second by Director Anderson, which motion duly carried by unanimous consent of the Directors present, the Board approved the agenda.

6. APPROVAL OF THE MINUTES OF THE APRIL 20, 2022 MEETING

Upon motion by Director Duerr, second by Director Anderson, which motion duly carried by unanimous consent of the Directors present, the Board approved the April 20, 2022 minutes.

*Attorney-client conference (Board will receive information in closed session)

Chair Hartung recessed at 9:32 a.m.

Chair Hartung reconvened the meeting at 10:56 a.m.

7. PRESENTATION OF FISCAL YEAR 2022 Q3 YEAR TO DATE FINANCIAL RESULTS

Matt Bowman, TMWA Chief Financial Officer, presented the third quarter fiscal year 2022 financial results.

The Board discussed connection fees keeping up with development costs, operational costs as it relates to Mt. Rose Water Treatment Plant, TMWA's hydroelectric power generated sold to NV Energy through the power purchase agreement, and new (or proposed) development not affecting current customers.

8. PUBLIC HEARING ON ADOPTION OF BUDGET

A. DISCUSSION, AND ACTION ON REQUEST FOR ADOPTION OF RESOLUTION NO. 304: A RESOLUTION TO ADOPT THE FINAL BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2023 AND THE 2023-2027 FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP)

Mr. Bowman and Sandra Tozi, TMWA Financial Analyst, presented the staff report of the proposed final FY2023 Budget and FY2023-27 CIP. Mr. Bowman thanked Ms. Tozi and Danny Rotter, TMWA Engineering Manager, for their hard work in putting together the CIP, and thanked Sophie Cardinal, TMWA Financial Controller, in her assistance on the operating budget.

Ms. Tozi addressed a new section in the introduction, conservation projects, per Director Hill's request at the March meeting; the final capital spend increased \$27m from the 5-yr CIP total; the changes were related to the Advanced Purified Water Facility at American Flat (American Flat) (\$17m) and for treatment plant improvements (\$5.3m Orr Ditch Pump Station rehab and \$2.3m to the Longley Plant HV Wells 3&4); updated construction estimates which show an increase of \$10.2m in customer rate projects, two significant projects, American Flat and AML, not reliant on internal staff, and if these projects were removed, then the cost in the CIP would be similar to past CIPs.

At this time the Board thanked staff for a great report and discussed Orr Ditch Hydro construction (beginning in fall 2022 and anticipated power generation in fall 2023) and river access for recreational users (no change to existing infrastructure in the river), inquired if the City of Reno contribution to the American Flat project was included and the cost incurred thus far (yes, less than \$5m has been spent), and potentially include the amount of water saved due to capital investments.

B. PUBLIC COMMENT — LIMITED TO NO MORE THAN THREE MINUTES PER SPEAKER*

There was no public comment.

CLOSE PUBLIC HEARING

Upon motion by Director Duerr, second by Director Anderson, which motion duly carried by unanimous consent of the Directors present, the Board adopted Resolution No. 304: A resolution to adopt the final budget for the Fiscal Year ending June 30, 2023 and the 2023-2027 Five-Year Capital Improvement Plan.

9. DISCUSSION AND POSSIBLE ACTION REGARDING PALOMINO FARMS FEASIBILITY STUDY AND REQUEST FOR BOARD DIRECTION

Director Duerr disclosed she serves on the Lake Ditch Board with Michael Benjamin, who is one of the owners of Palomino Farms, and she does not have any financial ties to Mr. Benjamin other than serving on the board of a not-for-profit corporation. Lucas Foletta, TMWA General Counsel, asked Director Duerr to confirm that her relationship with Mr. Benjamin would not compromise or bias her judgment on this matter, and she confirmed that to be the case.

John Zimmerman, TMWA Assistant General Manager, added that Palomino Farms LLC is one of the two companies involved in the feasibility project and Mr. Benjamin is part of the Palomino Farms LLC.

John Enloe, TMWA Natural Resources Director, presented the results of the feasibility study. Stefanie Morris, TMWA Water Resources Manager, added staff has begun to identify and assess the types of permits needed for the project to be implemented.

The Board engaged in a lengthy discussion regarding the necessity of additional underground storage (the total storage capacity is about 45,000 acre feet, and the perennial yield is about 1,200 acre feet for the project area), complexity of permitting, discussions with the Tribe, issues with City of Reno's connection charges (dated 2014), and methodology for the appraisal and investment expectations. There was also a discussion about leasing versus purchasing the land (about 1,500 acres), and a request for staff to review other communities paying for underground storage.

Ms. Morris noted she has reached out to the Tribe's attorney prior to the meeting to explain the concept and again to discuss the findings and study. Mr. Zimmerman added Mervin Wright, Pyramid Lake Paiute Tribe (the "Tribe") who sits on the Northern Nevada Water Planning Commission (NNWPC) is aware this item was on the agenda today and the NNWPC was updated as well. Ms. Morris added the discussion points addressed by the Board today (cost of purchasing the property, permitting issues, and the cost split between the different partners (TMWA/Reno/Sparks/Washoe County) investing in the project), should the Board approve staff moving forward, would be addressed in a future agreement and proposal for the option agreement.

Director Brekhus reiterated her concerns about City of Reno's outdated connection fees, which need to be addressed for new growth, appreciated staff communicating with Mr. Wright, and stated she would not be supporting the motion.

Upon motion by Director Anderson, second by Director Duerr, which motion duly carried five to one with Director Brekhus dissenting, the Board approved staff recommendations in moving forward with the feasibility study and for staff to provide quarterly updates to the Board.

10. GENERAL MANAGER'S REPORT

Mr. Foree reported that TMWA had its 3rd annual Smart About Water Day at Lazy 5 Regional Park in Spanish Springs which was well attended.

11. PUBLIC COMMENT

There was no public comment.

12. BOARD COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Chair Hartung also mentioned Smart About Water day on May 7th, more public at the park than another time and commended staff on their efforts.

13. ADJOURNMENT

With no further discussion, Chair Hartung adjourned the meeting at 12:20 p.m.

Approved by the TMWA Board of Directors in session on _____.

Sonia Folsom, Board Clerk.

*****Director Jardon was present for agenda items 7 and part of 8 only.***



STAFF REPORT

TO: Board of Directors
THRU: Mark Foree, General Manager
FROM: Jessica Atkinson, Human Resources Manager
DATE: June 15, 2022
SUBJECT: **TMWA General Manager interviews, discussion and possible action to consider and interview the following applicants for the TMWA General Manager Position: Damion Lampley and John Zimmerman; select a General Manager and provide direction as appropriate on negotiation of an employment agreement or provide direction to staff as appropriate regarding recruitment process**

Recommendation

Discussion and possible action to consider and interview the following applicants for the TMWA General Manager position: Damion Lampley and John Zimmerman; select a General Manager and provide direction as appropriate on negotiation of an employment agreement; or provide direction as appropriate regarding recruitment process.

Background

General Manager, Mark Foree's retirement is to be effective in or about October of 2022. During the January 2022 Board Meeting, the Board approved moving forward with a hybrid recruitment approach combining an internal and external staff led approach.

During the March 2022 Board meeting, staff presented information detailing the recruitment and selection process that resulted in 5 candidates being identified as eligible to move forward in the consideration process. Staff also presented a proposed interview process and selection procedure, that met final approval during the April 2022 Board meeting.

Prior to the April 2022 Board meeting, two (2) candidates withdrew from consideration and on June 1, 2022, a third candidate withdrew from consideration.

Discussion

The following candidates will be considered and interviewed by the Board; Damion Lampley and John Zimmerman.

Candidate applications and resumes (with personal information redacted), supplemental questionnaires, results of pre-interview executive background check and notes for Board consideration are included as part of the Interview Packet attached hereto. In addition, the Interview Packet includes an interview guide, key leadership competencies, and a list of recommended interview questions.

The Board will interview each candidate in a random order (selected immediately prior to the meeting and presented to the Chair).

Approved interview process is outlined below

- All candidates provided equal time before the Board to interview in a public process.
- Chair to request voluntary sequestration of the candidates until their turn to interview. Following their interview, candidates are welcome to stay for the remainder of the interviews.
- Each candidate will be given a maximum of 10 minutes to provide an introduction including background, capabilities and why they are interested in the position.
- Each candidate will be given a 30-minute response time in a question and answer period. Each Board member will ask question(s) and candidates will be given up to the following amount of response time per Board member in attendance:

# of Board Members in Attendance:	Response Time:
7	4 minutes 30 seconds
6	5 minutes
5	6 minutes
4	7 minutes 30 seconds

The response time includes only candidate responses to the questions. The time it takes to ask questions, or any other comments will not be deducted from the time allotment, which is not to exceed 30 minutes per candidate.

- Each candidate will be given up to 5 minutes to provide closing comments.

Approved selection process is outlined below

- After conclusion of all interviews and prior to discussion/deliberation, each Board member will complete a candidate selection form identifying their top candidate.
- Selection forms will be collected and read aloud by the Board clerk, who will present the tally results.
- Once the results have been read and presented, the Board will deliberate and then go through a voting process.
- The Chair will entertain a motion to select a specific candidate or to not select any candidate.
- The Board may provide direction regarding the negotiation of an employment contract for the next General Manager. The Board may consider assigning this task to the Board Attorney (Lucas Foletta Esq.) in consultation with the Chairman.
- The new General Manager will be appointed, and an employment agreement submitted to the Board for consideration and possible approval during the next earliest possible scheduled Board meeting
- The Board may consider and provide direction to staff regarding the recruitment process.

Attachments

1. General Manager Recruitment Interview Packet and Candidate Information
2. Candidate Selection Form

JUNE 15, 2022



GENERAL MANAGER RECRUITMENT

INTERVIEW PACKET AND CANDIDATE INFORMATION

TMWA Vision:

*To improve the **quality** of life
in the Truckee Meadows by **delivering**
exceptional, customer-focused
water services.*

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RESOURCE MATERIALS

INTERVIEW GUIDE

Objective

The objective of an interview is to gain as much information as possible from the applicant about their skills, knowledge, abilities, experience, qualifications, and competencies to determine whether they are the best candidate for an available position. The guiding principle behind any question to an applicant is whether there is a job-related necessity for asking the question; to do this effectively, the interviewer must be familiar with the essential duties and responsibilities of the job. It is important to limit interview topics only to those that are needed to evaluate a candidate's qualifications for the position.

Consistency

Consistency in interviewing is necessary to maintain a thorough and fair selection process. Your interview questions should ensure that similar information is gathered from each candidate for the same job. By asking the same questions of all candidates, you can compare qualifications and responses to the same questions and avoid fairness concerns or an argument that one individual was treated differently because of a protected characteristic.

Follow-Up Questions

Follow-up and clarification questions may be necessary when an interviewer does not fully understand a response; when answers are vague, ambiguous, or do not respond to the question posed; or when the interviewer requires more specific information. Follow-up and clarifying questions seek to elicit more detail and often begin with "what," or "how." Questions inviting personal reflection often begin with "do you" or "are you." While they may be appropriate and necessary in a particular circumstance, questions beginning with "why" may put the candidate on the defensive or result in little useful information, requiring additional questions.

Below are some examples of follow-up/clarifying questions:

- Could you please tell me more about...?
- I'm not quite sure I understand what you mean by...could you give me some examples?
- Could you tell me more about your thinking on that?
- You mentioned ____ could you tell me more about that? What stands out in your mind about that?
- This is what I thought I heard _____. Did I understand you correctly?
- What I hear you saying is _____. Is that correct?
- Can you give me an example of _____?
- What makes you feel that way?
- You just told me about _____. I'd also like to know about _____.

Interview Dos

Here are some dos for successful interviewing:

- Ask questions that facilitate discussion. Open-ended questions allow the candidate the opportunity to speak freely.
- Ask the same questions to each interviewee.
- Limit questions to job-related areas.
- Listening skills are essential in an interview. It is important to let the candidate speak without being interrupted.
- Obtain as much information as possible to assess whether the candidate can and will perform.

Interview Don'ts

Here are some approaches that can lead to an unsuccessful or less effective interview.

- Predominantly asking questions that require a yes or no answer.
- Expressing personal opinions, agreement, or disagreement with a particular issue or statement.
- Asking questions about non-job-related subjects

Interview Guidelines

Below are some examples of questions that the Nevada Equal Rights Commission deems acceptable and unacceptable during an interview.

SUBJECT	ACCEPTABLE	UNACCEPTABLE
Name	Name. "Have you ever used another name?" or "Is any additional information relative to change of name, use of an assumed name, or nickname necessary to enable a check on your work and education record? If yes, please explain."	Maiden name.
Residence	Place of residence	"Do you own or rent your home?"
Age	Statement that employment is subject to verification that applicant meets legal age requirements. "If hired, can you show proof of age?" "Are you over 18 years of age?" "If under 18, can you, after employment, provide a work permit?"	Age. Birth date. Dates of attendance or completion of elementary or high school. Questions which tend to identify applicants over age 40.
Birthplace Citizenship	"Can you, after employment, submit verification of your legal right to work in the United States?" or statement that such proof may be required after employment.	Birthplace of applicant, applicant's parents, spouse, or other relatives. "Are you a U.S. citizen?" or Citizenship of applicant, applicant's parents, spouse, or other relatives. Requirements that the applicant produce naturalization, or immigration papers, or alien card prior to employment.
National Origin	Languages applicant reads, speaks, or writes.	Questions as to nationality, lineage, ancestry, national origin, descent, or parentage of applicant, applicant's parents, or spouse. "What is your mother tongue?" or Language commonly used by applicant. How applicant acquired ability to read, write or speak a foreign language.
Sex or Familial Status	Name and address of parent or guardian if applicant is a minor. Statement of company policy regarding work assignments of employees who are related.	Questions which indicate applicant's sex, sexual orientation, or marital status. Number and/or ages of children or dependents. Provisions for child care. Questions regarding pregnancy, child bearing, or birth control. Name or address of relative, spouse, or children of adult applicant. "With whom do you reside?" or "Do you live with your parents?"

SUBJECT	ACCEPTABLE	UNACCEPTABLE
Race, Color	Employers may ask an applicant to voluntarily provide his/her race. This should be outside the application process and for statistical purposes only.	Questions as to applicant's race or color. Questions regarding applicant's complexion or color of skin, eyes, hair.
Physical Description Photograph	Statement that photograph may be required after employment.	Questions as to applicant's height and weight. Require applicant to affix a photograph to application. Request applicant, as his or her option, to submit a photograph.
Physical Condition Disability	After making an offer of employment and before the applicant begins to work, the employer may condition the offer on the results of a physical examination, if all employees in the same job category and subjected to such an examination.	Questions regarding applicant's general medical condition, state of health, or illnesses or family's medical history. Questions regarding receipt of worker's compensation benefits. "Do you have any physical disabilities?" "Do you have any physical conditions or disability which may limit your ability to perform the job applied for? If yes, what can be done to accommodate your limitation?"
Religion	Statement by employer of regular days, hours, or shifts to be worked.	Questions regarding applicant's religion. Religious days observed or "Does your religion prevent you from working weekends or holidays?"
Bonding	Statement that bonding is a condition of hire.	Questions regarding refusal or cancellation of bonding.
Military Service	Question regarding relevant skills acquired during applicant's U.S. military service.	General questions regarding military services such as dates, and type of discharge. Questions regarding service in a foreign military.
Organizations, Activities	"Please list job-related organizations, clubs, professional societies, or other associations to which you belong-omit those which indicate your race, religious, creed, color, national origin, ancestry, sex, age, or disability."	"List all organizations, clubs, societies, and lodges to which you belong."
References	"By whom were you referred for a position here? Name of persons willing to provide professional and/or character references for application.	Questions of applicant's former employers or acquaintances which elicit information specifying the applicant's race, color, religious, creed, national origin, ancestry, physical disability, medical condition, marital status, age, or sex.
Notice in case of emergency	Name and address of person to be notified in case of accident or emergency.	Name and address of relative to be notified in case of accident or emergency.

KEY LEADERSHIP COMPETENCIES



LIST OF RECOMMENDED INTERVIEW QUESTIONS

GENERAL INTERVIEW QUESTIONS

1. What about this opportunity and living and working in this community excites you?
2. Please describe your experience working with elected board members. How do you interact with elected officials and strike a balance between keeping them informed and not overloading them with detail?
3. What do you think is necessary from the TMWA Board for you to be successful as General Manager?

LEADING CHANGE

4. Describe a time where you had to create change in a company. What steps did you take? How did you create alignment? What was the outcome?
5. Describe a time when you experienced resistance to one of your ideas or projects. How did you handle it?
6. Describe some of the successful process improvement projects you've initiated at your organization.
7. What innovations have you fostered in your current or prior organizations?
8. Tell us about a time when you had to make an unpopular recommendation or deliver bad news to a person or governing body to which you reported.

LEADING PEOPLE

9. Describe how you have created a shared purpose among people who initially differed in opinions or objectives.
10. Describe a time when you and your team faced challenging odds. How did you keep them engaged and motivated to overcome the situation and succeed?
11. What is your leadership philosophy and how do you embody your leadership philosophy?
12. How have you connected with people at every level of the organization?
13. Describe a time when you took over a team for someone who had led it for a long time.
14. Please identify, from a leadership perspective, someone you look up to and why.
15. What is a criticism you have previously received regarding your leadership style, and how did you address it?

ACHIEVING RESULTS

16. Describe your three biggest accomplishments on the job?
17. Explain a time when you had to promote a new idea or project to a group. How did you go about persuading them to embrace it?
18. Describe the most difficult professional decision you've ever had to make. How did you decide which course of action was best? What was the outcome?
19. How would you lead the organization in setting and achieving goals?
20. What strategies would you employ to maintain and improve the culture of TMWA, including recognition of employees and stakeholders from various backgrounds?

BUSINESS ACUMEN

21. What types of decisions are most difficult to make? Describe a time where you had to make one of these decisions.
22. What recurring problem did you have in a previous (or your current) role that you wanted to resolve but did not? Why not?
23. What is your experience with managing, budgeting, and finance?
24. Describe a time when you used industry and/or financial data to support approval of a successful project.
25. What do you see as the biggest business drivers for the industry in general and for TMWA specifically?


RESOURCE MANAGEMENT

26. Please describe a project or area in which you participated in regional collaboration involving other agencies in addition to your own.
27. How would you ensure that the organization is investing in and leveraging resources effectively?
28. Describe how you balance the expectations and priorities of various stakeholders including, internal and external?
29. Describe how you have promoted effective and efficient management of resources.
30. What have you done in your previous (or your current) role that made a significant difference to the business and for which you believe you will be remembered?

FINAL THOUGHTS

31. Are there any questions you would like to ask?

GENERAL MANAGER POSITION DESCRIPTION

	<h3>Position Description</h3>
Position Title: General Manager	Job Class: MPAT Regular
Department: Administration	FLSA Status: Exempt
Reports To: TMWA Board of Directors	Grade/Level: F101
Positions Supervised: Assistant General Manager, Chief Financial Officer, Director of Distribution, Director of Natural Resources, Director of Engineering, Director of Operations and Water Quality, HR Manager, Executive Administrative Assistant	
<i>Printed copies are for reference only. Please refer to the electronic copy for the latest version.</i>	

Position Summary

Under policy direction of the Board, the General Manager is responsible for the leadership and management of Truckee Meadows Water Authority (TMWA). Develops, implements, and executes short- and long-term plans, policies, budgets and strategies consistent with TMWA's vision, *to enhance the quality of life in the Truckee Meadows by delivering exceptional, customer-focused water services.*

The General Manager develops policy recommendations for Board of Directors' action; and provides highly responsible and complex administrative support to the Board of Directors.

The General Manager is accountable to the Board of Directors for the administration of all TMWA services and activities to ensure delivery of high-quality water in a cost-effective manner and managing water resources and planning facilities to meet the community's water needs.

Receives policy direction from the Board of Directors.

Essential Duties and Responsibilities

We believe that each employee makes a significant contribution to our success. That contribution should not be limited by the assigned responsibilities. Therefore, this job description is designed to outline primary duties, qualifications, and job scope, but not limit the incumbent nor TMWA to adjust the work identified. It is our expectation that each employee will offer his/her services wherever and whenever necessary to ensure the success of our endeavors.

Examples of Duties:

- Act as an agent for the Board of Directors in the administration of TMWA's operations and services.
- Prepare and present policy recommendations and advise the board on matters of policy and administration of TMWA.
- Provide highly responsible staff support to the Board of Directors; develop agendas for Board meetings; prepare Staff reports to the Board of Directors; maintain frequent communications with Board members
- Plan, organize, control, integrate and evaluate the work of all TMWA divisions to ensure that operations and services comply with the policies and strategic direction set by the Board and with all applicable laws and regulations.
- Direct, oversee and participate in the development of TMWA's strategic goals, assign work activities, projects, and programs to appropriate department heads, monitor workflow; review and evaluate operational and service methods and procedures.
- Establish broad departmental policies and direct and coordinate the activities of the organization in carrying out those policies.
- Direct near-term and long-range studies related to financial planning, water rates, water supply, capital improvements and facilities to assure financial, operational and resource availability and stability of TMWA.
- Supervise and direct preparation of the annual budget; direct, review and evaluate annual budget requests of all departments and direct the preparation of budget recommendations to the Board of Directors.

- Direct continuous review of TMWA expenditures throughout the fiscal year to ensure proper expenditures of authorized funds.
- Recommend a long-range plan of capital improvements, including provision of pertinent financial data and financing recommendations.
- Provide an in-depth analysis and review of all TMWA programs on a regular basis in such a manner that the Board may make policy decisions, and develop ways of achieving efficiency in all TMWA operations.
- Develop, implement, and maintain an adequate system of checks and controls to safeguard TMWA money and property.
- Perform investigations, studies or surveys as the Board may designate or that he/she may deem necessary; research and prepare technical and administrative reports and studies; prepare written correspondence as necessary.
- Coordinate TMWA activities with outside agencies and organizations; provide staff assistance to the Board of Directors; prepare and present staff reports and other necessary correspondence.
- Select, train, motivate and evaluate the executive management team; provide or coordinate management staff development; work with employees to correct deficiencies; implement discipline and termination procedures.
- Represent TMWA to outside groups and organizations; participate in outside community and professional groups committees.
- Respond to and resolve difficult citizen requests and complaints; research situations and prepare response and action plan for resolution.
- Build and maintain positive working relationships with co-workers, other TMWA employees and the public using principles of good customer service.
- Perform related duties as assigned by the Board of Directors.

Knowledge, Skills & Abilities

Knowledge of:

Principles and practices of local government administration and operations especially those of a water utility operation; principles and practices of effective communication; principles and practices of policy development and implementation; pertinent local, state and Federal laws, rules, and statutes; principles and practices of leadership motivation, team building and conflict resolution; organizational and management practices as applied to the analysis and evaluation of utility programs, policies and operational needs; principles of water utility organization, administration, executive team management, and utility financing; principles and practices of government budget preparation and administration especially characteristic of utility operations; principles of management supervision, training and performance evaluation; principles of labor relations.

Skilled in/Ability to:

Communicate clearly and concisely, both orally and in writing; model and encourage open, honest, and direct communications both internal and external to department; plan, assign, direct and control a variety of functional areas with overlapping work; select, motivate, and evaluate staff and provide for their training and development; prepare, administer, and monitor organization wide budget; analyze complex operational and administrative problems, evaluate alternatives, and recommend or implement effective courses of action; develop and implement goals, objectives, policies, procedures, work standards and management controls; exercise sound independent judgement within general policy guidelines; establish and maintain effective working relationships with managers, staff, contractors, consultants, vendors, and others encountered in the course of work; use tact, discretion, and diplomacy in dealing with sensitive situations and concerned people and customers both internal and external; collaborate and cooperate with other departments on companywide projects and initiatives; understand, interpret, explain, and adhere to federal, state, and local laws, regulations, and codes and TMWA policies, procedures, and rules; encourage an organizational culture of inclusion and empower staff at all levels to take a solutions-focused approach to resolve problems and implement appropriate conflict management strategies; prepare clear and concise reports, correspondence, and other written materials; contribute effectively to the accomplishment of organizational goals, objectives, and activities.

Education & Experience Requirements

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications is:

Education: Equivalent to a bachelor's degree from an accredited college or university with major course work in public or business administration, engineering, political science, or related field.

Experience: Ten (10) years of increasingly responsible experience in management and administration (preferably with a water district or utility) managing, preparing, and coordinating a variety of programs in engineering, natural resources, administration, finance, water law, distribution and or operations; five (5) years of which must be in an administrative and management capacity.

Desirable: Related master's degree or advanced degree desirable.

Certifications & Licensure Requirements

A valid Nevada (or California – depending on state of residency) Driver License at time of hire and continuing thereafter and ability to maintain insurability under TMWA's vehicle insurance policy.

Employment is contingent upon successful completing a background investigation during hire and periodically thereafter during employment.

This position is considered a safety sensitive position and employment is contingent upon the results of drug and/or alcohol testing which includes screening for marijuana. The presence of marijuana or other screened for substances on any employment related substance test may result in a refusal to hire or termination of employment.

Physical and Mental Demands, Work Environment

The physical and mental demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands

This position requires in-person reporting and incumbents must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various TMWA work and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. May occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

When working in the field, must possess strength, stamina, and mobility to sit, stand, and walk on level, uneven, or slippery surfaces; and reach, twist, turn, kneel, bend, stoop, squat, and crouch to inspect TMWA facilities and projects.

Mental Demands

While performing the duties of this class, an employee is regularly required to use written and oral communication skills; read and interpret data, information, and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; deal with changing, intensive deadlines, and interact with officials and the public.

Work Environment

The employee normally works under typical office conditions. The employee is frequently exposed to outside weather conditions and wet and/or humid conditions. The noise level is normally quiet. Incumbents are required to ensure reliable 24/7 operations, including on-call coverage and response to emergencies.

CANDIDATE SUMBISSIONS (ALPHA BY LAST NAME)

DAMION LAMPLEY

Application

Candidate Application

First Name: Damion	Last Modified: 04/13/2022 03:01 PM
Last Name: Lampley	Created: 01/26/2022 08:42 PM
Address 1: [REDACTED]	Job: General Manager [2022-AD-01]
Address 2:	Source: Indeed
City: Accokeek	If Referral, provide Name:
State: MD	Rating: Potential
Zip: 20607	Disposition:
Phone: [REDACTED]	Score: N/A
Phone 2:	Current Stage: Interview
Email: [REDACTED]	

Acknowledgements

* Truckee Meadows Water Authority does not accept resumes in lieu of a completed employment application. Qualifying Education and Experience, including TMWA employment must be clearly documented in the Education and Work Experience Sections of the employment Application. DO NOT submit a resume for your employment application or write "see attached resume" on your application.

I understand my resume will not be accepted in lieu of a completed employment application.

* In an effort to go GREEN, TMWA will only be sending out electronic notices.

I understand TMWA Human Resources Department will only be sending electronic notices.

* I understand due to the volume of applications received, TMWA is not able to provide application or candidacy status updates over the phone.

Yes

Application -Work History Confirmation Questions

I understand if hired, TMWA will perform a background check which will include verification of past employment and gaps between employment greater than 30 days. Before submitting this questionnaire and your application, it is HIGHLY recommended that you review your employment history and ensure you have accounted for all jobs for the last 7 years and that you have accounted for all gaps between employment greater than 30 days as a separate employment field on your employment application. Please be advised, ANY unaccounted for gaps may be grounds for disqualification.

* I acknowledge and agree that I have provided a complete work history for the last seven (7) years on my application, or that I do not have a seven (7) year work history to provide and have accounted for all employment during the last seven (7) years. (Information provided on Resumes or in Cover Letters are not considered part of the employment application.)

Yes

If no to the above, please explain:

I acknowledge and agree that I have accounted for all gaps between employment greater than 30 days as a separate employment field on my employment application.

Yes

I acknowledge when providing employment history and accounting for gaps, I have, at a minimum, provided a "From" month and year and a "To" month and year. Providing only the year in these areas of the application could be grounds for disqualification.

Yes

Safety Sensitive Position Acknowledgement

* This position is considered **SAFETY SENSITIVE**. As such, individuals offered employment in a safety sensitive position will be subject to mandatory pre-employment chemical screening, to include screening for the presence of marijuana. The presence of marijuana on a pre-employment chemical screening test for a safety sensitive position may result in a refusal to hire.

I understand that the position for which I am applying for is considered a safety sensitive position and as such will be subject to mandatory pre-employment chemical screening to include the screening for the presence of marijuana.

TMWA Employment Application 2020

PERSONAL INFORMATION

* Are you legally authorized to work in the United States?
(Proof of identity and eligibility will be required upon
employment. This organization participates in E-Verify. For **Yes**
more information please visit the career section of our
website.);

* Are you at least 18 years or older? (If no, you may be **Yes**
required to provide authorization to work);

I understand any offer of employment extended by Truckee Meadows Water Authority is extended as a conditional offer
contingent on the passing of a post-offer drug test as well as satisfactorily completing a background investigation.

Background investigations will include verifications of past employment history as well as a criminal history investigation.

A record of conviction will not necessarily bar the applicant from employment and Truckee Meadows Water Authority will
consider factors such as:

- (1) The length of time that has passed since the offense;
- (2) The age of the applicant at the time of the offense;
- (3) The severity and nature of the offense;
- (4) The relationship of the offense to the position for which the applicant has applied; and
- (5) Evidence of the rehabilitation of the applicant.

Additionally, depending on the level and or requirements of the position, background investigations may also include:
inquiry into driving records, reference checks, education verification, certification/licensure verifications and or a credit
check (if authorized pursuant to NRS 613.580).

Yes

I understand Truckee Meadows Water Authority's auto insurance will not extend coverage to drivers who do not meet the
following conditions:

- All drivers must be at least 18 years old and hold a valid state license.
 - Drivers under the age of 21 must have a clean motor vehicle report with no citations of any sort at all.
- Drivers 21 years and older must not have any of the following events within the past 36 months:
 - Any combination of 3 or more moving violations and or at fault accidents
 - 2 or more at fault accidents
 - 1 major violation as outlined below:
 - Driving while intoxicated (DWI)/Driving under the influence (DUI)
 - Reckless driving
 - Speeding at more than 25 miles per hour over the speed limit
 - Driving under a suspended/revoked driver's license
 - Leaving the scene of an accident
 - Negligent, homicide, manslaughter or assault arising out of the operation of a motor vehicle
 - Felony conviction aggravated assault involving a motor vehicle
 - Using a motor vehicle for the commission of a felony

Yes

* Do you have any relatives who currently work for TMWA?: **No**

If yes, please provide details
(Who/Relationship/Department):

* Are you able to perform the essential functions of the job
for which you are applying, with or without a reasonable **Yes**
accommodation?:

If no, please explain:

* When would you be available to begin work?: **March 1, 2022**

EMPLOYMENT DESIRED

* Type of employment desired: **Full Time**

* Hourly rate/salary desired: **Neg.**

* Are you currently employed?: **Yes**

If so, may we inquire of your present employer?: **No**

If presently employed, why are you considering leaving?:

EDUCATION

Give record of all High Schools, Colleges, Universities and Vocational/Technical Schools you have attended.

School Name & Location	Did you Graduate?	Degree Received	Subjects Studied/Major
------------------------	-------------------	-----------------	------------------------

If you have completed any special courses, seminars and/or training that would help you to perform the position for which you are applying, please describe:

EMPLOYMENT HISTORY

Beginning with your present employer, list your employment for the last seven (7) years. You may include volunteer and or military experience. Account for any gaps of unemployment greater than 30 days.

REFERENCES

Please provide three references (not relatives).

Name	Relationship	Phone Number	Email
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AUTHORIZATION

Please read carefully before signing.

Truckee Meadows Water Authority is an Equal Opportunity Employer.

I certify that all statements made in this application for employment, and any subsequent information supplied by me in connection with my employment application, are true and complete. I understand that any false statements or omission of facts in connection with my employment application shall result in my failure to receive an offer of employment, or if I have been hired, in my termination from employment regardless of the length of employment.

I authorize contact with any person or entity named in this application to make any investigations of my education, employment history and licensure and certifications. I release Truckee Meadows Water Authority, and any employee, representative or agent of Truckee Meadows Water Authority who conduct said investigations, from any legal liability in conducting investigations as to my qualifications for employment.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Truckee Meadows Water Authority to hire me. I understand that employment with Truckee Meadows Water Authority is "at will," which means that either I or Truckee Meadows Water Authority can terminate the employment relationship at any time, with or without prior notice and for any reason or for no reason. I understand that no representative of Truckee Meadows Water Authority has the authority to make any assurance to the contrary.

I understand that I am required to abide by all rules and regulations of Truckee Meadows Water Authority. I understand that employment with Truckee Meadows Water Authority is contingent upon satisfactory results from a pre-employment drug screening examination and criminal background check.

* Signature (type name): **Damion Lampley**

* Date: **2022-01-26**

Employment Application Update

PERSONAL INFORMATION

- * Are you legally authorized to work in the United States? **Yes**
(Proof of identity and eligibility will be required upon employment. This organization participates in E-Verify. For more information please visit the career section of our website.);
- * Are you at least 18 years or older? (If no, you may be required to provide authorization to work): **Yes**

I understand any offer of employment extended by Truckee Meadows Water Authority is extended as a conditional offer contingent on the passing of a post-offer drug test as well as satisfactorily completing a background investigation.

Background investigations will include verifications of past employment history as well as a criminal history investigation.

A record of conviction will not necessarily bar the applicant from employment and Truckee Meadows Water Authority will consider factors such as:

- (1) The length of time that has passed since the offense;
- (2) The age of the applicant at the time of the offense;
- (3) The severity and nature of the offense;
- (4) The relationship of the offense to the position for which the applicant has applied; and
- (5) Evidence of the rehabilitation of the applicant.

Additionally, depending on the level and or requirements of the position, background investigations may also include: inquiry into driving records, reference checks, education verification, certification/licensure verifications and or a credit check (if authorized pursuant to NRS 613.580).

Yes

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- All drivers must be at least 18 years old and hold a valid state license.
 - Drivers under the age of 21 must have a clean motor vehicle report with no citations of any sort at all.
- Drivers 21 years and older must not have any of the following events within the past 36 months:
 - Any combination of 3 or more moving violations and or at fault accidents
 - 2 or more at fault accidents
 - 1 major violation as outlined below:
 - Driving while intoxicated (DWI)/Driving under the influence (DUI)
 - Reckless driving
 - Speeding at more than 25 miles per hour over the speed limit
 - Driving under a suspended/revoked driver's license
 - Leaving the scene of an accident
 - Negligent, homicide, manslaughter or assault arising out of the operation of a motor vehicle
 - Felony conviction aggravated assault involving a motor vehicle
 - Using a motor vehicle for the commission of a felony

Yes

- * Do you have any relatives who currently work for TMWA?: **No**
If yes, please provide details
(Who/Relationship/Department):
- * Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation?: **Yes**
If no, please explain:
- * When would you be available to begin work?: **TBD**

EMPLOYMENT DESIRED

- * Type of employment desired: **Full Time**
- * Hourly rate/salary desired: **TBD**
- * Are you currently employed?: **Yes**
If so, may we inquire of your present employer?: **No**
If presently employed, why are you considering leaving?:

EDUCATION

Give record of all High Schools, Colleges, Universities and Vocational/Technical Schools you have attended.

School Name & Location	Did you Graduate?	Degree Received	Subjects Studied/Major
Louisiana State University Baron Rouge	Yes	BS	Civil Engineering
Southern university Baton Rouge LA	No		
Callaway High School Jackson MS	Yes	Diploma	

If you have completed any special courses, seminars and/or training that would help you to perform the position for which you are applying, please describe:

EMPLOYMENT HISTORY

Beginning with your present employer, list your employment for the last seven (7) years. You may include volunteer and or military experience. Account for any gaps of unemployment greater than 30 days.

EMPLOYER 1

Dates Employed	Employer Name & Address	Employer Phone
From: 2016-06-27 To: 2022-04-13	Washington Suburban Sanitation Commission 14501 Sweitzer Lane Laurel MD	301-206-8600
Job Title	Supervisor Name & Title	May we Contact?
Director-Utility Services	James Price Deputy General Manager	No
Responsibilities	Reason for Leaving	
Oversee operations and maintenance department	Still employed	

EMPLOYER 2

Dates Employed	Employer Name & Address	Employer Phone
From: 2013-08-13 To: 2016-06-13	Prince William County Service Authority 4 County Complex Court, Woodbridge, VA 22195	8033357950
Job Title	Supervisor Name & Title	May we Contact?
Deputy Director Operations and Maintenance	Don Pannell Deputy General Manager	Yes
Responsibilities	Reason for Leaving	
Oversee operations and maintenance department	Career advancement	

REFERENCES

Please provide three references (not relatives).

Name	Relationship	Phone Number	Email
Rahsean Jackson	Friend	[REDACTED]	[REDACTED]
Stacey Chisholm	Co-Worker	[REDACTED]	[REDACTED]
Cedric McNeal	Friend	[REDACTED]	[REDACTED]

AUTHORIZATION

Please read carefully before signing.

Truckee Meadows Water Authority is an Equal Opportunity Employer.

I certify that all statements made in this application for employment, and any subsequent information supplied by me in connection with my employment application, are true and complete. I understand that any false statements or omission of facts in connection with my employment application shall result in my failure to receive an offer of employment, or if I have been hired, in my termination from employment regardless of the length of employment.

I authorize contact with any person or entity named in this application to make any investigations of my education, employment history and licensure and certifications. I release Truckee Meadows Water Authority, and any employee, representative or agent of Truckee Meadows Water Authority who conduct said investigations, from any legal liability in conducting investigations as to my qualifications for employment.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Truckee Meadows Water Authority to hire me. I understand that employment with Truckee Meadows Water Authority is "at will," which means that either I or Truckee Meadows Water Authority can terminate the employment relationship at any time, with or without prior notice and for any reason or for no reason. I understand that no representative of Truckee Meadows Water Authority has the authority to make any assurance to the contrary.

I understand that I am required to abide by all rules and regulations of Truckee Meadows Water Authority. I understand that employment with Truckee Meadows Water Authority is contingent upon satisfactory results from a pre-employment drug screening examination and criminal background check.

* Signature (type name): **Damion Lampley**

* Date: **2022-04-13**

Resume

Damion Raphael Lampley, P.E.

ADDRESS

[REDACTED]
Accokeek, MD 20607
[REDACTED]

CERTIFICATIONS

District of Columbia PE905774
Virginia PE052914
Maryland PE49773
ICS 200, 300, 400, 700 and 800

EDUCATION

Bachelor of Science in Civil Engineering
Louisiana State University
Baton Rouge, Louisiana

EXPERIENCE

Executive Director, Utility Services-

WSSC Water- (6/16-present)

14501 Sweitzer Lane, Laurel, MD 20707

- Total Department Budget: **122M**
- Annual Operating Budget: 86M
- Annual Capital Budget: 35M
- Total Department Employees- 530
- Total Direct Reports- 14
- Provides strategic leadership through planning and directing the activities of the Utility Services Team focused on the repair and maintenance of water distribution and wastewater collection systems assets as well as meter operations. Responsible for focusing on external customers by optimizing operations and creating effective maintenance programs and processes. Provides oversight for all related areas of regulatory compliance. On-call 24-hours/seven days a week for responding on-site, directing response efforts to water/sewer main breaks, basement back-ups and related incidents.
- Supervises employees including selecting or recommending selection, training, assigning and evaluating work, counseling, disciplining, and/or termination or recommending termination;
- Manages and provides guidance in the development of policies, programs, and methods of maintaining and repairing the water and wastewater collection systems for optimal efficiency (i.e., performance indicators, continuous improvement, process analysis, etc.);
- Optimizes maintenance programs by evaluating and establishing best practices in predictive, preventive and corrective maintenance, inclusive of asset management and environmental sustainability, along with a customer orientation;
- Directs the Asset Management Program for Utility Services;

- Ensures compliance with all related regulatory requirements;
- Manages performance of direct reports through effective and timely coaching, setting of annual objectives, mid-term and annual performance discussions, with counseling as required;
- Ensures timely and efficient routine and emergency repairs to the water distribution system and wastewater collection system;
- Champions WSSC strategic priorities and directs the execution of assigned Annual Priorities, including leading Project Teams;
- With the Chief of Engineering and Construction and the Chief of Plant Operations, leads the planning and design of repairs and improvements to the water and wastewater collection systems;
- Manages operational execution of emergency contractors and construction management resources responsible for system repair, including on-site contractor management;
- Ensures efficiency of Meter Operations, the Commission's primary revenue generating function;
- Collaborates with Finance, Engineering and Construction, Acquisition, and Logistics to optimize service delivery and meet level of service agreements while managing cost impact of ongoing maintenance programs as well as current and future capital programs; and
- Prepares and monitors Team's (operating and capital) budget and utilization against annual fiscal year funding and allocations.

Deputy Director, Operations and Maintenance –

Prince William County Service Authority- (8/13-6/16)

4 County Complex Court, Woodbridge, VA 22195

- Assist Director in the operations and maintenance of the infrastructure of the Authority to deliver potable water and collection of wastewater.
- Plan programs and implements complete maintenance repair and construction processes. Work involves water supply and sewage collection, water and sewage pumping, water storage tanks, water treatment, water transmission and distribution mains, sewer force mains and sewer mains, and related facilities
- Supervise unit staff. Assign and review work, and take actions to adjust work, staffing and operations to meet requirements. Select, train, evaluate staff, and take appropriate actions to improve performance when necessary. Initiate actions regarding hiring, transfer, promotion, payroll, leaves, performance, and other personnel actions.
- Coordinate maintenance and construction work with managers, provides technical assistance and data analysis. Coordinate installation of new water and sewer main extensions, pump station upgrades, water tank repairs and replacements, and rehabilitation of water and sewer mains.

Responsibilities also include the overall coordination of maintenance and repairs to Authority main campus buildings as well as remote operation centers.

- Perform administrative duties for Division. Assist Director in the daily management of the Division's operating budgets, personnel, equipment, and facilities. Assist Director on CIP budget requests. Prepare specifications for major expenditures for construction equipment and materials, operating equipment and fleet vehicles. Prepare technical operational reports.
- Coordinate the Division's work. Provide support and work with department managers and field supervisors as well as personnel from other divisions to accomplish Authority goals.
- Analyze data from the Authority's various data sources such as water system compliance testing, maintenance and repair work orders, and other appropriate databases. Determine trends, identify issues, and recommend any needed changes to system operations or systems.
- Answer technical questions and advise the public and other governmental agencies on policy, maintenance and construction costs.
- Coordinate Division's preventative maintenance and repair program.
- Respond to complaints or requests for information from customers.
- Provide direction for implementation of new Authority initiatives such as new SCADA system, Asset Management program, and other Authority programs affecting the Division.

Senior Staff Manager, Water Services –

DC Water and Sewer Authority- (3/10-8/13)

301 Bryant St, NW, Washington, DC 20001

- Manage Capital Improvement Plan Budget
- Coordinate and monitor the scheduling, pricing, and technical performance of company programs.
- Aid in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts
- Develop new business practices and establish Standard Operating Procedures for Maintenance and Replacement
- Ensures adherence to master plans and schedules
- Provide technical guidance and advises the public and other governmental agencies on policy, maintenance and construction costs.
- Coordinate Branch's preventative maintenance and repair program.
- Responds to complaints or requests for information from customers.
- Prepare specifications for major expenditures for construction equipment and materials, operating equipment and fleet vehicles. Prepares technical operational reports.

- Analyze data from the Authority's various data sources such as water system maintenance and repair work orders, and other appropriate databases. Determines trends, identifies issues, and recommends any needed changes to system operations or systems
- Develop solutions to program problems, and direct work of incumbents assisting the program from various departments
- Ensure projects are completed on time and within budget
- Coordinate with other DC Agencies and DC Water constituents
- Coordinate maintenance and construction work with managers, provides technical assistance and data analysis.
- Manage supervisors, program managers and union staff. Assigns and reviews work, and takes actions to adjust work, staffing and operations to meet requirements. Selects, trains, evaluates staff, and takes appropriate actions to improve performance when necessary. Initiates actions regarding hiring, transfer, promotion, payroll, leaves, performance, and other personnel actions.
- Manage Operations and Maintenance of the DC Water potable water infrastructure
- Implement Disciplinary strategies with Union Employees
- Negotiation of Local 872 Bargaining Agreement

Economic Development Engineer-

Georgia Power Company- (5/06-12/10)

- Strategic Relationship Building
- Project Monitoring/Scheduling
- Change Order Processing
- Project Budgeting
- Provide preliminary civil engineering, planning, and environmental information for projects in manufacturing, distribution, office/headquarters and data centers
- Work with local community leaders and development authorities in the preparation and presentation of site evaluations, land use studies, aerial imagery, preliminary environmental analyses, cost estimates, business park master plans, and Conceptual site plans.

SKILLS

Software

- Microsoft Office
- Autodesk Civil 3D 2010
- PowerPoint Management
- Hansen 7.0
- ORACLE WAM/MWM
- J.D. Edwards
- Success Factors
- ARC View GIS
- Arc MAP 9.2
- Maximo Asset
- SCADA
- Azteca City Works
- Oracle C2M

Design Codes

- ACI Concrete Design
- NPDES
- OSHA 29 (CFR) 1926
- Highway Capacity Manual
- Manual for Uniform Traffic Control Devices
- American Association of State Highway and Transportation Officials
- Maryland Storm Water Management Manual
- Virginia Storm Water Management Design Manual
- Georgia Storm Water Management Manual
- District of Columbia Storm Water Management Regulations
- AISC Steel Design
- Clean Water Act
- AWWA M17 Standards

HONORS/ ACTIVITIES

- Georgia Power External Affairs Health and Safety Coordinator
- Georgia Power Community and Economic Development Safety Coordinator
- Georgia Economic Developer's Association
- Xerox Scholarship
- American Society of Civil Engineers
- UNC Kenan Flagler Leadership Graduate
- Executive Leadership Management Graduate
- American Water Works Association
- Vice Basileus- Omega Psi Phi Fraternity, Inc. Psi Nu Chapter
- Board President- The Eugene W. Skinner, Sr. Scholarship and Community Service Foundation

PERSONAL INTERESTS

- Fishing
- Golf
- Soccer

REFERENCE

Available Upon Request

Supplemental Questionnaire

TRUCKEE MEADOWS WATER AUTHORITY (TMWA)
GENERAL MANAGER - SUPPLEMENTAL QUESTIONNAIREⁱ

Name (first and last): DAMION LAMPLEY

Current or most recent title: DIRECTOR- UTILITY SERVICES

Please indicate the name of your current or most recent agency/organization:

Size of population served: 1.8 MILLION

To whom do/did you report: DEPUTY GENERAL MANAGER

Total # of staff in the agency/organization: 1700

of staff for which you are/were responsible and position titles: 530- ENGINEERS, FIELD PERSONNEL, EMERGENCY SERVICES PERSONNEL, CONTRACT PERSONNEL AND ADMIN

What is the greatest number of persons you have supervised directly and indirectly? 14 DIRECT REPORTS AND 530 INDIRECT

Overall budget and what portion were you responsible for?

- COMMISSION BUDGET: 1.556B- CAPITAL
- COMMISSION BUDGET: 852M-OPERATING
- Total Department Budget: 122M
- Annual Operating Budget: 86M
- Annual Capital Budget: 35M

What is the largest budget you've ever been responsible for?

- Total Department Budget: 122M
- Annual Operating Budget: 86M
- Annual Capital Budget: 35M

1. Under Nevada open meeting law, decisions made by the TMWA Board, including the interview and selection of the new General Manager must occur in open session of a noticed public meeting. If selected for an interview, it would be conducted during an open noticed public meeting. Additionally, your application, resume, and supplemental questionnaire will be attached to the agenda and available to the public. Considering the above, if selected to interview, would you be willing to interview and have your application materials reviewed during an open and public meeting?

ⁱ Information submitted in response to this questionnaire will be incorporated into the consideration process.


TO BE DISCUSSED

- 2. Please describe your current community, agency, agency reporting structure, and some of the current issues affecting your community, agency, and/or department.**
Commissioners-General Manager- Deputy General Manager- Senior Leadership Team Challenges: Aging Infrastructure, Aging workforce, succession planning, AAA Bond Rating in Jeopardy, Budget Cuts and Delinquent Accounts
- 3. What do you consider to be three of your notable and recent professional accomplishments most relevant to this position?** **Reduction of Overtime, 3 Successful negotiations of Union Contracts, and Resiliency to perform work with reduction in budgets**
- 4. Summarize your philosophy on management and leadership. Give examples that show your philosophy in practice. What are your best skills as a leader and manager?**
Managers tend to manage daily activities while leaders are visionaries who understand the day to day and is steady planning for the future state. As a manager, my best skills include managing employee relations and problem solving. As a leader, my best traits are building trust communicating and inclusiveness.
- 5. As succinctly as possible, summarize your experience**
 - a) in the utility industry, I have managed general services, fleet, water/wastewater pump stations, production and wastewater treatment plants, facilities, Emergency Services Center, Facility Maintenance, water and sewer line repair crews, consent decrees, CIP/Operating Budgets and more.**
 - b) local government leadership, I have been a member of the Executive Team at WSSC for 6 years, I was a member of the Leadership Team for DC Water and PWCSA for a total of 6 years.**
 - c) collective bargaining and labor relations, successfully negotiated 3 contracts at WSSC and 1 at DC Water**
 - and d) collaboration with other local agencies. The DC Metro area is the most political area in the country. We serve two counties in the area with Commission board members from both. I work with several jurisdictions in the counties and surrounding areas, federal agencies -Walter Reed, US Army, Navy, etc. and several state agencies such as MDE, MDOT and DOH and others.**
- 6. Please describe your knowledge and experience as it relates to the River, Truckee River Operating Agreement, and or working on bi-state water issues. I have no experience with the Truckee River Agreement; however, if it is similar to any agreement we have for access to the Potomac River (Water Source-for the tri-state DMV area). You have a responsibility to return clean water to the Truckee River. Also, understand and make water conservation efforts to reduce the burden on the river.**

Possibly find other sources of supply. We face the same issues as we compete for water with DC and Virginia.

- 7. Truckee Meadows Water Authority seeks a General Manager, who has a progressive leadership style and whose performance demonstrates comment to our core values of 1) being positive, 2) showing respect, 3) demonstrating integrity, 4) being dedicated, and 5) achieving excellence. Explain why this is you. I believe my industry reputation speaks for itself. I have a proven track record of establishing and accomplishing strategic goals. I have been dedicated to my work and constantly committed to educating and recruiting for the water industry. I serve on several local committees in support of clean water. My staff would lead you agree that I have integrity and respect them no matter their class, wealth or station in life.**
- 8. Why are you interested in making a change at this time? It has been my goal to become a General Manager and I believe my career has prepared me today. Additionally, I want to make change at an organization that ensures the customers come to love and understand the value of their water and our service. What barriers are there to accepting the position if it is offered to you? Notice to my current employer. If you are offered the position, how soon could you start? 30 days.**

Pre-Interview Executive Background Check





Background Screening Report
Truckee Meadows Water Authority

150 Pearl Rd
Brunswick, OH 44212
Toll Free 1-877-992-4325

File # 2264973
Created 04/12/2022 11:22 AM EST
Completed 04/15/2022 01:47 PM EST
Last Updated 04/21/2022 01:23 PM EST
Billing Code 1020

Subject Damion Raphael Lampley
DOB [REDACTED]
Address Accokeek, MD

EXECUTIVE SUMMARY REPORT

Service	Searched	Completed
 Civil Litigation Check	PRINCE GEORGES COUNTY, MD	04/15/22 01:39 PM
 Credit Report		04/21/22 01:23 PM
 Education Verification	LOUISIANA STATE UNIVERSITY	04/12/22 12:03 PM
 Employment Verification	WASHINGTON SUBURBAN SANITARY COMMISSION	04/12/22 11:27 AM
 Employment Verification	PRINCE WILLIAM COUNTY SERVICE AUTHORITY	04/14/22 11:16 AM
 Federal Civil Litigation Check	DISTRICT OF MARYLAND	04/12/22 12:01 PM
 Professional License Verification	PE905774, PROFESSIONAL ENGINEER	04/13/22 02:09 PM
 Professional License Verification	0402052914, PROFESSIONAL ENGINEER	04/12/22 11:48 AM
 Social Intelligence Report		04/13/22 02:03 PM

DISCLAIMER

Various federal, state, and local laws restrict what types of criminal, credit, and other background screening information an enduser can use. Please review all applicable laws before making any determination in connection with this background screening report and consult with counsel as appropriate.

Please be aware that federal and state laws impose limitations on what information may be reported by a consumer reporting agency such as Crimcheck. Crimcheck abides by all applicable reporting limitations.

Page 1 of 1

Notes For Board Consideration



TO: TMWA Board of Directors
FROM: Jessica Atkinson, HR Manager
DATE: June 15, 2022
SUBJECT: Notes for Board Consideration – Damion Lampley

Application/Resume: Complete/Clear

Supplemental Questionnaire: Complete/Clear

Pre-Interview Executive Background Check: Notes for consideration

TMWA used an outside company (Crimcheck) to conduct a pre-interview executive background check on each of the candidates. A Background Screening Executive Summary Report is attached and includes a color-coded results indicator to the left of each service provided. The letter “C” within a green circle, indicates that the results are complete with no further client consideration necessary. The letter “Q” within a red circle indicates further consideration may be warranted.

Mr. Lampley’s pre-interview executive background check returned two results as “Q” (credit report and employment verification).

Credit Report: Notes for consideration

Mr. Lampley’s credit report reflects two accounts noted as “charged off account.” This notation generally indicates the lender or creditor has written the account off as a loss, and the account is closed to future charges. Mr. Lampley has reported that the two “charged off accounts” do not belong to him. He has since been instructed to contact Crimcheck to open a dispute on both.

Employment Verification: Complete/Clear

The question flag on Mr. Lampley’s employment verification for Washington Suburban Sanitary Commission is related to an entry error. Mr. Lampley inadvertently included his current employer when providing information to perform the employment verifications. Because current employment is not within the scope of the pre-interview background check, Staff requested this verification be pulled, which is what caused it to be reported as a red “Q”.

JOHN ZIMMERMAN

Application

Candidate Application

First Name: John	Last Modified: 04/07/2022 03:21 PM
Last Name: Zimmerman	Created: 02/10/2022 05:58 PM
Address 1: [REDACTED]	Job: General Manager [2022-AD-01]
Address 2: [REDACTED]	Source: Current Employee
City: Reno	If Referral, provide Name:
State: Nevada	Rating: Potential
Zip: 89511	Disposition:
Phone: [REDACTED]	Score: N/A
Phone 2: [REDACTED]	Current Stage: Interview
Email: [REDACTED]	

Cover Letter

TMWA Board Members:

Thank you for your time and consideration of my application to become the next leader of the Truckee Meadows Water Authority. I am applying for this position because I want to continue to serve this board, TMWA employees, and my community. I believe I am the best fit to lead this organization into the future based on my leadership style, communication skills, broad legal experience, and water law expertise. This unique skill set, coupled with my knowledge of TMWA, provide me a strong basis to serve as the next General Manager.

The next General Manager should strive to continue the standard of excellence set by Mr. Foree and TMWA's management team and be prepared to navigate TMWA through the challenges it is certain to face. Given my experience, I can navigate challenges—such as impacts from climate change, drought, growth, infrastructure planning and maintenance, and succession planning—to continue to provide TMWA solid footing to serve this community. TMWA's primary asset is its employees and one of my priorities will be to continue to attract and retain the best talent in the region so that TMWA will continue to provide the community the highest level of service.

Over the last six years at TMWA I have learned and gained an understanding about TMWA's operations and challenges so that, if given the opportunity, I would be prepared and able to lead the organization. Working with outside legal counsel and TMWA's hydrology staff I have gained a solid understanding of the Truckee River Operating Agreement, the Truckee River system and how it is operated, and the various parties' interests. I understand the positions of other parties and have built strong relationships. I have been heavily involved with numerous projects, all of which are intended to put TMWA and its current and future water resources in the best possible position. Current TMWA employees and customers benefit greatly from the decisions of past TMWA leaders who had the foresight and courage to prepare for the future such as (1) acquiring the water in Independence and Donner lakes; (2) preserving through a contentious, complicated, and expensive negotiation over TROA; and (3) ensuring that growth pays for growth and setting and holding developers to high standards so that all projects withstand the test of time. We are in the business of forever and I plan to continue those high standards.

I also believe TMWA should continue to be a regional partner and coordinate with local governments and other agencies to provide the most benefit to the community. These projects include the Return Flow Management Agreement with Reno, Sparks, and the TRI GID; use of Marietta Lake system water with Nevada, Carson City, and Storey County; American Flat A+ demonstration facility with Reno; Palomino feasibility study with Reno, Sparks, and Washoe County; and collaboration with UNR regarding the Nevada Water Innovation Institute. I have also been involved in several large transactions such as acquisition of the Boomtown water system.

Lastly, I have gained substantial experience and context by providing legal support and guidance to all TMWA's departments over the last six years. I am very fortunate to have been involved in nearly every aspect of the utility's business and operations and the diverse group of highly-motivated professionals that work here. TMWA has cultivated a culture of excellence, initiative, and innovation that strives to give employees opportunities to succeed and grow within the organization. TMWA's management team maintains very open and straightforward discussions with all employees, which fosters teamwork at every level and inspires employees to work hard to reach their full potential. That culture is largely why everyday TMWA fulfills its vision to enhance the quality of life in the Truckee Meadows by delivering exceptional, customer-focused water services. I would work to preserve this culture.

I look forward to applying my unique skill set to continue to serve my community, this board, and all TMWA employees. Thank you for your time and consideration.

John R. Zimmerman

Acknowledgements

* Truckee Meadows Water Authority does not accept resumes in lieu of a completed employment application. Qualifying Education and Experience, including TMWA employment must be clearly documented in the Education and Work Experience Sections of the employment Application. DO NOT submit a resume for your employment application or write "see attached resume" on your application.

I understand my resume will not be accepted in lieu of a completed employment application.

* In an effort to go GREEN, TMWA will only be sending out electronic notices.

I understand TMWA Human Resources Department will only be sending electronic notices.

* I understand due to the volume of applications received, TMWA is not able to provide application or candidacy status updates over the phone.

Yes

Application -Work History Confirmation Questions

I understand if hired, TMWA will perform a background check which will include verification of past employment and gaps between employment greater than 30 days. Before submitting this questionnaire and your application, it is HIGHLY recommended that you review your employment history and ensure you have accounted for all jobs for the last 7 years and that you have accounted for all gaps between employment greater than 30 days as a separate employment field on your employment application. Please be advised, ANY unaccounted for gaps may be grounds for disqualification.

* I acknowledge and agree that I have provided a complete work history for the last seven (7) years on my application, or that I do not have a seven (7) year work history to provide and have accounted for all employment during the last seven (7) years. (Information provided on Resumes or in Cover Letters are not considered part of the employment application.)

Yes

If no to the above, please explain:

I acknowledge and agree that I have accounted for all gaps between employment greater than 30 days as a separate employment field on my employment application.

Yes

I acknowledge when providing employment history and accounting for gaps, I have, at a minimum, provided a "From" month and year and a "To" month and year. Providing only the year in these areas of the application could be grounds for disqualification.

Yes

Safety Sensitive Position Acknowledgement

* This position is considered **SAFETY SENSITIVE**. As such, individuals offered employment in a safety sensitive position will be subject to mandatory pre-employment chemical screening, to include screening for the presence of marijuana. The presence of marijuana on a pre-employment chemical screening test for a safety sensitive position may result in a refusal to hire.

I understand that the position for which I am applying for is considered a safety sensitive position and as such will be subject to mandatory pre-employment chemical screening to include the screening for the presence of marijuana.

TMWA Employment Application 2020

PERSONAL INFORMATION

* Are you legally authorized to work in the United States?
(Proof of identity and eligibility will be required upon employment. This organization participates in E-Verify. For more information please visit the career section of our website.) **Yes**

* Are you at least 18 years or older? (If no, you may be required to provide authorization to work): **Yes**

I understand any offer of employment extended by Truckee Meadows Water Authority is extended as a conditional offer contingent on the passing of a post-offer drug test as well as satisfactorily completing a background investigation.

Background investigations will include verifications of past employment history as well as a criminal history investigation.

A record of conviction will not necessarily bar the applicant from employment and Truckee Meadows Water Authority will consider factors such as:

- (1) The length of time that has passed since the offense;
- (2) The age of the applicant at the time of the offense;
- (3) The severity and nature of the offense;
- (4) The relationship of the offense to the position for which the applicant has applied; and
- (5) Evidence of the rehabilitation of the applicant.

Additionally, depending on the level and or requirements of the position, background investigations may also include: inquiry into driving records, reference checks, education verification, certification/licensure verifications and or a credit check (if authorized pursuant to NRS 613.580).

Yes

I understand Truckee Meadows Water Authority's auto insurance will not extend coverage to drivers who do not meet the following conditions:

- All drivers must be at least 18 years old and hold a valid state license.
 - Drivers under the age of 21 must have a clean motor vehicle report with no citations of any sort at all.
- Drivers 21 years and older must not have any of the following events within the past 36 months:
 - Any combination of 3 or more moving violations and or at fault accidents
 - 2 or more at fault accidents
 - 1 major violation as outlined below:
 - Driving while intoxicated (DWI)/Driving under the influence (DUI)
 - Reckless driving
 - Speeding at more than 25 miles per hour over the speed limit
 - Driving under a suspended/revoked driver's license
 - Leaving the scene of an accident
 - Negligent, homicide, manslaughter or assault arising out of the operation of a motor vehicle
 - Felony conviction aggravated assault involving a motor vehicle
 - Using a motor vehicle for the commission of a felony

Yes

* Do you have any relatives who currently work for TMWA?: **Yes**

If yes, please provide details (Who/Relationship/Department): **Scott Estes, father-in-law, Director of Engineering**

* Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation?: **Yes**

If no, please explain:

* When would you be available to begin work?: **Immediately**

EMPLOYMENT DESIRED

* Type of employment desired: **Full Time**

* Hourly rate/salary desired: **TBD**

* Are you currently employed?: **Yes**

If so, may we inquire of your present employer?: **Yes**

If presently employed, why are you considering leaving?:

EDUCATION

Give record of all High Schools, Colleges, Universities and Vocational/Technical Schools you have attended.

School Name & Location	Did you Graduate?	Degree Received	Subjects Studied/Major
Lowry High School	Yes	high school diploma	
UNR	Yes	BS and MS	Resource Economics
UNLV	Yes	JD	Law

If you have completed any special courses, seminars and/or training that would help you to perform the position for which you are applying, please describe:

Phase 3 Leadership Training Program, Public Utilities & Waterworks Management Institute; books on leadership (Extreme Ownership, Dichotomy of Leadership, Dare to Lead, 5 Disfunctions of a Team, 7 Habits of Highly Effective People, 21 Irrefutable Laws of Leadership, Boundaries for Leaders, Emotional Intelligence, Good to Great, Start with Why, The Speed of Trust, Boundaries for Leaders, Rising Strong).

EMPLOYMENT HISTORY

Beginning with your present employer, list your employment for the last seven (7) years. You may include volunteer and or military experience. Account for any gaps of unemployment greater than 30 days.

EMPLOYER 1

Dates Employed	Employer Name & Address	Employer Phone
From: 06/07/2021 To: 02/10/2022	Truckee Meadows Water Authority	775-834-8009
Job Title	Supervisor Name & Title	May we Contact?
Assistant General Manager	Mark Foree General Manager	Yes
Responsibilities	Reason for Leaving	
See attached resume.	Opportunity to lead TMWA.	

EMPLOYER 2

Dates Employed	Employer Name & Address	Employer Phone
From: 03/21/2016 To: 06/07/2021	Truckee Meadows Water Authority	775-834-8250
Job Title	Supervisor Name & Title	May we Contact?
Water Resources Manager	John Enloe Natural Resources Director	Yes
Responsibilities	Reason for Leaving	
See attached resume.	Opportunity to help lead TMWA.	

EMPLOYER 3

Dates Employed	Employer Name & Address	Employer Phone
From: 09/05/2006 To: 03/11/2016	Parsons Behle & Latimer NA	7753231601
Job Title	Supervisor Name & Title	May we Contact?
Lawyer		Yes
Responsibilities	Reason for Leaving	
See attached resume.	Opportunity to join TMWA.	

REFERENCES

Please provide three references (not relatives).

Name	Relationship	Phone Number	Email
Chad Blanchard	Federal Water Master	[REDACTED]	[REDACTED]
Adam Sullivan	Nevada State Engineer	[REDACTED]	[REDACTED]
Doug Thornley	Reno City Manager	[REDACTED]	[REDACTED]

AUTHORIZATION

Please read carefully before signing.

Truckee Meadows Water Authority is an Equal Opportunity Employer.

I certify that all statements made in this application for employment, and any subsequent information supplied by me in connection with my employment application, are true and complete. I understand that any false statements or omission of facts in connection with my employment application shall result in my failure to receive an offer of employment, or if I have

been hired, in my termination from employment regardless of the length of employment.

I authorize contact with any person or entity named in this application to make any investigations of my education, employment history and licensure and certifications. I release Truckee Meadows Water Authority, and any employee, representative or agent of Truckee Meadows Water Authority who conduct said investigations, from any legal liability in conducting investigations as to my qualifications for employment.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Truckee Meadows Water Authority to hire me. I understand that employment with Truckee Meadows Water Authority is "at will," which means that either I or Truckee Meadows Water Authority can terminate the employment relationship at any time, with or without prior notice and for any reason or for no reason. I understand that no representative of Truckee Meadows Water Authority has the authority to make any assurance to the contrary.

I understand that I am required to abide by all rules and regulations of Truckee Meadows Water Authority. I understand that employment with Truckee Meadows Water Authority is contingent upon satisfactory results from a pre-employment drug screening examination and criminal background check.

* Signature (type name): **John R. Zimmerman**

* Date: **02/10/2022**

Resume

John R. Zimmerman, Esq.

A strategic leader with strong communication skills and a proven record of working with cross-functional teams to achieve objectives. Strong understanding of public agencies, roles, and responsibilities and experience working with boards to develop and implement policy in a transparent fashion. A collaborator with developed analytic skills to shepherd and distill information for presentation and decision.

Key Skills

Collaboration Solver	Policy Development/Implementation	Problem
Communication	Regulatory Processes	Water Policy
Negotiation	Relationship Builder	Fiscally
Prudent		

Education

<i>William S. Boyd School of Law, University of Nevada, Las Vegas</i>	
Juris Doctorate	June 2005
<i>University of Nevada, Reno</i>	
Master of Science, Resource Economics	June 2002
Bachelor of Science, Agricultural and Applied Economics and Statistics	June 2000

Experience

Truckee Meadows Water Authority

Assistant General Manager June 2021 – Present

- Assists the General Manager and departments with prioritizing and implementing Board policies and programs; oversees the execution of short-term and long-term goals and objectives consistent with Board approved strategic goals; supports the development of the annual budget and oversees ongoing conformity and compliance; responsible for broad communication across departments; and assumes the responsibilities of the General Manager in their absence.
- Responsible for assisting all departments with legal matters.
- Manage TMWA's legislative affairs and governmental relations matters.
- Assist the General Manager with managing and directing the activities of Finance, Customer Service, Communications and Outreach, Human Resources, Risk Management, Information Technology, Natural Resources, Engineering, Distribution, and Operations.
- Participate in the development of TMWA's Funding Plan, Capital Improvement Plan, Water Facilities Plan, and Water Resource Plan.
- Responsible for working with staff to assemble and review TMWA Board meeting agendas and reports and responding to board member questions and requests.

Water Resources Manager March 2016 – June 2021

- Directly responsible for Legal and Legislative Affairs, Water Rights, Lands, Resource Economists, and Conservation.

- Legal advisor to all departments regarding water rights, real property, contracts, water service agreements, annexations, public records, and projects.
- Assist Human Resources and management with employment and labor relations matters.
- Coordinate with federal, state, local, and tribal governments regarding matters involving TMWA resources and operations.
- Coordinate with TMWA hydrologists and hydrogeologists to maximize the efficient use of the utility's water resources.
- Collaborate with staff from Reno, Sparks, Washoe County on projects involving management of the region's water resources.
- Represent TMWA on the Northern Nevada Water Planning Commission.
- Assist staff with complicated water right and water service issues.

Parsons, Behle & Latimer, Lawyer

Sept. 2006 – March 2016

- Represented water districts, ranchers, farmers, mining companies, and land development companies in all aspects of water law. Advocated for clients in State Engineer administrative hearings and adjudications; represented clients in appeals of State Engineer decisions in district court and Nevada Supreme Court; advised clients in a variety of private party disputes related to water and ditch rights.
- Conducted due diligence for and advised clients regarding title issues related to real property and mining claims.
- Negotiated and drafted agreements related to real estate transactions, including purchase and sale contracts, deeds, leases, easements, licenses, restrictive covenants, joint ventures, royalty contracts, and deeds of trust.
- Represented clients in water quality permit appeals to the Nevada State Environmental Commission and exit applications before the Public Utilities Commission.

Douglas County, Law Clerk, Hon. David R. Gamble

August 2005 – August 2006

Nevada Attorney General's Office, Extern, Natural Resources

January 2005 – June 2005

Erickson, Thorpe & Swainston, Ltd., Summer Associate

May 2004 – August 2004

Clark County, Extern, Hon. Michael Douglas

May 2004 – August 2004

University of Nevada, Reno

Graduate Research Assistant, State Horticulturalist

2000 – 2002

Research Assistant, Center for Economic Development

2000

Bureau of Land Management

Wildland Firefighter

1998 – 1999

Court Admissions and Professional Memberships

United States Court of Appeals for the Ninth Circuit

United State District Court for the District of Nevada

State Bar of Nevada

American Water Works Association, CA-NV Section, Water Utility Council

National Judicial College, Dividing the Waters, Board of Advisors

Nevada Supreme Court, Commission to Study Water Adjudication

Published Articles

Representing the Agricultural Water Right Owner, Nevada Lawyer, April 2015

Sage-Grouse in the Sagebrush State, Nevada Lawyer, July 2014

Environmental Requirements of Allocating Water in the Western U.S., 2013, Rocky Mountain Mineral Law Foundation, 59th Annual Institute

The Nevada Supreme Court Clarifies Free Alienability of Water Rights, Nevada Lawyer, Sept. 2009

Presentations

Water Rights Update, Mining and Land Research Institute

Water Rights and Mitigation, Nevada Water Resources Association

Hydrology and the Law, Law Seminars International

Evaluating Water Rights in Nevada, Mining and Land Research Institute

Water Rights in Nevada, National Business Institute

Water Law in Nevada, Mining and Land Research Institute

Mining Law, State Bar of Nevada

Curing Title Defects, National Business Institute

Water Law, Washoe County Bar Association

Forecasting Natural Resources Law, State Bar of Nevada Annual Meeting

Recording and Reliance on the Official Records, Mining and Land Resource Institute

Water Rights on Federal and Indian Lands, Half Moon Seminars

References

Chad Blanchard, Federal Water Master

Adam Sullivan, Nevada State Engineer

John Flansberg, City of Reno, Public Works Director

John Martini, City of Sparks, Assistant City Manager

Doug Thornley, City of Reno, City Manager

Dave Solaro, Washoe County, Assistant County Manager

Mike Kealy, Managing Shareholder, Parsons, Behle & Latimer

Roland Westergard, former Nevada State Engineer and Director of Nevada Department of Conservation and Natural Resources

Jason King, former Nevada State Engineer

Allen Biaggi, former Director, Nevada Department of Conservation and Natural Resources

Supplemental Questionnaire

TRUCKEE MEADOWS WATER AUTHORITY (TMWA)
GENERAL MANAGER - SUPPLEMENTAL QUESTIONNAIREⁱ

Name (first and last): John R. Zimmerman

Current or most recent title: Assistant General Manager

Please indicate the name of your current or most recent agency/organization: Truckee Meadows Water Authority

Size of population served: Approximately 442,000

To whom do/did you report: General Manager

Total # of staff in the agency/organization: 233

of staff for which you are/were responsible and position titles: I am responsible for assisting the General Manager with managing and directing the activities of TMWA's department directors (Finance, Human Resources, Engineering, Natural Resources, Operations, and Distribution) and external legal counsel and lobbyists. On a daily basis, I am also involved in assisting and directing numerous cross-functional teams across all TMWA Departments and operating units. In my previous role as Water Resources Manager, I supervised eight employees in water rights, lands, resource economics, and conservation.

What is the greatest number of persons you have supervised directly and indirectly?
Directly – Eight internal and three external; Indirectly – Approximately 20.

Overall budget and what portion were you responsible for? \$112.5M. As Assistant General Manager, I am responsible for the entire budget along with the General Manager.

What is the largest budget you've ever been responsible for? \$112.5M.

9. Under Nevada open meeting law, decisions made by the TMWA Board, including the interview and selection of the new General Manager must occur in open session of a noticed public meeting. If selected for an interview, it would be conducted during an open noticed public meeting. Additionally, your application, resume, and supplemental questionnaire will be attached to the agenda and available to the public. Considering the above, if selected to interview, would you be willing to interview and have your application materials reviewed during an open and public meeting? Yes.

ⁱInformation submitted in response to this questionnaire will be incorporated into the consideration process.

10. Please describe your current community, agency, agency reporting structure, and some of the current issues affecting your community, agency, and/or department.

The Truckee Meadows is a great community in which to live, work, and raise a family. It has seen periods of incredible growth and economic downturn. The community faces numerous challenges including the lack of affordable housing, homelessness, infrastructure needs, droughts, floods, and mitigating the current and future impacts of climate change.

TMWA was created in 2001 because a few very wise leaders wanted the community to maintain control of its drinking water supply. TMWA is a not-for-profit community-owned and operated drinking water utility led by elected officials from Reno, Sparks, and Washoe County. TMWA is managed by a team of very professional, hard-working, and dedicated employees, which is led by the General Manager. TMWA's management team is heavily involved in the day-to-day operations of the utility and contribute significantly within their departments and areas of expertise. This creates trust and connection between the management team and the employees because we work so closely on projects on a day-to-day basis. TMWA is a very lean organization as far as the number of employees compared to similar utilities. This creates a culture where employees take ownership of their job responsibilities and are enabled to reach their full potential.

TMWA is responsible for providing its customers with the highest quality water in the most reliable and efficient manner. It is also tasked with ensuring that the community has enough water resources for estimated population growth for the next 20 years and beyond. TMWA is constantly evaluating and analyzing how the impacts of climate change may impact the community's drinking water supply in the future and taking steps now to prepare for, and mitigate against, the predicted impacts. Succession planning has been key to making sure TMWA is prepared to overcome future challenges. TMWA works diligently to cultivate internal talent while also attracting high-quality, energetic, and hard-working external candidates.

11. What do you consider to be three of your notable and recent professional accomplishments most relevant to this position?

One of my most notable accomplishments was leading TMWA's team in the acquisition of the West Reno Water System. The System was relatively small, but the transaction included numerous agencies, private companies, and complex deal points. TMWA's internal due diligence team worked very hard to uncover any issues before TMWA acquired the System. This due diligence team included employees from water rights, lands, distribution, operations, engineering, customer service, finance, and legal. This effort showcases TMWA's culture of coming together as a team to get a job done in the best possible manner for TMWA's customers and the community. As team lead, I brought together different subject matter experts to evaluate every aspect of the system and summarize the information so the Board was in the best position to make policy decisions regarding the acquisition.

Each legislative session is an accomplishment in itself. Since 2016, I have been leading TMWA's efforts to monitor, review, and interpret all proposed legislation, work with our internal and external subject matter experts to understand the potential impact to TMWA, engage with TMWA's lobbyists and state legislators, and summarize the issues for TMWA's legislative subcommittee and Board. This again is a team effort and I thoroughly enjoy

working with, and learning from, TMWA's internal experts, legal counsel, and lobbyist and obtaining the Board's input.

There are several promising projects that TMWA is currently working on that may provide substantial benefits to the community. These projects are the American Flat A+ demonstration facility and Palomino Valley feasibility study. If successful, these projects will increase TMWA's drought and climate change resiliency while also helping with the community's wastewater management needs. I am actively engaged in both projects and both involve significant collaboration with local governments, stakeholders, and the community. These projects include numerous aspects and my role is to ensure that they are carefully analyzed and summarized for the TMWA Board and its regional partners to consider.

12. Summarize your philosophy on management and leadership. Give examples that show your philosophy in practice. What are your best skills as a leader and manager?

My management and leadership philosophy is to lead by example and to take extreme ownership of the things within my control. An example of this was the West Reno Water Company acquisition. In that transaction, I shepherded TMWA's team through the due diligence process and made sure I understood every aspect of the due diligence and transaction so that I could summarize and highlight the most-important issues for the Board's consideration.

I am motivated by a desire to do good for this community, solve problems, and help others to reach their full potential. I have a very strong work ethic, maintain a sense of calm (and humor) under stress and pressure, carry myself with humility, and treat others with respect and professionalism. I set high standards, but know that missteps are inevitable and do not dwell on them or seek to blame others. Instead I take ownership as the leader and focus on fixing the mistake and analyzing why it happened so that the team can take steps to make sure it does not happen again. An example of this is when an employee missed a critical water right filing deadline. I brought my water rights team together to discuss how to fix the mistake as soon as possible, and to discuss how it happened and how to make sure it could not happen again. I did not chastise the employee or blame them for the mistake, but instead treated it as a learning opportunity.

I also believe in getting to know my employees and a little bit about their personal lives. By ensuring that every employee's personal and family needs are just as important as their work, employees are able to perform at their peak. This establishes trust with the employees because they know that I am genuinely interested in their personal and family lives. When my employees need to juggle their work schedule or work from home to deal with a personal or family matter, I am very flexible and let the employee know that I will do whatever is feasible to help them.

I enjoy inspiring employees to use their initiative and capitalize on their unique skills, experience, and gifts. I do this by maintaining a very open line of communication with my team; listening to their ideas and aligning them with TMWA's needs; encouraging them to work hard and take ownership of the project; and finally, recognizing them when their hard work and dedication eventually pay off and have a positive impact on TMWA. I lead by putting employees in the best possible position to succeed and giving them an appropriate

level of freedom to accomplish the task. TMWA's leaders must invest in their employees' success so that those employees are prepared to lead TMWA in the future.

I believe in seeking diverse viewpoints and different perspectives on complicated issues. This includes engaging and listening to stakeholders on the Truckee River such as the Pyramid Lake Paiute Tribe, Reno, Sparks, and Washoe County. An example of this engagement is the Return Flow Management Agreement among TMWA, Reno, Sparks, and TRIGID. Since the beginning of that Agreement, TMWA has met with their representatives several times to help them understand the project and its benefits to water quality and overall water resource management. And while stakeholders may not ultimately agree with TMWA's approach, they trust that TMWA will be open and transparent and appropriately consider their concerns.

Lastly, I believe leaders must constantly seek to improve their leadership capabilities and challenge themselves so they are ready when new unforeseen issues arise. I am passionate about learning and seeking ways to improve my personal and professional life. At TMWA I was inspired to learn more about leadership by a seminar on diversity and inclusion taught by Dr. Angie Taylor. Part of Dr. Taylor's course materials was a list of recommended books on leadership and improving leadership skills. Dr. Taylor's list was the catalyst that sparked my interest in reading books on leadership, which has turned into a very rewarding pursuit. I have also put those skills into practice such as leading by example, clearly communicating with employees, making sure employees feel engaged and understand the organization's goals. One of the most important aspects shared by great leaders is making sure to attract and maintain high-quality employees and I will work hard to continue TMWA's success on that front.

13. As succinctly as possible, summarize your experience a) in the utility industry, b) local government leadership, c) collective bargaining and labor relations, and d) collaboration with other local agencies.

As a lawyer in private practice I represented the Moapa Valley Water District in southern Nevada and assisted with all of their water rights needs. The District provided drinking water to residents in the Logandale, Moapa, and Overton communities and is involved in an extremely complicated water rights case involving a very large underground flow system. At TMWA, I spent five years as Water Resources Manager and one year as Assistant General Manager. In both of those roles, I was involved in every aspect of the utility's operations because I provided internal legal advice to all departments and acted as the de facto internal general counsel. I have been heavily involved with collective bargaining and labor relations at TMWA since I started in 2016 including a very complicated, tense, and involved negotiation of the collective bargaining agreement with IBEW. I earned the trust of the union's negotiation team by objectively considering their concerns and requests, clearly communicating TMWA's position, and treating them with respect and professionalism.

Through my involvement with the Northern Nevada Water Planning Commission, I have been engaged with numerous state and local governments and agencies including the Nevada Division of Environmental Protection, Nevada Division of Water Resources (i.e. State Engineer), the cities of Reno and Sparks, Washoe County, the Truckee Meadows Regional Planning Agency, Truckee River Flood Management Authority, and several others. Through this involvement, I

have obtained a greater understanding of the issues that impact these agencies and the community.

TMWA has been the lead organization on several important water resource projects that involve collaboration with other local agencies. These projects include the Return Flow Management Agreement with Reno, Sparks, and the TRI GID; use of Marlette Lake system water with Nevada, Carson City, and Storey County; American Flat A+ demonstration facility with Reno; Palomino feasibility study with Reno, Sparks, and Washoe County; and collaboration with UNR regarding the Nevada Water Innovation Institute; and the OneWater Nevada and One Truckee River initiatives.

14. Please describe your knowledge and experience as it relates to the Truckee River, Truckee River Operating Agreement, and or working on bi-state water issues.

I started my career in 2006 as a water lawyer in private practice. In that role, I represented numerous clients regarding Truckee River water right issues. I understand how to interpret the Orr Ditch Decree and the rights adjudicated under it. I also understand the process of changing decreed rights to municipal use and the nuances regarding return flow requirements and consumptive use. As Water Resources Manager, I managed TMWA's Truckee River rights to maximize their benefit to the community. I have also collaborated with staff from Reno, Sparks, and Washoe County on Truckee River water right issues and have earned their trust in providing objective information regarding their water right issues. Lastly, I have worked extensively with the Federal Water Master and have gained a firm grasp on the nuances of how the Decree is administered.

Since 2016, I have been learning how the Truckee River Operating Agreement (TROA) works and how TMWA uses it to maximize the benefit for the community. I have attended the Federal Water Master's monthly TROA party meetings and through them have gained a significant understanding of how the snowpack, snow water equivalent, and runoff predictions are formulated and used to estimate future Truckee River flows and storage capabilities. I have also developed strong working relationships with TROA representatives from the United States, California, Nevada, Reno, Sparks, Washoe County, TCID, and the Tribe. I have also worked extensively with TMWA's internal and external TROA experts on a wide-range of specific TROA issues and gained a thorough understanding of how TROA is interpreted. TROA is a very complicated contract among numerous parties and references multiple historical documents and contracts, which must all be understood to correctly interpret it.

I have also been involved in water right issues in Washington, Arizona, and Utah and sit on the Board of Advisors of the National Judicial College's Dividing the Waters Program. The Program seeks to educate western judges on water law issues and the technical and scientific aspects of water law cases. As an Advisor, I am involved in helping create course material for judges and collaborating with highly-respected and accomplished water lawyers from around the west.

15. Truckee Meadows Water Authority seeks a General Manager, who has a progressive leadership style and whose performance demonstrates commitment to our core values of 1) being positive, 2) showing respect, 3) demonstrating integrity, 4) being dedicated, and 5) achieving excellence. Explain why this is you.

I maintain a positive perspective in all things I do at TMWA. When a problem arises or someone fails, I do not blame them and instead seek to fix the problem, figure out why the problem happened, and make changes to make sure the problem does not repeat itself. I show respect by treating everyone with courtesy, honesty, and sincerity. I believe in earning and maintaining the respect of my team and TMWA leadership and work hard to do so every day.

I demonstrate integrity by being honest, humble, and as straightforward as possible. I believe in the window-mirror concept. That is, when something goes right and TMWA achieves a success, I look out the window and give credit and congratulations to the employees. Similarly, when something goes wrong and TMWA fails to achieve, I look in the mirror and take ownership for the failure and seek to correct it.

I am dedicated to TMWA, its employees, and this community. I was raised on a large family-owned and operated cattle ranch in northern Nevada. With my parents and my three older sisters, I helped with all ranch work. I learned the value of hard work, teamwork, and physical and mental toughness at an early age. I also had to learn how to figure out problems without a manual, training, or someone to guide me. My parents often told me the objective, but let me figure out how to accomplish it. This taught me to remain calm under pressure and how to solve new and unique problems by thinking through the alternatives, deciding the appropriate course of action, and executing on a plan.


Lastly, I do not avoid uncomfortable or difficult situations. At TMWA I have been asked to be involved in several serious employee issues and investigations. These issues are very emotional and sensitive in nature because they are strictly confidential and can impact a person's livelihood. In each case, I maintained a very calm, balanced, professional, and courteous demeanor. And while I never enjoy getting involved in those types of matters, I believe that my personality and skillset help TMWA and the employee navigate through them toward the best outcome possible.

16. Why are you interested in making a change at this time? What barriers are there to accepting the position if it is offered to you? If you are offered the position, how soon could you start?

This is an opportunity for me to continue to grow and provide benefit to my community as the leader of the region's primary water resource steward. I enjoy leading others by example and inspiring them to reach their full potential for their own professional growth and the benefit of the community.

There are no barriers to accepting this position if offered. I am available to start immediately and would work diligently with the current General Manager to transition as seamlessly as possible into the role.

Pre-Interview Executive Background Check



150 Pearl Rd
Brunswick, OH 44212
Toll Free 1-877-992-4325

Background Screening Report
Truckee Meadows Water Authority

File # 2265094
Created 04/12/2022 12:04 PM EST
Completed 04/14/2022 09:29 AM EST
Last Updated 04/21/2022 01:24 PM EST
Billing Code 1020

Subject John Ross Zimmerman
[REDACTED]
Address Reno, NV

EXECUTIVE SUMMARY REPORT

Service	Searched	Completed
Civil Litigation Check	WASHOE COUNTY, NV	04/13/22 08:53 PM
Credit Report		04/21/22 01:24 PM
Education Verification	WILLIAM S. BOYD SCHOOL OF LAW	04/13/22 09:31 AM
Education Verification	UNIVERSITY OF NEVADA, RENO	04/13/22 09:53 AM
Education Verification	UNIVERSITY OF NEVADA, RENO	04/13/22 03:58 PM
Employment Verification	PARSONS BEHLE & LATIMER	04/12/22 04:46 PM
Employment Verification	DOUGLAS COUNTY, NEVADA	04/13/22 06:16 PM
Federal Civil Litigation Check	DISTRICT OF NEVADA	04/13/22 12:12 PM
Professional License Verification	9729, LAWYER	04/12/22 05:13 PM
Social Intelligence Report		04/13/22 03:31 PM

DISCLAIMER

Various federal, state, and local laws restrict what types of criminal, credit, and other background screening information an enduser can use. Please review all applicable laws before making any determination in connection with this background screening report and consult with counsel as appropriate.

Please be aware that federal and state laws impose limitations on what information may be reported by a consumer reporting agency such as Crimcheck. Crimcheck abides by all applicable reporting limitations.

Page 1 of 1

Notes For Board Consideration



TO: TMWA Board of Directors
FROM: Jessica Atkinson, HR Manager
DATE: June 15, 2022
SUBJECT: Notes for Board Consideration – John Zimmerman

Application/Resume: Notes for consideration

Mr. Zimmerman disclosed a familial relationship (son-in-law) to TMWA's current Director of Engineering, Scott Estes. Attached for Board review is TMWA's Administrative Instruction A-16, Anti-Nepotism. If Mr. Zimmerman were to be selected and hired as TMWA's next General Manager, the familial relationship between Mr. Zimmerman and Mr. Estes would be managed, consistent with TMWA's policy, to avoid creating any conflict with Administrative Instruction A-16.

Mr. Estes has provided official notice of intent to retire, which will become effective on or before September 9, 2022. Current General Manager, Mark Foree will retire in October of 2022. If Mr. Zimmerman is selected and hired as TMWA's next General Manager, Mr. Estes will continue to report to Mr. Foree until his retirement date in September.

Supplemental Questionnaire: Complete/Clear

Pre-Interview Executive Background Check: Complete/Clear

Administrative Instruction A-16

Anti-Nepotism

Effective: 03/20/2008

**Truckee Meadows Water Authority
ADMINISTRATIVE INSTRUCTION**

<i>Number</i>	<i>Subject</i>	<i>Effective Date</i>
A-16	Anti-Nepotism	03/20/2008

Purpose

To eliminate any claim or appearance of favoritism or special treatment that may be viewed as destructive to the work environment or employee morale.

Policy

Employment of an employee's relatives may lead to a charge of favoritism and create animosity among employees. For this reason, TMWA will not permit employment of any relatives of employees. The only exception to this policy is where a relative of an employee possesses specific skills, talent, or experience needed for the position and the next best candidate is far inferior to the employee's relative in terms of qualifications and experience; this exception must receive the approval of the General Manager before the job is offered.

When TMWA permits the employment of qualified relatives of employees, TMWA will exercise sound business judgment in the placement of relatives of employees in accordance with the following guidelines:

No relatives are permitted to work in any positions in which TMWA believes an inherent conflict of interest may exist.

No employee is permitted to work within the "chain of command" of a relative such that one relative's work responsibilities, salary, or career progress could be influenced by the other relative.

To avoid the appearance of favoritism, employees who are in a direct reporting relationship may not establish or maintain a romantic relationship.

Definition

Relatives, as used in this policy, means the employee's spouse, significant other, parent, child, sibling, grandparent, grandchild, aunt, uncle, niece, nephew, first-cousin, or corresponding in-law or step relation.



TRUCKEE MEADOWS WATER AUTHORITY
GENERAL MANAGER – CANDIDATE SELECTION FORM
June 15, 2022

Board Member Completing Selection Form:

- | | |
|---|--|
| <input type="checkbox"/> Chairman Vaughn Hartung | <input type="checkbox"/> Director Namoi Duerr |
| <input type="checkbox"/> Vice Chairman Kristopher Dahir | <input type="checkbox"/> Director Alexis Hill |
| <input type="checkbox"/> Director Paul Anderson | <input type="checkbox"/> Director Neoma Jardon |
| <input type="checkbox"/> Director Jenny Brekhus | |

Candidate Selection:

- ☐ **Damion Lampley**
- ☐ **John Zimmerman**

TMWA Board of Director Signature: _____



June 14, 2022

Gordon H. DePaoli

E-MAIL: [REDACTED]

DIRECT DIAL: [REDACTED]

Via email: sfolsom@tmwa.com

Board of Directors

c/o Sonia Folsom, Executive Assistant

Truckee Meadows Water Authority

1355 Capital Blvd.

Reno, Nevada 89502

Dear Members of the Board of Directors:

I am aware that on June 15, 2022 you may be selecting a new general manager to take the place of Mark Foree on his retirement in October of 2022. I also note that one of the candidates for that position is John Zimmerman.

Since John joined the Truckee Meadows Water Authority ("TMWA") in 2016 as Water Resources Manager, and since his appointment as Assistant General Manager in June of 2021, I have had the opportunity to work with John on a variety of issues related to TMWA's most important resource, water. Although I realize that the general manager of TMWA has a wide range of duties not directly involving water, based upon my experience in working with John over the last six years, in my judgment John would be an excellent choice to be TMWA's next general manager.

I have observed John in a variety of situations, including meetings and discussions with representatives of other local governments, representatives of the Nevada Division of Water Resources, representatives of the Pyramid Lake Paiute Tribe and with other members of TMWA staff, to name just a few. I have also had the opportunity to work with him on water matters involving the Nevada Legislature during three legislative sessions.

I have found that John is willing to listen and does listen to all aspects of a problem or issue. In situations where a decision is needed, he makes that decision based upon what he has heard and knows. He treats everyone he works with, including TMWA employees with respect and dignity. It is also clear that the TMWA employees respect him as a leader.

John's background as a water lawyer familiar with the decrees and agreements which control TMWA's principal sources of water, Lake Tahoe, the Truckee River reservoirs, and the Truckee River, and the fact that he is also familiar with water issues throughout Nevada should



not be overlooked. That background and his leadership and management skills make him uniquely qualified to be TMWA's next general manager.

It is my firm belief that if selected as TMWA's next general manager, John will provide the Truckee Meadows Water Authority, and more importantly, the communities it serves, with the leadership, management skills and expertise that are certainly going to be needed as our area confronts the water challenges of the future, including our changing climate.

Thank you for your consideration.

Sincerely,


Gordon H. DePaoli

GHD:km

From: [Damion Lampley](#)
To: [Atkinson, Jessica](#); [Folsom, Sonia](#)
Subject: Withdrawal of Candidacy-General Manager
Date: Wednesday, June 15, 2022 6:55:29 AM

Good morning Jessica,

I want to personally thank you and Sonia for your commitment to ensure my safe travel to Reno.

It's with great regret that I inform you that I am withdrawing my candidacy for the General Manager position.

The staff is wonderful and the facility areas are breathtaking; however I do not believe that the city offers the best quality of life to relocate.

I wish you the best in your search.

Best Regards,

Damion

Sent from my iPhone



STAFF REPORT

TO: Board of Directors
FROM: Mark Foree, General Manager
DATE: June 8, 2022
SUBJECT: **General Manager's Report**

Attached please find the written reports from the Management team including the Operations Report (*Attachment A*), the Water Resource and the Annexation Activity Report (*Attachment B*), and the Customer Services Report (*Attachment C*).

Included in your agenda packet are press clippings from May 13, 2022 through June 7, 2022.



STAFF REPORT

TO: Board of Directors
THRU: Mark Foree, General Manager
FROM: Scott Estes, Director of Engineering
BY: Bill Hauck, Water Supply Supervisor
DATE: June 8, 2022
SUBJECT: June 2022 Operations Report

SUMMARY

- The region just wrapped up its third below average snowpack year in a row cementing the fact that we are in the midst of a prolonged drought
- The water supply outlook for the region is still good enough however to ensure that normal river flows are made through late October, possibly into early November
- This is positive news as it gets us past our peak water demand season and no drought reserves will be required this year like they were in 2021
- TMWA's upstream reserve storage is in great shape with more water in place than ever before between Donner and Independence reservoirs, and water stored under the terms of TROA
- Lake Tahoe storage is at 24% of capacity, and the elevation is 1.48' above the rim
- Combined total upstream Truckee River reservoir storage is 36% of maximum capacity
- Customer demand averaged 112 MGD over the first full week of June
- Hydroelectric generation in May was 5,061 MWh with revenue of \$377,322

(A) Water Supply

- **River Flows** - Truckee River discharge at the CA/NV state line was approximately 814 cubic feet per second (CFS) this morning. This is slightly below normal as the 113-year median flow for this day at Farad is 1,010 CFS.
- **Outlook** - The most recent forecast for the Truckee River at Farad (CA/NV state line) is projecting 82% of normal runoff through July. Despite overall upstream reservoir storage being below 50% of normal, the region is still on-track to have *normal* river flows likely through late October and possibly into early November. This is well beyond our peak customer demand season. As such, drought reserves will not be required to meet customer demand this year. Unfortunately however, like last year, there won't be much (if any) carry over storage on the Truckee River system (besides TMWA's reserve

storage) as we head into the winter months leaving the region completely dependent once again on snowpack and runoff from the winter of 2022/2023 for next summer's water supplies.

- **Reservoir Storage** - Overall Truckee River reservoir storage is ~36% of capacity. The elevation of Lake Tahoe is 6224.48 feet. Storage values for each reservoir as of June 8th are as follows:

Reservoir	Current Storage (Acre-Feet)	% Capacity (Percent)
Tahoe	179,800	24%
Boca	34,475	84%
Stampede	124,049	55%
Prosser	21,302	71%
Donner	9,500	100%
Independence	17,500	100%

Donner and Independence reservoirs are completely full. In addition to approximately 27,000 acre-feet of storage between them, TMWA also has about 40,375 acre-feet of water stored between Boca and Stampede reservoirs under the terms of TROA. TMWA's total combined upstream reservoir storage is approximately 67,375 acre-feet as of the date of this report.

(B) Water Production

- **Demand** - TMWA's customer demand averaged 112 million gallons per day (MGD) over the first week of June. Overall, surface water made up ~90% of our supply and groundwater the other ~10%.

(C) Hydro Production

Generation - Truckee River flows at Farad (CA/NV state line) for the month of May averaged 1,029 CFS. All plants were on-line for 31 days and 100% available.

Statistics for the month are as follows:

Plant	Generation Days	% Availability	Generation (Megawatt Hours)	Revenue (Dollars)	Revenue (Dollars/Day)
Fleish	31	100%	1,853	\$139,765	\$4,509
Verdi	31	100%	1,696	\$126,752	\$4,089
Washoe	31	100%	1,512	\$110,805	\$3,574
Totals	93	-	5,061	\$377,322	-



STAFF REPORT

TO: Chairman and Board Members
THRU: Mark Foree, General Manager
FROM: Stefanie Morris, Manager, Water Resources
DATE: June 6, 2022
SUBJECT: Report Water Resources and Annexation Activity

RULE 7

Rule 7 water resource purchases and will-serve commitment sales against purchased water resources through this reporting period:

Beginning Balance		3,076.33 AF
Purchases of water rights	0.00 AF	
Refunds	0.00 AF	
Sales	– 14.79 AF	
Adjustments	0.00 AF	
Ending Balance		3,061.54 AF

Price per acre foot at report date: \$7,700

FISH SPRINGS RANCH, LLC GROUNDWATER RESOURCES

Through the merger of Washoe County's water utility, TMWA assumed a Water Banking and Trust Agreement with Fish Springs Ranch, LLC, a subsidiary of Vidler. Under the Agreement, TMWA holds record title to the groundwater rights for the benefit of Fish Springs. Fish Springs may sell and assign its interest in these groundwater rights to third parties for dedication to TMWA for a will-serve commitment in Areas where TMWA can deliver groundwater from the Fish Springs groundwater basin. Currently, TMWA can deliver Fish Springs groundwater to Area 10 only (Stead-Silver Lake-Lemmon Valley). The following is a summary of Fish Springs' resources.

Beginning Balance		7,569.51 AF
Committed water rights	– 0.00 AF	
Ending Balance		7,569.51 AF

Price per acre foot at report date: \$43,575 (for SFR and MFR); \$37,800 (for all other services)¹

¹ Price reflects avoided cost of Truckee River water right related fees and TMWA Supply & Treatment WSF charge.

WATER SERVICE AREA ANNEXATIONS

Since the date of the last report, there have been no annexations into TMWA's service area.

INTERRUPTIBLE LARGE VOLUME NON-POTABLE SERVICE

No new ILVNPS customers have been added during this reporting period.



STAFF REPORT

TO: Board of Directors
THRU: Mark Foree, General Manager
FROM: Marci Westlake, Manager Customer Service
DATE: June 9, 2022
SUBJECT: May Customer Service Report

The following is a summary of Customer Service activity for May 2022.

Ombudsman

- No calls for May.

Communications

- TMWA hosted Smart About Water Day and about 110 people attended.
- Chuck Swegles and River School Farm had a walking tour of Valley Wood Park and 17 people attended.
- Ignacio Galvez, Chuck Swegles & Lauren Kunin had a Drip System Maintenance Made Easy Workshop and 22 people attended.
- Bill Hauck had a water supply presentation to the Reno Rotary Club and 20 people attended.
- Bill Hauck had a water supply presentation to the Northern Nevada Water Planning Commission and 15 people attended.
- Bill Hauck, Will Raymond and Kelli Burgess conducted the TMWA Tahoe to Tap tour and 12 people attended.
- Kara Steeland presented on the Truckee River System and Watershed Management for the Nevada Water Resources Association (NWRA) Truckee River Tour and 40 people attended.
- Kendal Price interviewed with ESRI Young Professionals Network and 4 VP's of ESRI attended. Here is the link to the interview: <https://www.esri.com/en-us/industries/blog/articles/faces-of-ypn-kendal-price/>
- Will Raymond provided a tour of Chalk Bluff Water Plant for Truckee River Stakeholders and 16 people attended.
- Ty Helming, Austin Brewer and Angel Lacroix provided a tour of Chalk Bluff Water Treatment Plant for Wooster High School and 60 students attended.

Conservation (2022 Calendar year)

- 899 Water Usage Reviews
- 539 Water Watcher Contacts

Customer Calls –May

- 7,340 phone calls handled
- Average handling time - 4 minutes, 43 seconds per call.
- Average speed of answer – 32 seconds per call.

Billing – May

- 134,418 bills issued.
- N/A (0.00%) corrected bills.
- 20,038 customers (15%) have signed up for paperless billing to date.

Remittance – May

- 18,881 Mailed-in payments
- 23,856 Electronic payments
- 49,533 Payments via AutoPay (EFT)
- 19,214 One-time bank account payments
- 145 Store payments
- 435 Pay by Text
- 4,626 IVR Payments
- 931 Reno office Payments
- 32 Kiosk Payments

Collections – May

- 13,664 accounts received a late charge
- 2,453 Mailed delinquent notices, 0.01% of accounts
- 938 accounts eligible for disconnect
- 713 accounts were disconnected (including accounts that had been disconnected-for-non-payment that presented NSF checks for their reconnection)
- .21 % write-off to revenue

Meter Statistics – Fiscal Year to Date

- 0 Meter retrofits completed
- 8,877 Meter exchanges completed
- 1,992 New business meter sets completed
- 135,702 Meters currently installed