



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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DIRECTORS

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Vice President

WILLIAM Y. LEE
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Agenda

Regular Meeting

Water Conservation Commission

MCWD Board Room, 11 Reservation Road, Marina, CA

Thursday, January 4, 2018, 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 - Philip Clark

Vice Chair - Charlie Eskridge

Jan Shriner (MCWD Board Representative)

Dave Brown (Marina City Council)

Margaret-Anne Coppernoll (Public Member)

Jim Felton (Public Member)

Jason Montgomery (Public Member)

Efrem Valentin (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/Roll Call
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 Items:
 - A. Approve the December 7, 2017 Meeting Minutes
4. Staff Reports:
 - A. Receive an Update on Rebate/Incentive Expenditures Year-to-Date
 - B. Receive Updated GPCD, Water Production, and Water Consumption Data
5. Workshop:
 - a. Establish 2018 WCC Goals and Objectives
6. Receive an Update on Board/District Activities
7. Receive Comments from Commission Members *Please limit your comments to three minutes.*
8. Adjournment: Next Meeting: Thursday, February 1, 2018, 5:30 p.m.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 3-A

Meeting Date: January 4, 2018

Prepared By: Paula Riso

Presented By: Paula Riso

Agenda Title: Approve the December 7, 2017 Meeting Minutes

Background: *Five-Year 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 December 7, 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 December 7, 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-A

Meeting Date: January 4, 2018

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: Jean Premutati

Subject: Receive an Update on Rebate/Incentive Expenditures Year-to-Date

Summary: At two consecutive Water Conservation Commission working group meetings in February and March of 2017, staff and the Commissioners reviewed the 2016-2017 budgets and expenditures year-to-date for District rebates and incentives. The working group members then discussed and proposed expenditure amounts for the 2017-2018 fiscal year.

Overall, the net change in approved rebate and incentive expenditures from 2016-2017 to 2017-2018 was an increase of \$8,000.

The following paragraphs and enclosed charts and tables summarize the year-to-date expenditures for rebates and incentives for the 2017-18 fiscal year compared to the annual budgeted expenditures.

HE Toilets:

- Total number of HE toilet rebates year-to-date: 521 rebates. However this total includes rebates that have yet to be given to CSUMB (120 toilets) and the Monterey Bay Military Housing (300 toilets). Therefore, the actual total number of HE toilet rebates given thus far is 101.
- The total HE toilet rebate budget for FY 2017/2018 is \$86,250.00. Expenditures year-to-date (including CSUMB [\$15,000] and MBMH [\$37,500]) are \$64,429.15 or 75% of the annual budget. The actual expenditures thus far for the 101 HE toilet rebates given equates to \$11,929.15 or 14% of the budget.

HE Clothes Washing Machines:

- Total number of rebates year-to-date : 44
- The total annual budget for FY 2017/2018 is \$18,000 and expenditures to date are \$4,250 or 24% of the total annual budget.

Landscape Incentives:

- There are 12 landscape projects in progress; 1 rainwater catchment project with a potential of 205 gallons of storage in Marina, 5 turf replacement projects with MPUSD in Marina and 1 Rainwater Catchment project at a school in Marina to store 865 gallons of rainwater, 1 project in Marina to install a smart controller, 1 project in Marina to install 50 gallons of rainwater storage and a smart controller, and 3 projects in Marina for turf replacement and sprinkler conversion.
- The total annual budget for landscape incentives in FY 17/18 is \$36,000 and expenditures to date are \$5,267.19, or 15% of the total budget year-to-date.

Hot Water Recirculation Pump Incentive:

- Total number of completed projects is 5. The total number of projects in progress is 6.
- The total annual budget in FY 17/18 is \$4,500 and the expenditures to date are \$1,086.74 or 24% of our budget.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 4-B

Meeting Date: January 4, 2018

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: Jean Premutati

Subject: Receive Updated GPCD, Water Production, and Water Consumption Data

Summary: In response to the ongoing drought, the State Water Resources Control Board (SWRCB) approved an emergency regulation that directs water purveyors to electronically report monthly water production and consumption figures. Also to be reported to the SWRCB is an estimate of the amount of water used each day by residential customers. This estimate, called “residential gallons per capita per day”, or R-GPCD, more accurately portrays water use by individuals and allows communities to compare their efforts accurately with others around the state.

In support of the SWRCB actions, Marina Coast Water District staff has increased their efforts to compile and submit the required production, R-GPDC data, and other required monitoring reports each month. Staff will provide tables and charts that show water production figures through November 2017. Staff will also include tables and charts showing the gallons-per-capita-day (GPCD) and R-GPCD data that has been compiled. The documents are entitled:

- 2010 - 2017 Total Production by Month
- Monthly Production Savings and Cumulative Savings, June 2015 – Current Month
- 2017 Production vs. Water Production Reduction Goals
- 2013 - 2017 Monthly GPCD (Gross Production)
- 2013 – 2017 Residential Gallons-Per-Capita-Day
- 2013 – 2017 Total Billed Consumption (Line Graph)
- 2017 Total Billed Consumption (Pie Chart)
- 2013 – 2017 Total Consumption by Month (Bar Graph)
- 2013 – 2017 Single-Family Consumption by Month
- 2013 – 2017 Multi-Family Consumption by Month
- 2013 – 2017 Residential Consumption by Month
- 2013 – 2017 Commercial/Institutional Consumption by Month
- 2013 – 2017 Landscape Irrigation Consumption by Month
- 2015 – 2017 Temporary Hydrant Meter Water Use and Number of Meters
- 12 Month Categorical Meter Count
- 2015-2017 Active Meter Count vs Metered Consumption

Marina Coast Water District
Water Conservation Commission
Workshop

Agenda Item: 5-A

Meeting Date: January 4, 2018

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: Jean Premutati

Subject: Establish 2018 WCC Goals and Objectives

Summary: In September 2016, the Board of Directors requested that the WCC review the whole water conservation program and develop a new list of WCC goals and objectives for 2017. 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.

During the following October 2016 Commission meeting, the Commissioners were led through a “brainstorming” exercise where the group successfully listed subject matter that they would like to work on during the 2017 calendar year. Staff then added additional topics of interest, and existing goals to the list. Staff then divided the comprehensive list onto two spreadsheets, noting objectives that should be accomplished by staff, versus the Commissioners, to reach the goals. At the following November 3rd meeting the 2017 goals were prioritized.

During calendar year 2017, the Commissioners and staff succeeded in accomplishing many of the goals set while progress was made on a number of other goals. Early in the year, there was strong interest and time spent reviewing rain water harvesting, gray water reuse, hot water recirculation systems, and the District’s conservation ordinance. By August of 2017, there was a noticeable increase in the number of Commissioners volunteering their time at public events, and participating at working group meetings. The many volunteer hours spent in working group meetings helped in the drafting of a revised Chapter 3.36 in the District’s water code. Throughout the year, staff was successful in sending out an increased number of announcements for public events and targeted promotional materials related to the District’s landscape incentives for lawn replacement with low water use plants. A new in-school Water Conservation/Science teacher has been hired and fall 2017-2018 classes have been completed.

During tonight’s meeting, it is suggested the commissioners once again “brainstorm” and find appropriate goals and objectives for the 2018 calendar year.

For review, and to help with the development of 2018 goals, a copy of the original *2017 WCC Goals and Objectives*, and a copy of *Review of 2017 Goals and Objectives, August 2017* are attached.

It is staff’s recommendation that the Commissioners consider answering the following question:

1) What goals should the Commission strive to complete in the next year?

What existing goals should be retained? Is there a need to refine or change some goals? Is it recommended that new goals be added within the current duties?

2) What personal goals do the commissioners have for 2018? What is it they would like to accomplish?

As a reminder, and to help the Commissioners with their updated list of goals and objectives for 2018, the current Board of Director's assigned duties of the Water Conservation Commission are listed below:

Annually (at least) review, evaluate, and make recommendations to the Board regarding:

- 1) Water consumption (related to conservation and water use)*
- 2) Conservation ordinances/policies*
- 3) Conservation programs and BMP implementation*
- 4) Conservation outreach and education materials including newsletters and annual CCR*
- 5) Conservation budget and overall resources*
- 6) Conservation technology/equipment*

As needed, review and make recommendations to the Board regarding:

- 7) The Water Shortage Contingency Plan, Conservation Ordinances, and conservation provisions of the District Code*