

**Water Supply Advisory Committee Meeting**

**First session: Wednesday, September 30**  
**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, October 2**  
**2:00 p.m. – 6:00 p.m.**

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

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

**Meeting Objectives:**

This is the Water Supply Advisory Committee's last meeting. The focus on this meeting will be:

- Formal Approval of the Agreement,
- Approval of the remaining tasks and procedure for completing them; and
- The Committee's communication documents and mean of conveying its recommendations to the Santa Cruz City Council.

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

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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.

**First Session – Wednesday, September 30**

**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.

Packet Materials Related to this Agenda Item:

2a Announcement of October 2, 2015, WSAC Reception from 6 to 7:30 pm in room 3 of the Loudon Nelson Center

**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 Final WSAC Meeting Flow Agenda

3b Final WSAC Meeting Formal Agenda

**4. Materials resulting from the previous meeting (5:30 – 5:35)**

The Committee takes action on materials from the September 10-11 meeting.

Desired Outcome

- Agreement on previous Action Agenda
- Agreement on the previous Meeting Summary

Packet Materials Related to this Agenda Item:

- 4a Action Agenda from the September 10-11 WSAC meeting
- 4b Meeting Summary from the September 10-11WSAC meeting

**5. Progress on Agreement, Cover Letter, Delivery and Follow-Ups (5:35 – 9:25 with a break at some appropriate point)**

It is likely that most of the formal votes on these issues will occur at the Friday meeting. The emphasis on Wednesday will be:

- Committee understanding and agreement about the totality of issues that need to be resolved by Friday at 6:00.
- Understanding and agreement about the types of issues that may be carried over (past Friday) and why
- Understanding and concise listing of possible edits to the Agreement as well as the related underlying interests and rationales for the changes
- Surfacing of key issues related to the cover letter and delivery of the Agreement to the Council
- Allocation of tasks to small subgroups

There will be at least one opportunity for public comment during this session.

There will be one break during this session.

**Packet Materials**

- 5a Master Agreement Document
- 5b Gantt Chart, Decision-Nodes (Monday)
- 5c Q/A – Essential Elements of the Agreement
- 5d Committee Cover Letter Conveying Agreement and Recommendations (Monday)

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

**Second Session – Friday, October 2nd**

**7. 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.

**8. Resolution of Agreement, Cover Letter, Delivery and Follow-Ups (2:10 – 5:55 with a break at some appropriate point)**

Desired Outcomes

- Formal adoption of the Agreement
- Formal approval of the types of issues that may be carried over (past Friday) and how they will be resolved
- Formal agreement about the cover letter and the method of delivery to the Council (who presents, etc)
- Mutual thanks and celebration

There will be at least one opportunity for public comment during this session.

There will be one break during this session.

**9. Wrap up and conclusion (5:55-6:00)**