



CITY OF
**PALO
ALTO**

Utilities Advisory Commission Staff Report

From: Dean Batchelor, Director Utilities
Lead Department: Utilities

Meeting Date: June 7, 2023
Staff Report: 2304-1275

TITLE

Staff Recommends that the Utilities Advisory Commission Recommend the City Council Adopt the 2023 Annual Water Shortage Assessment Report

RECOMMENDATION

Staff requests the Utilities Advisory Commission (UAC) recommend the City Council adopt the 2023 Annual Water Shortage Assessment Report.

EXECUTIVE SUMMARY

Beginning in 2022, every urban water supplier in California must conduct an Annual Water Supply and Demand Assessment as required by California Water Code Section 10632 (a). Each urban water supplier must also submit an Annual Water Shortage Assessment Report to the Department of Water Resources (DWR) on or before July 1, as required by California Water Code Section 10632.1. The City's Annual Water Shortage Assessment Report (Tables 1-5 below) shows that there is no water shortage anticipated for Fiscal Year 2024. On April 17, 2023, the San Francisco Public Utilities Commission (SFPUC), Palo Alto's water supplier, provided Palo Alto with the Water Supply Availability Update indicating for this upcoming water year, to-date precipitation has been above average and snowpack is at record-breaking levels; additionally, SFPUC indicated its 11% regional voluntary reduction request will expire at the same time the State Board's drought emergency regulation expires on June 10th, 2023 (unless the State Board rescinds the drought emergency regulation earlier). Palo Alto's water use for the period July 1, 2022 through March 31, 2023 was 13% below the base year of July 1, 2019 through March 31, 2020. The City of Palo Alto encourages continued water conservation efforts and the City's website contains more information about available [water conservation programs](https://www.cityofpaloalto.org/Departments/Utilities/Sustainability/Ways-to-Save)¹ and latest [water conservation and drought updates](https://www.cityofpaloalto.org/Departments/Utilities/Sustainability/Water-Conservation-and-Drought-Updates).²

¹ <https://www.cityofpaloalto.org/Departments/Utilities/Sustainability/Ways-to-Save>

² <https://www.cityofpaloalto.org/Departments/Utilities/Sustainability/Water-Conservation-and-Drought-Updates>

DISCUSSION

To prepare the 2023 Annual Water Shortage Assessment Report, staff followed the procedures outlined in its Water Shortage Contingency Plan, contained in Section 7 of the City's 2020 Urban Water Management Plan (UWMP). Palo Alto's 2023 Annual Water Shortage Assessment Report uses the DWR-developed Optional Annual Assessment Tool format. This format includes the 5 tables shown below. Staff will submit the standard tables to DWR by July 1, 2023. "Table 1. Annual Assessment Information" (Table 1) provides required overview information. The remaining tables project water supply and demand for FY 2024 under dry conditions, as required, and finds that there is no projected water shortage.

After Palo Alto and other urban water suppliers report to DWR on the 2023 Annual Water Shortage Assessment Reports, DWR will prepare a summary report on its review of the Annual Water Supply and Demand Assessment results and provide it to the State Water Resources Control Board (State Board) by September 30. The DWR report will include water shortage information at the supplier level, as well as regional and statewide analysis of water conditions as required by California Water Code Section 10644 (c)(1)(B).

Potable Water

Palo Alto receives 100% of its potable water supply from the SFPUC Regional Water System and staff used the SFPUC's April 17, 2023 Water Supply Availability Update to determine water supply.

- "Table 2: Water Demands" (Table 2) provides a demand projection for each month of FY 2024;
- "Table 3: Water Supplies" (Table 3) notes that there is sufficient supply to meet Palo Alto's demand and projects supply equal to the demand projection since there is no projected water shortage;
- "Table 4(P): Potable Water Shortage Assessment" (Table 4(P)) compares projected FY 2024 demand with supply and illustrates that there is no shortage projected for FY 2024;
- "Table 5: Planned Water Shortage Response Actions" (Table 5) shows no triggered water shortage actions.

On March 24, 2023, Governor Newsom issued Executive Order (N-5-23) which eliminated his directive that agencies implement Stage II of their water shortage contingency plans as well as lessened the drought emergency restrictions presented in his previous Executive Order (N-7-22), while not eliminating all actions completely. On April 11, 2023, the SFPUC approved the rescindment of the Water Shortage Emergency that was declared on November 23, 2021. This action removes the voluntary system wide cutback of 11% (Resolution No. 22-0098), effective when the State Board's order expires on June 10, 2023 (unless the State Board takes an earlier action). The City of Palo Alto's temporary drought water use restrictions expire at the same time as SFPUC's voluntary water use restriction and the State Board's drought emergency regulations.³ Palo Alto's eight permanent water use regulations will remain in effect (see Palo Alto Municipal

³ See Resolution 10054, adopted June 20, 2022: <https://www.cityofpaloalto.org/files/assets/public/city-clerk/resolutions/resolutions-1909-to-present/2022/reso-10054.pdf>

Code Section 12.32.010). Staff will continue to monitor drought actions and requirements at the SFPUC and State level and provide updates to the UAC and to the public through the City's website described above.

Non-Potable Water

For non-potable recycled water, Table 2 provides the demand projection and Table 3 notes that there is sufficient supply to meet Palo Alto's non-potable recycled water demand. For that reason, the supply is set to equal demand and there is no shortage of non-potable water projected in Table 4(NP), "Non Potable Water Shortage Assessment".

Table 1. Annual Assessment Information	
Annual Assessment Information (Required)	
Year Covered By This Shortage Report	
Start: July 1,	2023
End: June 30,	2024
Supplier's Annual Assessment Planning Cycle	
Start Month:	July
End Month:	June
Data Reporting Interval Used:	MONTHLY
Volume Unit for Reported Supply and Demand: (Must use the same unit throughout)	AF
Water Supplier's Contact Information	
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 (if different from above)	
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 (Optional)	
Activity	Timeline/ Outcomes / Links / Notes
Annual Assessment/ Shortage Report Title:	Optional
Annual Assessment / Shortage Report Approval Date:	6/12/2023
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 17th 2023 Water Supply Availability Update to determine water supply.
(Add rows as needed)	

	= From prior tables
	= Auto calculated

Table 2: Water Demands¹

Use Type	Additional Description (as needed)	Level of Treatment for Non-Potable Supplies Drop-down list	Start Year:		2023	Volumetric Unit Used ² :										AF
Drop-down list May select each use multiple times These are the only Use Types that will be recognized by the WUEdata online submittal tool (Add additional rows as needed)			Projected Water Demands - Volume ³													
			Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total by Water Demand Type	
Demands Served by Potable Supplies																
All Demands			1259	1147	1103	1070	840	715	673	554	674	887	1138	1120	11182	
															0	
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Optional (for comparison purposes)	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Last year's total demand													0
Two years ago total demand													0
Three years ago total demand													0
Four years ago total demand													0

															= From prior tables		
															= Auto calculated		
Table 3: Water Supplies ¹																	
Water Supply		Start Year:		2023		Volumetric Unit Used ² :										AF	
<div>Drop-down List</div> <div>May use each category multiple times. These are the only water supply categories that will be recognized by the WUEdata online submittal tool (Add additional rows as needed)</div>		Additional Detail on Water Supply	Projected Water Supplies - Volume ³												Water Quality	Total Right or Safe Yield* (optional)	
			Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			Total by Water Supply Type
Potable Supplies																	
Purchased/Imported Water	San Francisco Public Utilities Commission Regional Water Supply System	1259	1147	1103	1070	840	715	673	554	674	887	1138	1120	11182			
														0			
														0			
														0			
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Total by Month (Potable)		1259	1147	1103	1070	840	715	673	554	674	887	1138	1120	11182		0	
Non-Potable Supplies																	
Recycled Water	Recycled Water from the Regional Water Quality Control Plant	54	53	35	22	11	2	2	11	9	24	42	50	315			
														0			
														0			
														0			
														0			
Total by Month (Non-Potable)		54	53	35	22	11	2	2	11	9	24	42	50	315		0	
Notes: Palo Alto purchases 100% of its potable water from SFPUC; Palo Alto used the SFPUC's April 17th 2023 Water Supply Availability Update to determine water supply. Palo Alto supplies recycled water for irrigation of the municipal golf course, a park and some other minor applications. There is sufficient supply of both potable and recycled water to meet demand.																	
<div><div>¹ Projections are based on best available data at time of submitting the report and actual supply volumes could be different due to many factors.</div><div>² Units of measure (AF, CCF, MG) must remain consistent.</div><div>³ When opting to provide other than monthly volumes (bi-monthly, quarterly, or annual), please see directions on entering data for Projected Water Supplies in the Table Instructions.</div></div>																	

[illegible]

Table 4(P): Potable Water Shortage Assessment ¹					Start Year: 2023		Volumetric Unit Used ² :					AF			
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun ³	Total		
Anticipated Unconstrained Demand	1,259	1,147	1,103	1,070	840	715	673	554	674	887	1,138	1,120	11,182		
Anticipated Total Water Supply	1,259	1,147	1,103	1,070	840	715	673	554	674	887	1,138	1,120	11,182		
Surplus/Shortage w/o WSCP Action	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															
Benefit from WSCP: Supply Augmentation													0.0		
Benefit from WSCP: Demand Reduction	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		
% 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.

	= Auto calculated
	= From prior tables
	= For manual input

Table 4(NP): Non-Potable Water Shortage Assessment ¹						Start Year: 2023		Volumetric Unit Used ² :					AF		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun ³	Total		
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		
% Surplus/Shortage w/o WSCP Action: Non-Potable	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%		
Planned WSCP Actions															
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.

Table 5: Planned Water Shortage Response Actions				July 1, 2023		to June 30, 2024	
Anticipated Shortage Level	ACTIONS: Demand Reduction, Supply Augmentation, and Other Actions. (Drop-down List)	Is action already being implemented? (Y/N)	How much is action going to reduce the shortage gap?	When is shortage response action anticipated to be implemented?			
Drop-down List of State Standard Levels (1 - 6) and Level 0 (No Shortage)	These are the only categories that will be accepted by the WUEdata online submittal tool. Select those that apply.		Enter Amount	(Drop-down List) Select % or Volume Unit	Start Month	End Month	
Add additional rows as needed							
NOTES: 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 2024 in Table 4(P).							

TIMELINE

Upon review, discussion, and action by the UAC, staff will bring the Annual Water Shortage Assessment Report to the City Council to consider its adoption on June 12, 2023. California Water Code Section 10632.1 requires the Annual Water Shortage Assessment Report to be submitted

to DWR by July 1 each year.

STAKEHOLDER ENGAGEMENT

Staff encourages interested parties to comment or provide feedback on the draft Annual Water Shortage Assessment Report at the UAC or Council meeting where the report will be considered for approval, or to submit written comments prior to those meetings.

ENVIRONMENTAL REVIEW

Adoption of the 2023 Annual Water Shortage Assessment Report is exempt from California Environmental Quality Act's (CEQA) review pursuant to Water Code Section 10652.

ATTACHMENTS

Attachment A: Presentation

APPROVED By:

Dean Batchelor, Director of Utilities

Staff: Lisa Bilir, Senior Resource Planner