TRUCKEE MEADOWS WATER AUTHORITY BOARD OF DIRECTORS
MEETING MINUTES
APRIL 15, 2026

The Board of Directors met on Wednesday, April 15, 2026 at Sparks City Council Chambers. Chair Andriola called the meeting to order at 10:00 a.m.

1. ROLL CALL

Directors Present:
Clara Andriola (Chair)
Paul Anderson (Vice Chair)
Naomi Duerr
Dian VanderWell (Zoom)
Miguel Martinez (Zoom)
Alexis Hill (Zoom)
Kathleen Taylor (Zoom)

Staff Present:
TMWA Board Counsel – Justina Caviglia
TMWA General Manager - John Zimmerman

2. PLEDGE OF ALLEGIANCE

Chair Andriola led the Pledge of Allegiance.

3. PUBLIC COMMENT

With no response to public comment, Chair Andriola closed the public comment period.

4. POSSIBLE BOARD COMMENTS OR ACKNOWLEDGEMENTS

With no Board comments or acknowledgements, Chair Andriola closed the item.

5. APPROVAL OF THE APRIL 15, 2026 AGENDA

MOTION: Director Anderson moved to approve the April 15, 2026 Truckee Meadows Water Authority Board of Directors agenda as written, Director Duerr seconded the motion.

VOTE: Passed unanimously (7 to 0).

6. APPROVAL OF THE MARCH 18, 2026 MEETING MINUTES

MOTION: Director Duerr moved to approve the March 18, 2026 Truckee Meadows Water Authority Board of Directors meeting minutes as written, Director Anderson seconded the motion.

VOTE: Passed unanimously (7 to 0).

7. WATER SUPPLY UPDATE

Kara Steeland, Senior Hydrologist and Watershed Coordinator, presented a water supply update, noting that recent storm activity increased the regional snowpack to 29% of the historical median, an improvement over prior weeks despite remaining below average. Overall precipitation stands at 112% of the median due to high rainfall. Soil moisture levels are nearing the historical median, resulting in highly efficient runoff conditions, while Lake Tahoe operations and river flows remain normal. Total watershed storage across the Truckee River is at 88% of capacity and is expected to fill completely this season; consequently, projected Truckee River flows at the state line will be met

through upstream storage, and TMWA will not need to release any drought reserves. Despite the U.S. Drought Monitor classifying the area as abnormally dry, public outreach campaigns are successfully communicating TMWA's strong water supply standing to ease customer concerns. Following the presentation, Director Duerr requested clarification on TMWA's upstream storage security, and Ms. Steeland verified that all required flow rates and water allocations would be successfully met.

8. DISCUSSION AND POSSIBLE ACTION TO AMEND THE STANDING ADVISORY COMMITTEE (SAC) COMPOSITION TO INCLUDE A REPRESENTATIVE FROM NATIONAL ASSOCIATION OF INDUSTRIAL AND OFFICE PROPERTIES (NAIOP) NORTHERN NEVADA CHAPTER – DANNY ROTTER

Danny Rotter, Assistant General Manager, requested the Board amend the composition of the Standing Advisory Committee (SAC) to include the National Association of Industrial and Office Properties (NAIOP) as an official stakeholder representative, noting the committee's composition had been modified twice previously for similar administrative reasons. The amendment seeks approval to appoint Scott Barnes as the primary NAIOP representative and Lea Tauchen as the designated alternate. Following an expression of support from Chair Andriola, Director Duerr inquired about the total number of business associations currently represented on the SAC. Mr. Rotter clarified that out of 10 to 15 potential regional associations, the SAC will now contain three regional business entities—The Reno-Sparks Chamber of Commerce, The Builders Association of Northern Nevada, and now NAIOP—supplemented by two at-large members, residential and commercial water customer representatives, and an irrigation representative.

MOTION: Director Anderson moved to approve the amendment of the Standing Advisory Committee composition to include a representative from Nation Association of Industrial and Office Properties (NAIOP) Northern Nevada Chapter. Director Taylor seconded the motion.

VOTE: Passed unanimously (7 – 0).

Chair Andriola clarified the motion included the appointment of Scott Barnes as the primary NAIOP representative and Lea Tauchen as the designated alternate

9. INFORMATIONAL REPORT REGARDING CUSTOMER SERVICE AND ASSISTANCE OVERVIEW – MARCI WESTLAKE AND RYAN DIXON

General Manager John Zimmerman introduced this informational-only item, noting it was placed on the agenda in response to information requests from Directors Hill and Duerr to provide an overview of a primary facet of TMWA's customer interactions. Ryan Dixon, Distribution Services Director, and Marci Westlake, Customer Service Manager, delivered the presentation, beginning with an overview of TMWA's vision statement before reviewing topics including rate schedules, call center support, payment assistance, water leak programs, the conservation team, and the United Way. Following an expression of appreciation from Chair Andriola, Director Duerr requested clarification on the eligibility requirements for receiving aid through the United Way, which Ms. Westlake confirmed is determined based on a showing of financial hardship. Director Anderson thanked staff for the detailed presentation and inquired whether the communications team actively communicates the United Way resources, rate programs, and leak detection services, which staff confirmed. In response to a follow-up inquiry from Director Anderson regarding comparative data, Mr. Zimmerman confirmed that TMWA conducts side-by-side comparisons against peer utility services. Director Hill extended her thanks to the customer service team, and Mr. Zimmerman concluded by recognizing Kim Mazares, the Ombudsman, for her role in mentoring current TMWA staff on core customer service operations.

10. PRESENTATION OF GENERAL MANAGER ZIMMERMAN'S PERFORMANCE EVALUATIONS AND ACCOMPLISHMENTS DURING THE TERM OF THE CURRENT

GENERAL MANAGER CONTRACT FROM OCTOBER 15, 2022, TO THE PRESENT – JESSICA ATKINSON

Jessica Atkinson, Human Resources Director, delivered an informational presentation summarizing the General Manager's performance record and evaluation ratings since the commencement of his employment in October 2022. The presentation highlighted key accomplishments grouped by contract year and provided a comprehensive performance evaluation ratings summary, concluding that the record demonstrates three years of consistent, high-level performance across all evaluated competency areas.

Chair Andriola stated that all Board comments and recommendations would be forwarded directly to TMWA Board Counsel Justina Caviglia, ensuring that legal counsel remains the centralized repository and primary point of contact for all information related to this item.

11. DISCUSSION AND POSSIBLE BOARD AUTHORIZATION FOR THE CHAIR AND VICE-CHAIR TO NEGOTIATE AN AMENDMENT TO THE GENERAL MANAGER'S EMPLOYMENT AGREEMENT OR, IN THE ALTERNATIVE, TO DEVELOP AND RECOMMEND NEXT STEPS RELATED TO AN EXECUTIVE SEARCH – JUSTINA CAVIGLIA (FOR POSSIBLE ACTION) – JUSTINA CAVIGLIA

Justina Caviglia, TMWA Board Counsel, outlined the procedural options before the Board, noting that directors must determine whether to negotiate a contract continuation with General Manager John Zimmerman or, alternatively, initiate an executive search for a new director. Ms. Caviglia stated she would email her contact information to all board members following the meeting to begin collecting their individual feedback and requested contractual terms. Chair Andriola highlighted the comprehensive analysis and recommendations contained within the staff report, advising each director to review the material thoroughly, and inquired about the submission deadline. Jessica Atkinson, Human Resources Director, clarified that the timeline would depend directly on the specific course of action selected by the Board during the meeting. In response to an inquiry from Director Duerr, Chair Andriola confirmed that she was requesting recommendations from the entire Board and verified that the collection process would remain centralized through legal counsel to maintain procedural objectivity, given the close professional working relationship between the Human Resources Director and the General Manager.

MOTION: Director Anderson moved to authorize the Board Chair and Vice-Chair to negotiate an amendment to the General Manager's employment agreement and return the proposed amendment for the Board's consideration. Director Duerr seconded the motion.

VOTE: Passed unanimously (7 - 0).

12. PRESENTATION REGARDING A COMPENSATION ANALYSIS FOR THE GENERAL MANAGER POSITION TO DETERMINE COMPETITIVE LEVELS BASED ON TMWA'S DEFINED LABOR MARKET – JESSICA ATKINSON

Chair Andriola extended the Board's appreciation to Jessica Atkinson, Human Resources Director, for her work on the labor market study analysis. Ms. Atkinson restated that the item was for informational purposes to brief the Board on the findings of the comprehensive labor market survey. She reported that staff engaged Gallagher Benefit Services, Inc. to conduct a targeted compensation analysis for the General Manager position, noting that the primary objectives of the study were to identify where the General Manager's current compensation stands within the competitive marketplace and to provide data to support the Chair and Vice-Chair in upcoming contract negotiations with Mr. Zimmerman.

13. General Manager's Report

General Manager John Zimmerman requested Senior Staff Attorney Dan Nubel to present a notification regarding an emergency bid procurement required under NRS 338.011 for the Pyramid

Main Replacement project, which addresses a 90-year-old water main. Mr. Nubel explained that the project is part of TMWA's street and highway program to perform necessary main maintenance ahead of a Nevada Department of Transportation (NDOT) repaving project. Although the contract was initially awarded to the lowest bidder, that contract was subsequently terminated. Operating on an emergency basis to complete the work before NDOT begins repaving, TMWA contacted alternative contractors and selected Peek Construction, the original second-lowest bidder.

General Manager John Zimmerman informed the Board that the Builders Association of Northern Nevada requested a TMWA representative join their Board of Directors; Mr. Zimmerman expressed support for this arrangement in a non-voting capacity. He also highlighted the upcoming "Smart About Water Day" public event, scheduled for May 9, 2026, from 10:00 a.m. to 2:00 p.m. at Idlewild Park. Additionally, he noted that the May Board of Directors meeting has been scheduled for later in the month on May 27, 2026.

14. PUBLIC COMMENT

There being no testimony or responses from the public, Chair Andriola officially closed the public comment period.

15. BOARD COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

There were no Board comments.

16. ADJOURNMENT

With no further discussion, Chair Andriola adjourned the meeting at 11:07 a.m.

Approved by the Truckee Meadows Water Authority Board of Directors in session on

May 27, 2026

Submitted by, *Adriana Albarran*

Adriana Albarran, Board Clerk.