

WATER CARRIERS WORKING GROUP
OUTLINE FOR REPORT TO THE GOVERNOR & LEGISLATURE

- I. Executive Summary
- II. Table of Contents [Including Figures/Tables, if used, and Appendices]
- III. Introduction
 - a. Background – SR 125, S.D. 1 (2020) [summarize; attach SR 125 in Appendices]
 - b. WCWG members [name primary and delegated members of the WCWG]
 - c. Meetings of the WCWG [Summarize meetings held by the WCWG; refer to public webpage for details, group memory, presentations, handouts, etc.]
 - d. Process followed by the WCWG [speak about how meetings were held/facilitated; Force Field Analysis; etc.; include graphics in this section and/or include in Appendices]
- IV. Recommendations
 - a. Topic Areas [description of topic areas; also note sub-committees were formed]
 - i. Cargo Services
 - ii. Pier Space
 - iii. Rates
 - iv. Subsidies
 - v. Sustainability and Profitability
 - b. Summary of Recommendations from Sub-Committees [include section on process WCWG followed to arrive at recommendations being forwarded to Gov/Legislature]
 - c. Near-Term Recommendations [include in this section any near-term recommendations proposed (preferably non-policy/non-statutory) and identify entities responsible/committed to implement said near-term recommendations]
 - d. WCWG Recommendations being forwarded to Governor and Legislature [in accordance with SR 125, S.D. 1 (2020)]
 - i. Recommendation 1
 - 1. Justification/Compelling Reason
 - 2. Mid-term or Long-Term
 - 3. Pros/Cons
 - 4. Identify any preceding steps to undertake or outstanding items to address, if any
 - 5. Impact to agencies/entities
 - 6. Costs (if any or readily estimated)

- ii. Recommendation 2
 - 1. Justification/Compelling Reason
 - 2. Mid-term or Long-Term
 - 3. Pros/Cons
 - 4. Identify any preceding steps to undertake or outstanding items to address, if any
 - 5. Impact to agencies/entities
 - 6. Costs (if any or readily estimated)
- iii. Recommendation 3, etc.
 - 1. Etc.
 - 2. ...

V. Conclusions

VI. References [could either include any references used here (endnotes) or alternatively cite references used, if any, in respective sections above (footnotes)]

VII. Appendices

- a. SR 125, S.D. 1 (2020)
- b. Etc.
- c. ...