

**Water Supply Advisory Committee Meeting
First session: Thursday, September 10
5:00 p.m. – 9:30 p.m.**

**Santa Cruz Police Community Room
Santa Cruz Police Department
155 Center St.
Santa Cruz, CA 95060**

**Second session: Friday, September 11
2:00 p.m. – 6:00 p.m.**

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Flow Agenda¹

Meeting Objectives:

This is the Water Supply Advisory Committee's next to last meeting. The focus on this meeting will be continuing work and reaching agreements related to:

- a recommended portfolio,
- adaptive management strategies that would be used to guide implementation of the measures included in the recommended portfolio;
- resolution of all major issues and recommendations; and
- the Committee's final report and communication documents for conveying its recommendations to the Santa Cruz City Council.

For this meeting, several items on the Thursday agenda will also appear on the Friday agenda. This approach will allow Committee members to work through the issues on Thursday and come back to further discuss and develop agreement on Friday.

¹ 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.

First Session – Thursday, September 10

Roll Call

1. Welcome to the public and Oral Communication (5:00-5:20)

We encourage members of the public to attend this Committee's meetings and invite public comment about items on the agenda as specifically noted in the agenda. Time for public comment for any agenda item may be limited to a specific amount of available time and will be limited to no more than 3 minutes per speaker.

In addition, we invite Oral Communication at the beginning of each session for items not on the agenda but generally related to the Committee's work or items on the agenda that don't provide for Public Comment. Oral Communication will be limited to no more than 10 minutes at the beginning of each session, with no more than 3 minutes of comment provided by any one speaker.

2. Committee Member Updates and Announcements (5:20-5:25)

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

Desired Outcome:

- Understanding of the degrees to which the various interested groups are keeping up with the progress of the Committee
- Understanding of the Members' assessments of the various interested groups' acceptance of the developing agreement.

Packet Materials Related to this Agenda Item:

2a Update on Soquel Creek Water District activities

3. Agenda Review (5:25-5:30)

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 September WSAC Meeting Flow Agenda

3b September WSAC Meeting Formal Agenda

4. Updated Econometric Demand Forecast and Resulting Updated Gap Analysis (5:30 -5:50)

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David Mitchell will provide a brief summary of the revisions made to the econometric demand forecast the Committee saw in July and answer questions; and Gary Fiske will describe the implications of the updated forecast on the supply-demand gap analysis.

Public Comment

Desired outcomes:

- Committee member understanding of the nature of and reasons for the changes to the forecast; and
- Committee agreement as to whether to confirm their acceptance on July 23, 2015 of the econometric demand forecast.

Packet Materials Related to this Item”

4a Memo on revised demand forecast (previously distributed to the Committee via email on August 26, 2015)

5. Demand Management Program Goal and Direction (5:50 – 6:10)

Members of the Working Group on Peak Season Demand Management and City staff will discuss their work in resolving the issue of potentially double counting demand management savings and recommend to the Committee an agreement and recommendation to the Council on demand management.

Public Comment

Desired Outcomes:

- Committee member understanding of how the Working Group and City staff propose to resolve the issue of potentially double counting demand management savings; and
- Committee member agreement on the recommendation they will make to the Council on demand management.

Packet Materials Related to this Item:

5a Memo with Recommendations on Demand Management

6. Committee Discussions and Decision Making on a Recommended Portfolio and Adaptation Strategy – (6:10 to 8:55 divided into several topics and with a break at an appropriate stopping point)

Agenda Note: Items 6 has been divided into three related topics. These same agenda items appear on the Session 2 agenda as agenda item13 and are labeled Part 2.

Descriptive materials provided for these items for the first session are repeated for the second session, with the expectation that the Committee will finish their

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discussions and take any action on these items by the end of session two. In addition, these items necessarily relate to each other in a manner that makes it probable that these agenda items will be merged together during the discussion.

The Committee will receive Public Comment at least once, during the discussion of this Agenda item. Additional opportunities for Public Comment on these items will be at the Committee's discretion.

a. Adaptive Pathways and Phased Implementation of Portfolio Elements – Part 1 (6:10 – 6:50)

Committee members will receive and review materials on possible adaptive pathways and a possible approach to phased implementation of in lieu and ASR, various aspects of the Water Department's CIP that may improve the ability of the existing system to capture and use winter flows, and a Plan B type alternative if/as needed.

Desired Outcomes:

- Committee member understanding of how adaptive pathways have been developed as part of an Adaptation Strategy for the preliminary phased implementation of a portfolio of measures;
- Committee member understanding of the basic elements of the phased implementation plan that has been prepared; and
- Committee member agreement as to whether to use adaptive pathways as a conceptual framework to be incorporated into the Adaptation Strategy;
- Committee member agreement regarding any phased implementation of Plan Elements, including which elements to include and how to phase them relative to each other.

Packet Materials Related to this Item:

6a-1 Materials on Adaptive Pathways

6a-2 Gantt Chart on Preliminary Plan for Phased Implementation

b. Adaptive Pathways and Adaptation Strategy –Part 1 (6:50 – 8:40)

Committee members will receive information and engage in a discussion of Adaptive Pathways and the working draft of the Adaptation Strategy that the Adaptation Subcommittee has been working on.

Desired Outcomes:

- Committee member understanding of the working draft Adaptation Strategy and how it was developed, what its goals are and how it would be used; and
- Committee member agreement as to whether to adopt the basic framework of the Adaptation Strategy and any input to make it better.

Packet Materials Related to this Item:

6b Adaptation Strategy Materials

c. Roles and Responsibilities for Implementation Management, Oversight, Decision-Making (8:40 – 8:55)

Committee members will receive information on and have a discussion on the governance framework within which the Water Supply Augmentation Plan will be implemented, and the roles and responsibilities of Water Department staff, the Water Commission, the City Council and the public in this framework.

Desired Outcomes:

- Committee member understanding of a governance framework within which the Water Supply Augmentation Plan may be implemented, and the roles and responsibilities of Water Department staff, the Water Commission, the City Council and the public in this framework;
- Committee member agreement on a governance framework.

Packet Materials Related to this Item:

6c Memo on Governance Framework

7. Water Supply Alternatives Not Being Considered Further at this time (8:55 - 9:10)

Committee members will receive and discuss materials prepared by the Technical Team documenting the reasons why some alternatives identified in the WSAC process are not being pursued further at this time.

Public Comment

Desired Outcome:

- Committee member understanding of the materials on the reasons alternatives are not being pursued further at this time; and
- Committee member agreement on this material

Packet Materials Related to this Item:

7a Memo on Water Supply Alternative Not Being Considered Further at this time.

8. Correspondence received from the community (9:10 – 9:15)

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

9. Technical Team Work Plan Update (9:15 – 9:20)

Committee members have an opportunity to review and comment on the Technical Teams regular status report.

Desired Outcomes:

- Agreement on any Committee direction to the Technical Team

Packet Materials Associated with this Item:

9a Tech Team Update Memo

10. Materials resulting from the previous meeting (9:20 – 9:28)

The Committee takes action on materials from the August meeting.

Desired Outcome

- Agreement on Action Agenda from the August 13-14 meeting
- Agreement on the Meeting Summary from the August 13-14 meeting

Packet Materials Related to this Agenda Item:

10a Action Agenda from the August 13-14 WSAC meeting

10b Meeting Summary from the August 13-14 WSAC meeting

11. Wrap Up and Adjourn (9:28 – 9:30)

Second Session – Friday, September 11

12. Welcome and Oral Communication (2:00 – 2:10)

We encourage members of the public to attend this Committee’s meetings and invite public comment about items on the agenda as specifically noted in the agenda. Time for public comment for any agenda item may be limited to a specific amount of available time and will be limited to no more than 3 minutes per speaker.

In addition, we invite Oral Communication at the beginning of each session for items not on the agenda but generally related to the Committee’s work or items on the agenda that don’t provide for Public Comment. Oral Communication will be limited to no more than 10 minutes at the beginning of each session, with no more than 3 minutes of comment provided by any one speaker.

13. Committee Discussions and Decision Making on a Recommended Portfolio and Adaptation Strategy – (2:10 to 4:55 divided into several topics and with a break at an appropriate stopping point)

Agenda Note: Items 13 has been divided into three related topics. These same agenda items appear on the Session 1 agenda as agenda item 6 and are labeled Part 1.

Descriptive materials provided for these items for the first session are repeated for the second session, with the expectation that the Committee will finish their discussions and take any action on these items by the end of session two. In

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addition, these items necessarily relate to each other in a manner that makes it probable that these agenda items will be merged together during the discussion.

The Committee will receive Public Comment at least once during the discussion of this Agenda item. Additional opportunities for Public Comment on these items will be at the Committee's discretion.

a. Approach to Phased Implementation of Portfolio Elements – Part 2 (2:10 – 2:50)

Committee members will receive and review materials on possible adaptive pathways and a possible approach to phased implementation of in lieu and ASR, various aspects of the Water Department's CIP that may improve the ability of the existing system to capture and use winter flows, and a Plan B type alternative if/as needed.

Desired Outcomes:

- Committee member understanding of how adaptive pathways have been developed for the preliminary phased implementation of a portfolio of measures;
- Committee member understanding of the basic elements of the phased implementation plan that has been prepared; and
- Committee member agreement on the use of adaptive pathways as a conceptual framework to be incorporated into the Adaptation Strategy;
- Committee member agreement regarding phased implementation of Plan Elements, including which elements to include and how to phase them.

Packet Materials Related to this Item:

6a-1 Materials on Adaptive Pathways

6a-2 Gantt Chart on Preliminary Plan for Phased Implementation

b. Adaptation Strategy – Part 2 (2:50 – 4:20)

Committee members will receive information and engage in a discussion of Adaptive Pathways and the working draft of the Adaptation Strategy that the Adaptation Subcommittee has been working on.

Desired Outcomes:

- Committee member understanding of the working draft Adaptation Strategy and how it was developed, what its goals are and how it would be used; and
- Committee member agreement on the basic framework of the Adaptation Strategy and any input to make it better;

Packet Materials Related to this Item:

6b Adaptation Strategy Materials

c. Roles and Responsibilities for Implementation Management, Oversight, Decision-Making – Part 2 (4:20 – 4:50)

Committee members will receive information on and have a discussion on the governance framework within which the Water Supply Augmentation Plan will be implemented, and the roles and responsibilities of Water Department staff, the Water Commission, the City Council and the public in this framework.

Desired Outcomes:

- Committee member understanding of the governance framework within which the Water Supply Augmentation Plan will be implemented, and the roles and responsibilities of Water Department staff, the Water Commission, the City Council and the public in this framework;
- Committee member agreement with the governance framework and any input they believe is needed to make it clearer.

Packet Materials Related to this Item:

6c Memo on Governance Framework

14. Review and discussion of the beginnings of the Committee’s Agreements and Recommendations Document (4:50 –5:40)

Committee members will have a chance to discuss their review and comment of the preliminary work that has been done in drafting the Committee’s Agreements and Recommendations document.

Public Comment

Desired Outcomes:

- Committee member understanding of, and agreement about the approach being taken to develop the Agreements and Recommendations document.
- Agreement as to whether to accept any parts of the Agreements and Recommendations document that have been drafted by staff.
- Committee member agreement on direction to staff to draft any additional parts of the document;

Packet Material Related to this Item:

14a Working Draft Agreements and Recommendations Document

15. Tasks and Assignments in preparation for the final WSAC meeting (5:40 – 5:50)

Tasks needing work in preparation for the September 30 – October 2 meeting will be identified and assignments will be made.

Desired Outcome:

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- Committee member agreement on assignments, scope of work to be done and timelines for work to be done between the September and the September 30-October 2 WSAC meetings.

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

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