Meeting Objectives

*For Steering Committee members to…*

* Approve the Buffer TAG report
* Approve the Wastewater TAG report
* Define lake Nitrogen and Phosphorus % reduction goals

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| Agenda |  |
| 10 am | Welcome, meeting purpose, introductions, working together |
| 10:10 am  *10 minutes* | Review objectives and accomplishments so far |
| 10:20 am  *40 minutes* | Review and approve of the Buffer TAG report   * Information * Discussion * Call to Question |
| 11 am  *60 minutes* | Identify N & P reduction goals in relation to Wastewater TAG report   * Information and DWR recommendation * Discussion * Call to Question |
| Noon  *20 minutes* | Next steps   * Update on septic language and process for approval via email * Define who drafts SC report language |
| 12:20 pm  *10 minutes* | Future meetings and Closing |
| 12:30 pm | Adjourn |

Ground Rules

* Stick to the tasks and topics on the agenda and keep discussion focused; one subject at a time.
* Discuss all relevant information and issues, even difficult ones.
* Keep discussion open and balanced.
* Participate, show up, share your thinking as much as you can.
* Strive to make decisions by consensus.
* Look beyond positions to interests.
* Disagree openly and respectfully.
* Put personal differences aside in the interests of a successful team.
* Jointly design ways of testing disagreements and look for mutually beneficial solutions.
* Follow through on commitments.
* Share information discussed in team meetings with your organization and reflect its position back to the team.
* While participants are free to discuss the process outside of official meetings, decisions will be made during meetings themselves.