



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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DIRECTORS

HOWARD GUSTAFSON
President

THOMAS P. MOORE
Vice President

WILLIAM Y. LEE
JAN SHRINER
HERBERT CORTEZ

Agenda

Regular Meeting

Water Conservation Commission

MCWD Board Room, 11 Reservation Road, Marina, CA

Thursday, February 2, 2017, 5:30 PM

Water Conservation Commission Mission Statement

To provide input to the Board of Directors on matters pertaining to the preservation of the District's water resource through conservation, technological improvements and policy.

Commission Members

Chair - Phillip Clark

Vice Chair - Charlie Eskridge

Jan Shriner (MCWD Board Representative)

Dave Brown (Marina City Council)

Margaret-Anne Coppernoll (Public Member)

Jim Felton (Public Member)

Grace Silva-Santella (Public Member)

Tom Britzman (Public Member)

Bethany Taylor (Public Member)

This meeting has been noticed according to the Brown Act rules. The Commission will receive information on, discuss, and may consider taking action or directing staff to return to the Board for action on items contained in this agenda. Some items are informational and are provided as a written report or verbal update and may not require Commission action.

1. Call to Order/Introduction
2. Public Comments on any item not on the Agenda. *Any person wishing to address the Commission on matters not appearing on the Agenda may do so at this time. Please limit your comment to three minutes. The public may comment on any other item(s) listed on the Agenda at the time the item(s) is considered by the Commission.*
3. Action to Approve the January 5, 2017 Meeting Minutes
4. Welcome New Commissioner Margaret-Anne Coppernoll and Receive an Updated Commission Membership Table
5. Review 2017 WCC Goals, Objectives
6. Review Proposed Working Group Meetings and Agenda Items for the March 2, 2017 WCC Meeting and Future Meetings

7. Receive an Update on Upcoming Public Information Events
8. Receive Update on Board/District Activities
9. Receive Comments from Commission Members
10. Adjournment

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 3

Meeting Date: February 2, 2017

Prepared By: Paula Riso

Presented By: Paula Riso

Agenda Title: Action to Approve the January 5, 2016 Meeting Minutes

Background: *2016 Strategic Plan, Mission Statement – We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Discussion/Analysis: The draft minutes of January 5, 2017 are provided for the Commission to consider approval.

Environmental Review Compliance: None required.

Financial Impact: _____Yes X No Funding Source/Recap: None

Other Considerations: The Commission can suggest changes/corrections to the minutes.

Material Included for Information/Consideration: Draft minutes of the January 5, 2017 meeting.

Action Required: _____Resolution X Motion _____Review

Commission Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 4

Meeting Date: February 2, 2017

Prepared By: Paul Lord
Reviewed By: Jean Premutati

Presented By: Paul Lord

Subject: Welcome New Commissioner Margaret-Anne Coppernoll and Receive an Updated Commission Membership Table

Summary: On January 5, 2017, the Water Conservation Commission reviewed the one and only application recently submitted for two available seats on the Commission. The Commissioners found the applicant, Margaret-Anne Coppernoll to have unique qualifications, and they felt that the applicant's past experiences would be valuable and constructive to the Commission. Therefore, the Commissioners recommended that the Board consider appointing the single applicant to fill Public Position #7, the position that has the lengthier term.

At the January 9, 2017 MCWD Board of Directors meeting, the Directors approved of the Commission's recommendation to appoint Ms. Coppernoll to the Commission. However the Board appointed Ms. Coppernoll to the vacant Public Position #1 which has a term ending in August of 2017, and asked staff to continue recruiting for the vacant position.

An updated WCC Membership Table is attached, showing the seven occupied Public Positions, the one vacant Public Position # 7, the assigned Marina City Council representative, and the MCWD Board representative.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 5

Meeting Date: February 2, 2017

Prepared By: Paul Lord
Reviewed By: Jean Premutati

Presented By: Paul Lord

Subject: Review 2017 WCC Goals, Objectives

Summary: The Executive Committee of the Board of Directors requested staff to take an agenda item to the September 6, 2016 meeting that allowed the Board to discuss options and provide direction to the WCC on how to best provide the most value to the Board and the District in the upcoming year. In the agenda item, the Board was asked to review the WCC's listing of 2016 goals and objectives and, if appropriate, provide guidance to staff and the Commissioners on which goals and objectives to prioritize.

The outcome of that meeting was a request that the WCC review the whole water conservation program and develop a new list of goals and objectives for the upcoming year. Then, a report on those goals and objectives would be presented to the Board of Directors. The Directors stated that they would like to know more details about the actions proposed or taken in support of the goals. The Directors requested staff identify any work to be done in support of the goals, by the Commissioners verses work to be completed by staff.

At the three Commission meetings since the September 2016 Board meeting, the Commissioners were led through a "brainstorming" exercise where the group successfully listed and prioritized goals and objectives for 2017. The prioritized listing of these goals and objectives is attached to this report.

The list developed during the brainstorming exercises supports the following staff recommendations for general objectives for the Commission:

- Review/update conservation department rebates and incentive programs
- Review/update District code related to water conservation
- Learn about new/future technology in water conservation
- Broaden the scope of public information and engage more with the customer base via several methods
- Provide more recognition to customers for their water conservation achievements

With the District having numerous water conservation programs and a broad scope of water conservation department duties, it is most appropriate to plan any in-depth evaluation of the programs, policies and procedures over many months, while providing the Board of Directors periodic progress reports as evaluations are complete, and changes are recommended.

To help the commissioners complete a thorough review of the existing Water Conservation programs, encourage and guide Commissioners on how to independently or jointly make progress towards the new goals, and learn/share more detailed information related to the objectives, it was suggested that voluntary working groups be formed. With no objections, staff has tentatively scheduled two working group meetings to be held each month in support of the monthly commission meetings where recommendations can be finalized. Staff is supportive of these additional meetings, and the staff time involved, as they are thought to be helpful as established deadlines for bi-weekly objectives.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 6

Meeting Date: January 5, 2017

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: Jean Premutati

Subject: Review Proposed Working Group Meetings and Agenda Items for the March 2, 2017 WCC Meeting and Future Meetings

Summary: The Commission is to review proposed working group meetings and agenda items for the March 2, 2017 meeting. The Commissioners may suggest new agenda items for future Water Conservation Commission meetings.

2017 Monthly Working Group Topics and Schedule				
Month	Topic #1	Topic #2	Topic #3 (optional)	Working Group
January	2017 Goals/objectives			Revise Rebates
February	2017 Goals/objectives	Revise Rebates	Public Information / Public events	Revise Rebates Resale Retrofitting
March	Resale Retrofitting	New state guidelines	Draft 2017 Budget	Landscape Standards
April	Revised Rebates	In-school program	Landscape Standards	Development Standards
May	Landscape Standards	WCC Orientation Package		Public Information/ Public events
June	Development Standards	Review WCC Goals		Water loss
July	Public Information/ Public events	In-school MOU		Greywater
August	Water loss	WCC Applications		Water Shortage Contingency Plan
September	Greywater	Landscape Budgets		WCC Orientation
October	Water Shortage Contingency Plan			
November	TBD			
December	TBD			

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 7

Meeting Date: February 2, 2017

Prepared By: Paul Lord
Reviewed By: Jean Premutati

Presented By: Paul Lord

Subject: Receive an Update on Upcoming Public Information Events

Summary: The Water Conservation Commission is requested to receive this Staff Report listing upcoming public events the water conservation staff plans to attend.

- February 25, 2017

Community Involvement Mobile Workshop

- Visit the Open House and meet with community groups and those tasked with the cleanup of the former military base
- Take free bus tours of the former Fort Ord
 - Tour 1: 10:00 AM
 - Tour 2: 11:45 AM
- Location: Building 4522, End of Joe Lloyd Way ,Ord Military Community
- More information at : www.FortOrdCleanup.com or (831) 393-1284