

**SBx7-7 Urban Stakeholder Committee Kick-Off Meeting**  
**Meeting Summary**  
**April 15, 2010**  
**10 AM – 12:30 PM**

All documents can be found at <http://www.water.ca.gov/wateruseefficiency/sb7/>

**Welcome**

The first meeting of the SBx7-7 Urban Stakeholder Committee (USC) was held on April 15, 2010, by teleconference and webinar. Charlotte Chorneau, Center for Collaborative Policy, California State University Sacramento (CCP), welcomed committee members and described her role as the USC's neutral facilitator. She explained CCP also facilitated the Listening Sessions for this effort, as well as The Water Plan and the public workshops for the 20x2020 Plan.

Ms. Chorneau reviewed the agenda, materials, and ground rules. The objectives of the meeting were to (1) formally convene the USC, (2) discuss and confirm expectations of the USC's role and purpose, (3) review the scope and timelines of the projects, and (4) discuss input from the Listening Sessions. Ms. Chorneau explained the group would begin the technical work at the second meeting, and that the focus of the first meeting was to get a clear understanding of roles, expectations and the scope of the USC's work.

**SBx7-7 Implementation Plan, Timeline, and Context of USC**

Manucher Alemi, Chief of the Department of Water Resources (DWR) Water Use and Efficiency Branch and USC Co-lead, reviewed the requirements of SBx7-7, the Water Conservation Act of 2009. There are 14 requirements, which DWR has organized into urban-related projects, agriculture-related projects, and a set of combined urban and agriculture. Mr. Alemi communicated that the USC will address the U3<sup>1</sup> project, which must be completed by October 1, 2010. The USC will also address the U4<sup>2</sup> project, which is to be completed by December 31, 2010. The public will have opportunities to comment at certain points throughout the process on both projects. The Committee will also be asked to review and comment on two additional projects, B1<sup>3</sup> and B2<sup>4</sup>. B1 is mainly a mandate for state agencies; however Mr. Alemi conveyed that the USC can improve the final product by providing feedback. The USC will also have the opportunity to review documents and comment on Project B2.

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<sup>1</sup> U3: *DWR through a public process and in consultation with CUWCC shall develop technical methodologies and criteria for baseline daily per capita use, baseline commercial, industrial, and institutional water use, compliance daily per capita water use, gross water use, service area population, indoor residential water use and landscaped area water use and post on its website. ((10608.20(h)(1) through (h)(2))*

<sup>2</sup> U4: *DWR shall develop a method for calculating urban water use targets that identify per capita use targets that cumulatively result in a statewide 20% reduction and report to the Legislature by December 31, 2010 (and update by 2014). (10608.20(b)(4))*

<sup>3</sup> B1: *DWR, in consultation with CBDA, DPH and CPUC, and SWRCB, shall develop a single standardized water use reporting form" (10608.52(a))*

<sup>4</sup> B2: *DWR in consultation with the board shall promote implementation of regional water resources management practices through increased incentives and removal of barriers. (10608.50(a))*

Mr. Alemi confirmed that the U3 and U4 efforts have already begun, and the B1 and B2 efforts are expected to begin when additional resources become available. This is expected to occur in July.

### **USC Charter Review**

Ms. Chorneau presented the Draft USC Charter. She explained the charter was intended to be a tool to establish operating guidelines, expectations, and create shared meaning on how to work both together and with DWR. Committee members were encouraged to discuss the draft document and provide input to eventually adopt a final version.

Ms. Chorneau then walked through key sections of the document. She reviewed the SBx7-7 background, the USC's purpose, scope, and goals. The overarching purpose of the USC is to review and comment on materials provided by DWR staff and consultants, however ultimately DWR is charged with making final decisions. She additionally summarized the USC criteria for membership, and the responsibilities of all involved parties. Any ideas supported by the group will be considered in preparing the final report, though Mr. Alemi noted the final decision rests with DWR Director Mark Cowin.

During the process, subcommittees may be convened to address particular topics. These committees will be formed on an ad hoc basis, and are open to all committee members. The Subcommittee's findings will come back for the USC's review. She explained that subcommittees can include non-members when appropriate.

Ms. Chorneau asked Mr. Alemi to explain one subcommittee example the Department is considering. Mr. Alemi explained that the Department is proposing a technical working group be formed around Method #4. He explained that DWR has been presented one proposal for Method #4 from the Association of California Water Agencies (ACWA). The technical workgroup for Method #4 would be open to all members and possibly their technical staff. DWR will present the USC with guidelines for what DWR will find acceptable in a Method #4 proposal.

Ms. Chorneau mentioned that this is the introduction of the subcommittee on Method #4 and that more information including the guidelines will be available at the May meeting of the USC. She also reiterated that it will be open to all USC members and all work and proposals considered by the subcommittee will be funneled back to the full USC to consider.

- David Bolland, ACWA, provided a short update on the ACWA Method #4 proposal and offered his support for the idea of creating the subcommittee.

Meetings will be monthly, and a webinar will be offered as often as possible. Ms. Chorneau will send an email to the group to confirm future meeting dates. Regular attendance is strongly encouraged; alternates are to be kept up-to-date. Ms. Chorneau offered that the facilitation team can work with alternates to brief them offline prior to meetings.

Regarding the committee's communication, members are asked to speak for themselves when talking to the public at large and to represent their consistencies during USC meetings. Meeting announcements will be sent ten days prior to the meeting, and meeting summaries will be sent out and posted online within two weeks.

The USC was formed as a consensus-seeking group, and if consensus is not reached, more discussion may follow. The facilitator will sometimes use straw polls to measure the degree of support for a certain item within the group.

*Comments:*

- John Woodling, Sacramento Regional Water Authority, asked what the purpose of the California Urban Water Conservation Council (CUWCC) serving as a co-lead for the USC with DWR as opposed to being a stakeholder.
  - Mr. Alemi explained that the legislation directed certain provisions be implemented in consultation specifically with the CUWCC. Chris Brown the Executive Director of the CUWCC is a member of the project team, along with partner agencies that were also called to participate by law. The USC member list was formed in consultation Mr. Brown as well as the full agency team.
  
- Elizabeth Mansfield, Eldorado Irrigation District, stated that she is required to report the Bureau of Land Management, and they are expecting to see how this project will affect reporting with them.
  - Mr. Alemi: The Bureau participates in a separate group DWR has convened, the Agency Team, where they have to opportunity to review and comment on all documents.
  - Mr. Bolland recommend adding the Agency Team information to the roles and responsibilities.
  - *Mr. Alemi confirmed the information will be added to the roles and responsibilities.*
  
- Mr. Bolland asked is he is unable to make a meeting, may he send a formal alternate.
  - Mr. Alemi responded that, yes committee members have alternates. Ms. Chorneau mentioned that she will send a formal request that all committee members send her information on their alternate. The alternate must be briefed on the activities and decisions of the committee to avoid delaying action due to attendance.
  
- Toby Roy, San Diego County Water Authority, asked if other stakeholders (non-USC members) be able to participate in subcommittees.
  - Mr. Alemi responded that non-members may be requested to participate as appropriate resource people.
  - Matthew Lyon, Long Beach Water Department, asked if DWR will chair the subcommittees.
    - Ms. Chorneau responded that as necessary, a subcommittee will be chaired by DWR staff, DWR staff will support the efforts and they could be facilitated depending on size and need. For smaller efforts, a committee member could lead the group. As always, all subcommittee findings will be brought back to the USC.
  
- Richard Harris, East Bay Municipal Utility District, asked if the USC will collaborate with the CII Task Force and what will happen if the groups' findings are not consistent.
  - Mr. Alemi explained that the CII Task Force will have its own scope and charter, though DWR will ensure that the USC is informed of their activities. Due to the Task Force's legislative conditions, the terms of their meeting are different than the USC's public process. The Task Force's report will be prepared by the Task Force, whereas the USC materials will be developed by DWR staff and consultants. More work is

needed in order to convene the Task Force, but DWR will have the opportunity to coordinate the findings of the two reports.

- Mary Lou Cotton, Kennedy/Jenks Consultants, asked that the list of consultants working on this project be added to the USC Charter.
  - *Mr. Alemi affirmed adding the consultants' names, though he noted the individuals working on the project is subject to change. The consultants are from CH2M Hill, and they will attend the USC meetings and will assist DWR in various ways.*
  - Jim Metropulos: May we contact the consultants directly?
    - Mr. Alemi: For any technical or policy emails, DWR has set up a direct email address ([wueurbanenews@water.ca.gov](mailto:wueurbanenews@water.ca.gov)) accessible to all the project staff. For any process-related questions, please contact Ms. Chorneau ([cchorneau@ccp.csus.edu](mailto:cchorneau@ccp.csus.edu)).
- Ms. Roy asked that regarding the facilitator's role<sup>5</sup>, what type of information would be confidential in a public process.
  - Ms. Chorneau explained the facilitator's role is to ensure all interests are appropriately represented in the group. Committee members should feel free to speak openly to the facilitator, and the facilitator will not share confidential information with other parties. Additionally, a facilitator can bring a key concern to the table anonymously.
  - Mr. Bolland suggested that any content or policymaking information should be shared with the committee.
  - Mr. Alemi assured that any policy issues that are raised will be captured in a public document and made available to interested parties. DWR will explain any decisions made based on recommendations. For the proposed charter, we will expand the DWR Roles and Responsibilities to incorporate transparency.
- Joe Berg, Municipal Water District of Orange County, asked that the project team try to send meeting summaries within a week to allow for ample time to brief alternates.
- Tim Blair, Metropolitan Water District of Southern California, asked that by accepting the USC Charter, are USC members thus accepting DWR's interpretation of SBx7-7.
  - Mr. Alemi explained that the project team can adjust the language in the Values and Principles to allow for member's interpretations of the law.
  - *Mr. Blair offered to provide suggested language for the USC Values and Principles.*
  - Ms. Cotton asked should the group come to a shared interpretation of the law.
    - Mr. Alemi responded that the interpretation of the law's language is determined by the DWR legal staff. If members have a strong feeling regarding the language, feedback will be shared with the legal staff.
- Ms. Roy stated that the charter reads that DWR may not follow recommendations. She suggest DWR should follow the group's recommendations unless inconsistent with the law, and to give higher recommendation to consensus recommendations.
  - Mr. Alemi pointed out that on page nine, it is underlined that "DWR will give high priority to proposals and recommendations for which there is consensus and/or significant agreement among USC members."
  - Ms. Roy asked if this is conditional on DWR's interpretation of the law.

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<sup>5</sup> *Facilitators will: (4) 4. Receive confidential input from USC members.* (USC Proposed Charter, p. 5, v7, 4/15/10)

- *Mr. Alemi encouraged members to send suggested text to him, which he will discuss with DWR legal counsel.*

### **Listening Sessions Comment Summary**

Peter Brostrom, DWR, reported that DWR staff and consultants reviewed and categorized the feedback from the Sacramento and Los Angeles Listening Sessions. Staff and consultants developed a set of issue papers, which will be sent to members and posted on the website for public review. The papers contain a brief explanation of the law and key issues that must be considered in creating the technical methodologies for U3 raised in the Listening Sessions. Members are asked to provide comments on identified or missed factors, what should not be considered, or what factors are more important than others. Comments are due by April 26<sup>th</sup>.

### **Next Steps**

Meeting 2 will take place May 18<sup>th</sup>, in Sacramento (location TBA). The meeting will be from 10 AM to 3 PM, including a one-hour working lunch. DWR will prepare draft methodologies for baseline calculations, which will be distributed a week before Meeting 2. Further timelines for U3 and U4 will also be provided, and future meeting dates and times will be determined. Meetings will generally rotate between locations in the north and south of the State.

### **Public Comment**

- Dane Wadle, League of Cities, asked how he can obtain a copy of the draft methodologies for U3 and U4.
  - Mr. Brostrom responded that the draft methodologies have not yet been developed. Key issues related to the methodologies will be posted to the website in early May.

### **Adjourn**

### **Attendance**

#### **Urban Stakeholder Committee Members**

Ernesto Avila, California Urban Water Agencies  
 Tim Barr, Western Municipal Water District  
 Joe Berg, Municipal Water District of Orange County  
 Tim Blair, Metropolitan Water District of Southern California  
 David Bolland, Association of California Water Agencies  
 Lisa Brown, City of Roseville  
 Heather Cooley, Pacific Institute  
 Mary Lou Cotton, Kennedy/Jenks Consultants  
 Jerry De La Piedra, Santa Clara Valley Water District

Edwin de Leon, Golden State Water Company  
 Chris Dundon, Contra Costa Water District  
 Penny Falcon, Los Angeles Dept of Water & Power  
 Luis Generoso, City of San Diego  
 William Granger, Otay Water District  
 Richard Harris, East Bay Municipal Utility District  
 Bob Kelly, Suburban Water Systems  
 Dave Koller, Coachella Valley Water District  
 Nora Laikam, City of Fresno  
 Matthew Lyons, Long Beach Water Department

Lisa Maddaus, Brown and Caldwell  
Elizabeth Mansfield, El Dorado Irrigation  
District  
Henry McLaughlin, City of Fresno  
Jim Metropulos, Sierra Club  
John Mills, Offices of John S. Mills  
Lisa Morgan-Perales, Inland Empire  
Utilities Agency  
Ron Munds, San Louis Obispo

Tom Noonan, Ewing Irrigation  
Loren Oki, Agriculture & Natural Resources  
Edwin Osann, Natural Resources Defense  
Council  
Toby Roy, San Diego County Water  
Authority  
Fiona Sanchez, Irvine Ranch Water District  
John Woodling, Sacramento Regional Water  
Authority

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Dana Jacobson  
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Kimberly Lin  
Jim Lin  
Carrie Loschke  
Paul Lum  
Sam Massey  
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Lucia McGovern  
Sean McNeil  
David Mitchell  
Clay Monroe  
Toby Moore  
James Morales  
Stephanie Nevins  
Diann Pay  
Toni Pezzetti  
Stephanie Pintar  
Carrie Pollard  
Rene Ponce  
Stephanie Reyna - Hiestand  
Alice Ringer  
Myra Ritchie  
Mark Roberson  
Kim Rosmaier  
Vicki Sacksteder  
Howard Salamanca  
Justin Scott-Coe  
Donna Semar

Lisa Skutecki  
Andrew Smith  
Don Smith  
Tom Smith  
Jeff Stephenson  
Shannon Sweeney  
Felice Tackill  
Joe Tam  
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