Meeting Summary
Natural Resources and Technical Systems Committee
February 5, 2014, 5:30 p.m.
OWASA Boardroom

Committee Members:	Terri Buckner (Chair), Michael Hughes, Heather Payne, Will Raymond, Amy Witsil, John Young
Staff:	Mary Darr, Ed Kerwin, Todd Taylor, Pat Davis, Ruth Rouse, Stuart Carson, Stephen Winters
Visitors:	None

Major Items Discussed

Update of Long-Range Water Supply Plan

Ruth Rouse presented an overview of the tasks planned to update the Long-Range Water Supply Plan (LRWSP). The purpose of this meeting was to get high level feedback from Committee members on the proposed tasks: are there key tasks that were omitted or policy issues or questions that staff will need Board input on that have been omitted. There will be opportunities to discuss details on individual tasks at future meetings. Task 1 will be essential for obtaining the Board's guidance regarding level of service goals, acceptable levels of risk, and other factors which will drive the LRWSP.

The following items were discussed during the meeting:

- The plan will be based on 50-year projections (through 2065). The plan would need to be updated as assumptions behind the plan change; demand projections should be updated every 5 years. The final plan should clearly document the assumptions.
- Staff will provide draft level of service goals for consideration by the NRTS Committee.
- Some Committee members commented that in the 2010 LRWSP, non-economic factors were not considered in detail. Non-economic factors (or non-financial factors) need to receive greater consideration as water supply and demand-management alternatives are evaluated during the update of the LRWSP.
- The process to develop the plan will be iterative, as several tasks will likely feed back on each other. In addition, conversations with local governments and other stakeholders could influence how certain tasks were carried out. For example, demand projections and yield are inter-related. Feedback loops between these two tasks and ongoing conversations with local governments on how demand projections could impact viable supply or demand management options should occur. Local governments can influence the demand side of the equation.
- The LRWSP is an opportunity for OWASA to fully engage local governments.
- Tasks are shown in schedule as staggering; some can overlap.
- Bringing information to Board early is important, as it will help shape future tasks. For example, staff needs to provide the Board timely updates when key information is received, such as the estimated costs of a potential Jordan Lake western intake and supply project, or the potential costs to ensure that Cary will assist us in accessing our Jordan Lake allocation supply.

Next Steps
Discussion will continue on the LRWSP at the March 5 NRTS meeting.

Capital Improvements Program Report

The Committee discussed the CIP status report format, the frequency of reporting, and whether it should be presented to NRTS or Finance Committee prior to review by the Board.

Committee members requested that the CIP report be discussed by a Committee prior to discussion at a Board of Directors meeting. This will provide time for a more detailed discussion on the topic. Many thought it could be either Finance or NRTS, but settled on NRTS. To ensure that staff has adequate time to incorporate changes to the CIP report, the CIP report will be presented to NRTS during first week in the month and be on the Board agenda later the same month.

Generally, Committee members like the stop-light format. There was a brief discussion about the value of incorporating additional information in the summary table to help Board members quickly spot any key issues, such as variances in costs, scope, and/or schedule, and overall costs. Staff agreed to investigate the feasibility of adding details and report back to the committee on the time requirement when the report is on the NRTS agenda in July. With that information, the committee will re-address the issue to determine whether the additional information is worth the staff time required to produce the expanded report.

There was discussion about the frequency of the reporting. The Committee agreed that semi-annual CIP update reporting was sufficient. This corresponds to the budget reporting. Staff will inform the Board of significant exceptions that may occur between the semi-annual reports.

Next Steps
Staff will continue to enhance the stop-light format, and seek ways to make the report more concise. Staff will present the CIP update report semi-annually to NRTS and then present the report to full Board later in same month.

Next Meetings

The next NRTS Committee meeting will be held on Wednesday, March 5, 2014 at 5:30 PM in the OWASA Boardroom to continue to discuss the LRWSP update.

The meeting was adjourned at approximately 7:00 p.m.

Prepared by:

Ruth C. Rouse

Ruth Rouse, AICP
Planning and Development Manager