

Attachment A: 2024 Annual Water Shortage Assessment Report Tables

Table 1. Annual Assessment Information	
Annual Assessment Information	
Year Covered By This Shortage Report (Required)	
Start: July 1,	2024
End: June 30,	2025
Volume Unit for Reported Supply and Demand: <i>(Must use the same unit throughout)</i>	AF
Supplier's Annual Assessment Planning Cycle (Required)	
Start Month:	July
End Month:	June
Data Interval:	Monthly (12 data points per year)
Water Supplier's Contact Information (Required)	
Water Supplier's Name:	City of Palo Alto
Contact Name:	Lisa Bilir
Contact Title:	Senior Resource Planner
Street Address:	250 Hamilton Avenue, Palo Alto
ZIP Code:	94301
Phone Number:	(650)329-2543
Email Address:	lisa.bilir@cityofpaloalto.org
Report Preparer's Contact Information <i>(if different from above)</i>	
Preparer's Organization Name:	
Preparer's Contact Name:	
Phone Number:	
Email Address:	
Supplier's Water Shortage Contingency Plan	
WSCP Title	2020 Water Shortage Contingency Plan of the City of Palo Alto
WSCP Adoption Date	6/7/2021
Other Annual Assessment Related Activities	
Activity	Timeline/ Outcomes / Links / Notes
Annual Assessment/ Shortage Report Title:	Optional
Annual Assessment / Shortage Report Approval Date:	6/19/2024
Other Annual Assessment Related Activities:	The 2020 Water Shortage Contingency Plan of the City of Palo Alto states that Palo Alto will utilize the BAWSCA Regional Reliability Model to evaluate water supply availability, however, the plan also permits the City to use SFPUC data since SFPUC is the City's sole supplier. Specifically, the 2020 Water Shortage Contingency Plan states: "Because Palo Alto relies on only one potable water supply source, SFPUC RWS water, the Annual Assessment will rely on key data inputs from the SFPUC." Palo Alto used the SFPUC's April 15, 2024 Water Supply Availability Update to determine water supply.
<i>(Add rows as needed)</i>	

= Auto calculated
= From prior tables
= For manual input

Table 4(P): Potable Water Shortage Assessment ¹	Start Year: 2024						Volumetric Unit Used ² :						AF	Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun ³		
Anticipated Unconstrained Demand	1309	1284	1306	1087	929	685	653	574	660	697	969	1134	11287	
Anticipated Total Water Supply	1309	1284	1306	1087	929	685	653	574	660	697	969	1134	11287	
Surplus/Shortage w/o WSCP Action	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
% Surplus/Shortage w/o WSCP Action	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
State Standard Shortage Level	0	0	0	0	0	0	0	0	0	0	0	0	0	

Planned WSCP Actions ⁴													
Benefit from WSCP: Supply Augmentation													0.0
Benefit from WSCP: Demand Reduction													0.0
Revised Surplus/Shortage with WSCP	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
% Revised Surplus/Shortage with WSCP	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

¹Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.
²Units of measure (AF, CCF, MG) must remain consistent.
³When optional monthly volumes aren't provided, verify Tables 2 and 3 use the same columns for data entry and are reflected properly in Table 4 and make sure to use those same columns to enter the benefits from Planned WSCP Actions. Please see directions on the shortage balancing exercise in the Table Instructions. If a shortage is projected, the supplier is highly recommended to perform a monthly analysis to more accurately identify the time of shortage.
⁴If you enter any WSCP Benefits, then you must enter the corresponding planned Actions into Table 5.

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Table 4(NP): Non-Potable Water Shortage Assessment ¹	Start Year: 2024						Volumetric Unit Used ² :						AF	Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun ³		
Anticipated Unconstrained Demand: Non-Potable	54	53	35	22	11	2	2	11	9	24	42	50	315	
Anticipated Total Water Supply: Non-Potable	54	53	35	22	11	2	2	11	9	24	42	50	315	
Surplus/Shortage w/o WSCP Action: Non-Potable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
% Surplus/Shortage w/o WSCP Action: Non-Potable	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	

Planned WSCP Actions ⁴													
Benefit from WSCP: Supply Augmentation													0.0
Benefit from WSCP: Demand Reduction													0.0
Revised Surplus/Shortage with WSCP	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
% Revised Surplus/Shortage with WSCP	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

¹Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.
²Units of measure (AF, CCF, MG) must remain consistent.
³When optional monthly volumes aren't provided, verify Tables 2 and 3 use the same columns for data entry and are reflected properly in Table 4 and make sure to use those same columns to enter the benefits from Planned WSCP Actions. Please see directions on the shortage balancing exercise in the Table Instructions. If a shortage is projected, the supplier is highly recommended to perform a monthly analysis to more accurately identify the time of shortage.
⁴If you enter any WSCP Benefits, then you must enter the corresponding planned Actions into Table 5.

Table 5: Planned Water Shortage Response Actions				July 1, 2024	to	June 30, 2025
Anticipated Shortage Level Drop-down List of State Standard Levels (1-6) and Level 0 (No Shortage)	ACTIONS ¹ : Demand Reduction, Supply Augmentation, and Other Actions. (Drop-down List) These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that apply.	Is action already being implemented? (Y/N)	How much is action going to reduce the shortage gap? (Optional)		When is shortage response action anticipated to be implemented ² ?	
			Enter Amount	(Drop-down List) Select % or Volume Unit	Start Month	End Month
<i>Add additional rows as needed</i>						
NOTES: Notes Section to be used only for clarifying details, and not for listing specific actions. Actions must be entered into table rows	Palo Alto currently implements permanent water use restrictions according to the Palo Alto Municipal Code Section 12.32.010 https://codelibrary.amlegal.com/codes/paloalto/latest/paloalto_ca/0-0-0-69362#JD_Chapter12.32 . There is currently no water shortage projected for FY 2025 in Table 4(P).					
¹ If you plan Supply Augmentation Actions then you must enter WSCP Benefits from Supply Augmentation Actions into Table 4. If you plan Demand Reduction Actions then you must enter WSCP Benefits from Demand Reduction Actions into Table 4. ² If an Action is planned to be implemented in multiple non-contiguous periods of the year, please make separate entries on multiple rows for the same action spanning the different implementation periods.						