

**Water Supply Advisory Committee Meeting**

**First session: Thursday, April 30**

**5:00 p.m. – 9:30 p.m.**

**Simpkins Swim Center**

**979 17th Ave, Santa Cruz, CA**

**Second session: Friday, May 1**

**2:00 p.m. – 6:00 p.m.**

**Simpkins Swim Center**

**979 17th Ave, Santa Cruz, CA**

**Flow Agenda<sup>1</sup>**

**Meeting Objectives:**

At this meeting the Water Supply Advisory Committee (WSAC) will receive presentations on supply, demand and reliability analyses created or updated specifically for use by the Committee in its process. These analyses create a baseline or point of departure for the Committee's work planned during Phase Two of the WSAC process.

In addition to desired outcomes for each substantive agenda item, the objectives for this WSAC meeting include:

- Understand the current challenges and needs of the Santa Cruz water system and how the system needs may provide opportunities for leveraging already needed investments as they relate to possible supplemental water supply project options;
- Understand the additional information that has been developed about Consolidated Alternatives and how this information can be used in creating portfolios to respond to scenarios;

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<sup>1</sup> This is the Flow Agenda prepared for use by the facilitator. It includes information that is excluded from the official agenda about the timing of the meeting and the content of agenda items. We expect that, as much as we hope to stick to this flow agenda, we will have to make adjustments during the meeting to the schedule and the contents described here. The Committee is required to do pretty much exactly what the official agenda says, so we get the "wiggle room" we need in the official agenda by making the official version less specific about schedule and content. You will easily recognize the official agenda by the lighthouse logo on its first page.

- Understand and potentially reach agreement on how to incorporate climate change into future water system planning; and
- Use Scenario Planning to create portfolios to respond to several scenarios to help the Committee assess whether and how various Portfolios would respond to a wide range of the plausible future conditions that Santa Cruz will probably face.

**First Session – Thursday, April 30**

**Roll Call**

**1. Welcome to the public and public comment (5:00-5:10)**

We encourage members of the public to attend this Committee's meetings and invite public comment about items on the agenda at the beginning of each session. We will invite additional comment during the session before making major decisions. We invite public comments about items relevant to this Committee's work but not on the meeting's agenda during the Oral Communication section at the end of Friday's session.

**2. Committee member updates (5:10-5:20)**

Members provide news of significant communication between them and organizations with significant interest in the development of water policy in Santa Cruz.

Packet Materials Related to this Agenda Item:

2a Update on Soquel Creek Water District activities

Related Information: Link to presentations from the April 11, 2015 State of the San Lorenzo River science symposium:

<http://www.cityofsantacruz.com/departments/water/watershed/outreach-event-presentations>

**3. Agenda Review (5:20-5:30)**

The Committee reviews the agenda for both sessions of this meeting.

Desired outcomes:

- Understanding of the relevance of this meeting's tasks to the Committee's work as a whole
- Agreement on the agenda for this meeting

Packet Materials Related to this Agenda Item:

3a April/May WSAC Meeting Flow Agenda

3b April/May WSAC Meeting Formal Agenda

**4. Highlights of Updated Tech Memos and Discussion of Sensitivity analyses of Demand Forecasts and System Reliability Analyses Results (5:30 – 6:00)**

Desired Outcomes:

- Understanding how the use of alternate assumptions about certain factors could affect future water demand and the analysis of supply reliability;
- Agreement that the set of water demand forecasts that have been developed represent a reasonable range of potential future demands that can be used for the Committee’s water system planning work until the results from the planned econometric demand model are available.

Packet Materials Associated with this Item:

- 4a Memo from David Mitchel on Demand Forecast Sensitivity Analysis
- 4b Memo from Gary Fiske on System Reliability Analysis using updated demand forecasts.

**5. Highlights of the Tech Memo and Discussion of State of the Water System Analysis (6:00 – 6:40)**

Heidi Luckenbach, Deputy Director for Engineering and Bill Faisst of Brown and Caldwell will present highlights of the tech memo describing the major capital improvement work on the backbone water system facilities (source, storage, transmission, treatment) planned for the next 10 to 15 years. The purpose of this presentation is to provide information to the Committee that may be useful in thinking about future water supply options and the opportunity to prioritize projects to improve cost effectiveness or to leverage needed investments.

Desired Outcomes:

- Understanding of the Water Department’s current view of the rehabilitation and replacement needs and costs associated with the water system’s backbone infrastructure.
- Understanding of the opportunity presented by potential future infrastructure investments that might link with, change the priority of, or otherwise be leveraged by the selection and pursuit of some supplemental supply or operational flexibility options.

Packet Materials Related to this Item:

- 5a Tech Memo on the State of the Water System
- 5b 10 Year Capital Improvement Program

**6. Climate Change Forum Debrief and Discussion (6:40 – 7:20)**

By the time of this meeting, Committee members will have had several opportunities to receive and work with climate change information, including the Climate Change Enrichment Forum taking place on April 8, 2015. During this discussion, Committee members will have an opportunity to discuss with the Technical Team and each

other how they see climate change affecting our community's future water supply. In particular, a goal will be to identify any additional climate change impacts that have not been considered to date that need to be evaluated. This discussion will also provide an opportunity for the Technical Team and Committee members to gauge the Committee's comfort with the climate change information they have received and to answer any questions they have about this information. Committee members will have an opportunity to reach agreement about how to incorporate climate change into water supply planning if they are ready to do so.

Desired Outcomes:

- Identification of any additional climate change impacts that Committee members see as important to our community's future water supply;
- Agreement on plausible parameters for climate change to use in water system planning; and
- Possible agreement on how to incorporate climate change into water supply planning for Santa Cruz.

### **7. Break (7:20 – 7:30)**

### **8. Highlights and Discussion of Updated information and analyses of Consolidated Alternatives and Follow Up Work on Analysis of Portfolios (7:30 – 8:00)**

Members of the Technical Team will highlight work that has been done to analyze several of the key Consolidated Alternatives and related portfolios developed in Round #1 of Scenario Planning. Committee members will have a chance to discuss the information provided and provide input to the Technical Team on future work related to either analysis of portfolios or information for Consolidated Alternatives.

Desired Outcomes:

- Understanding of additional information developed for several types of Consolidated Alternatives, with a focus on key insights gained;
- Understanding of some initial analytical results for portfolios from round #1 of Scenario Planning.
- Identification of the kinds of analyses of portfolios to be done for portfolios created from round #2 of Scenario Planning.

Packet Materials Related to this Item:

- 8a-1 Summary Memo on Winter Flow Capture CAs
- 8a-2 Winter Flow Capture Attachment A
- 8a-3 Winter Flow Capture Attachment B
- 8b-1 Summary Memo on Recycled Water CAs
- 8b-2 Recycled Water Attachment A
- 8b-3 Recycled Water Attachment B
- 8c-1 Summary Memo on Selected Demand Management CAs

- 8c-2 Selected Demand Management Attachment A
- 8d Key Findings and Observations about Consolidated Alternatives
- 8e Updated Technical Summary Sheets on Consolidated Alternatives
- 8f Communicating assumptions and inputs
- 8g Greywater Issue Paper

**9. Scenario Planning Task #2 Set-Up (8:00 – 8:20)**

Committee members receive information needed for them to conduct Scenario Planning Task #2. Included will be information about the scenarios they will be working with, updated information on the Consolidated Alternatives (CAs) including yields from Confluence model runs, and updated information on the information provided for CAs related to the various portfolio criteria. In addition, Committee members will receive information about the materials to be prepared for the report outs. Scenario planning working groups will have an opportunity to convene at the Simpkins Center in advance of the 2:00 pm start of the May 1<sup>st</sup> meeting in case they require extra time to prepare

Desired Outcome:

- Understanding of the purpose and objective of the Scenario Planning Task #2 so that Committee members will be able to do Scenario Planning Task #2 and report their results to the full WSAC on Friday.

Packet Materials Related to this Item:

- 9a Memo on Round 2 Scenario Planning
- 9b Scenarios for Round 2

**10. Update on MCDS Evaluation Criteria (8:30 – 8:45)**

The Committee will review, revise as needed and adopt evaluation criteria for use in rating portfolios against the scenarios for which they were created using the MCDS model.

Desired Outcome:

- Agreement on the evaluation criteria to be used in the MCDS model.

Packet Materials Related to this Item:

- 10a Evaluation Criteria Memo

**11. Correspondence received from the community (8:45 – 8:50)**

The Correspondence Secretary reports on correspondence received from the community.

Desired outcomes:

- Understanding of the correspondence received
- Agreement on any direction to be given to the Corresponding Secretary

**12. Subcommittee and Working Groups Reports and Technical Work Plan Update (8:50 – 9:20)**

- Outreach Subcommittee
  - Update on plans for outreach and community engagement

Packet Materials Related to this Item:

12a Sentinel Op-Ed #3

12b Outreach Subcommittee Meeting notes from 3/25/15

- Planning Subcommittee
  - Progress Report on Planning Subcommittee Work Plan

Packet Materials Related to this Item:

12c Planning Subcommittee meeting notes from 3/27/15

12d Planning Subcommittee meeting notes from 4/10/15

- Peak Season Demand Management Working Group
- Technical Team Work Plan Update

Packet Materials Related to this Item:

12e Tech Team Update

Desired Outcomes:

- Understanding of work being done by subcommittees; and
- Agreement on any Committee direction to subcommittees

**13. Materials resulting from the previous meeting (9:15 – 9:20)**

The Committee takes action on materials from the February meeting.

Desired Outcome

- Agreement on Action Agenda from the March meeting
- Agreement on Meeting Summary from March meeting

Packet Materials Related to this Agenda Item:

13a March Action Agenda

13b March Meeting Summary

**14. Overview of June 11-12 Meeting Agenda (9:20 – 9:25)**

The Committee will receive a preview of the proposed agenda for the June 11-12 WSAC meeting.

Desired Outcome:

- Committee member input on the proposed agenda
- Increased continuity for Committee members between one meeting and the next.

Packet Materials Related to this Agenda Item:

14a Preliminary Meeting Agenda for June 11-12 WSAC meeting.

### **15. Wrap Up and Adjourn (9:25 – 9:30)**

#### **Second Session – Friday, May 1**

**NOTE:** Session Two will begin with Committee members doing Round #2 of Scenario Planning. Committee members may begin work in their groups as early as noon, and will begin no later than 2:00 pm. Citizens are welcome to attend the session while Committee members work in their groups, but are asked not to participate in working group discussions. The meeting will be formally convened at 4:40 pm with an opportunity for public comment.

### **16. Scenario Planning Task #2 (2:00 – 4:30)**

Working in small groups, Committee members will engage in round two of Scenario Planning. Each working group can work through the exercise in a manner that is comfortable to them.

The basic steps of the scenario planning exercise involve Committee members, working in assigned small groups to:

- review the scenario to which they have been assigned,
- develop and agree on a maximum of two portfolios to respond to each scenario, and
- prepare materials to report out about their work following the meeting break.

Desired Outcomes:

- Understanding of the challenges presented to water supply by a range of plausible futures;
- One or two portfolios of consolidated alternatives that respond to the key elements in the assigned planning scenario.
- Understanding of the scenarios and portfolios that the Committee worked with.
- Materials summarizing the process and outcomes reached by the working group including:
  - One (or at the most two) portfolios that respond to the assigned scenario and that will be evaluated for consideration at the June meeting;
  - Materials for use in the report-out for the working group after the Break.

**17. Break (4:30 – 4:40)**

**18. Welcome and Public comment (4:40 – 4:45)**

We encourage members of the public to attend this Committee's meetings and invite public comment about items on the agenda at the beginning of each session. We will invite additional comment during the session before making major decisions. We invite public comments about items relevant to this Committee's work but that are not on the meeting's agenda during the Oral Communication section at the end of this session.

**19. Scenario Planning Report Out (4:45 – 5:45)**

Each Scenario Planning group will provide a report out on their work.

Desired Outcomes:

- Understanding of the process and rationale for selecting alternatives to include in portfolio

**20. Oral communication (5:45-5:55)**

We invite public comments about items relevant to the Committee's work but not on the meeting's agenda

**21. Evaluation and wrap up (5:55-6:00)**

Review the session and consider items to be carried forward to the next meeting.