

MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099 Home Page: www.mcwd.org TEL: (831) 384-6131 FAX: (831) 883-5995 **DIRECTORS**

THOMAS P. MOORE

President

JAN SHRINER Vice President

HERBERT CORTEZ PETER LE MATT ZEFFERMAN

Agenda Regular Meeting Water Conservation Commission

MCWD Board Room, 11 Reservation Road, Marina, CA Thursday, February 6, 2020, 5:30 PM

This meeting has been noticed according to the Brown Act rules. The Water Conservation Commission meets regularly on the first Thursday of each month. The meetings normally begin at 5:30 p.m. and are held at the District Office at 11 Reservation Road, Marina, California.

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

Phil Clark, Vice Chair

Bill Huynh

Audra Walton

Donna Dulo

Dennis Robinson

Jan Shriner (MCWD Board Liaison)

- 1. Call to Order
- 2. Administer Oath of Office
- 3. Roll Call
- 4. Pledge of Allegiance
- 5. Elect Chairperson and Vice Chairperson of the Water Conservation Commission

Action: The Commission will elect two Commissioners to serve as Chairperson and Vice-Chairperson of the Commission through December 2020.

- **6. Oral Communications** 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.
- 7. Consent Calendar
 - A. Approve the January 9, 2020 Meeting Minutes
 - B. Approve the 2020 Water Conservation Meeting Schedule

8. Staff Reports

- A. Receive an Update on the Length of New Commissioner Terms and Changes to the Water Conservation Commission Membership Table
- B. Receive the Calendar of Public Events for 2020
- C. Receive Updated Gallons Per Capita Day (GPCD), Water Production, and Water Consumption Data
- D. Review Proposed WCC Agenda Items for Future Meetings
- 9. Commission Member Requests for Future Agenda Items
- 10. Commissioner's Comments
- **11. Adjournment** Set or Announce Next Meeting(s), date(s), time(s), and location(s):

Regular Meeting: Thursday, March 5, 2020, 5:30 p.m.,

MCWD Board Room, 11 Reservation Road, Marina, CA

Agenda Item: 2	Meeting Date: February 6, 2020				
Prepared By: Paula Riso	Approved By: Patrick Breen				
Agenda Title: Administer Oath of Office	e				
Staff Recommendation: Administer the	oath of office to Donna Dulo and Dennis Robinson.				
wastewater collection and conservation	Mission Statement – We Provide high quality water, on services at a reasonable cost, through planning, ter resources in an environmentally sensitive manner.				
Conservation Commission, two individu	th the January 29, 2020 Board appointments to the Water als are to be sworn in to begin serving new two or three-ater Conservation Commission. Donna Dulo and Dennis g.				
Constitution of the United States ar all enemies, foreign and domestic Constitution of the United States at take this obligation freely, without	swear (or affirm) that I will support and defend the ad the Constitution of the State of California against; that I will bear true faith and allegiance to the ad the Constitution of the State of California; that I any mental reservation or purpose of evasion; and arge the duties upon which I am about to enter."				
Environmental Review Compliance: No	ne required.				
Financial Impact:Yes	X No Funding Source/Recap: None				
Other Considerations: None.					
Material Included for Information/Consi	deration: None.				
Action Required:Resolution _	MotionReviewX_Oath				
C	ommission Action				
Motion By Seconded B	sy No Action Taken				
Ayes	Abstained				
Noes	Absent_				

Agenda Item: 5		Meeting Date: Fe	bruary 6, 2020
Prepared By: Paul Lord		Approved By: Pa	trick Breen
=	oner Introduction and Ele Conservation Commission	ection of Chairperson and Von	Vice Chairperson of
Staff Recommendation:	The Commission select a	a Chairperson and Vice Cha	irperson.
program - We recognize	that drinking water is one er Conservation committe	Review and update our resormer of the most precious resormer to review and update our gour water sources.	urces on earth. We
Chairperson and Vice Cha	airperson will be elected a	Vater Conservation Comm Innually. Therefore, the Con 2020 will serve through De	mmissioners chosen
Commissioner for Chair. nomination. If there is n may make a substitute no	Once the nomination is o second to the nomination omination. Once a nominommission (3 of the 5 v	shall make a nomination made, another Commission ion, the nomination fails, a nation is made and seconderotes) in favor of the nomition.	ner shall second the nd a Commissioner ed, there must be at
	nselves, provide a brief b	Commissioner (starting alphoackground, and express an position.	
The duty of the Chairper Chairperson will run the i	·	g, and in the Chairperson's	s absence, the Vice
Environmental Review C	ompliance: None require	d.	
Financial Impact:	YesXNo	Funding Source/Recap:	None
Other Considerations: No	ne.		
Material Included for Info	ormation/Consideration:	None.	
Action Required:	Resolution X	Motion	Review

	Commission	Action	
Motion By	Seconded By		No Action Taken
Ayes		Abstaine	ed
Noes		Absent_	

Agenda Item: 7		Meeting Date: February 6, 2020
Prepared By: Paula	Riso	Approved By: Patrick Breen
Agenda Title: Conse	nt Calendar	
Staff Recommendation presented.	on: The Water Conservation	Commission approve the Consent Calendar as
quality water, waste	water collection and conser	tement — We provide our customers with high rvation services at a reasonable cost, through vater resources in an environmentally sensitive
Consent calendar con	sisting of:	
, ±	raft Minutes of January 9, 20 Proposed Regular Water Co	020 conservation Commission Meeting Schedule for
Discussion/Analysis:	See individual transmittals.	
Environmental Revie	w Compliance: None requir	red.
Other Considerations separately for discuss		rove these items together or they can pull then
Material Included for	Information/Consideration:	Draft minutes of January 9, 2020.
Action Required: (Roll call vote is requ		MotionReview
	Commissio	on Action
Motion By	Seconded By	No Action Taken
Ayes		Abstained
Noos		Abcont

Agenda Item: 7-A		Meeting Date: February 6, 2020	
Prepared By: Paula Riso		Approved By: Patrick Breen	
Agenda Title: Approve th	ne January 9, 2020 Meeting	g Minutes	
wastewater collection a	nd conservation services	ntement – We Provide high quality wat at a reasonable cost, through planning es in an environmentally sensitive manner.	
Discussion/Analysis: The Commission's review and		nuary 9, 2020 meeting are provided for t	he
Environmental Review C	ompliance: None required.		
Financial Impact:	YesXNo	Funding Source/Recap: None	
Other Considerations: The	e Commission can suggest	changes/corrections to the minutes.	
Material Included for Info	ormation/Consideration: Γ	Oraft minutes of the January 9, 2020 meeting	ıg.
Action Required:	ResolutionX	MotionReview	
	Commission A	Action	
Motion By	Seconded By	No Action Taken	
Ayes		Abstained	
Noes		Absent	

Agenda Item: 7-B Meeting Date: February 6, 2020 Prepared By: Paula Riso Approved By: Patrick Breen Agenda Title: Approve the Proposed 2020 Water Conservation Commission Meeting Schedule Staff Recommendation: The Commission is requested to approve the proposed regular Water Conservation Commission (WCC) meeting schedule for 2020. Background: 5-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: Commission meetings are held on the first Thursday of each month. Occasionally, a holiday may land on, or adjacent to that day, requiring a slight schedule change. In January, New Year's Day delayed the meeting by one week. The proposed meeting schedule for 2020 is as follows: 1st Thursday of Each Month – 5:30 p.m. January 9, 2020* July 2, 2020 February 6, 2020 August 6, 2020 March 5, 2020 September 3, 2020 April 2, 2020 October 1, 2020 May 7, 2020 November 5, 2020 June 4, 2020 December 3, 2020 * Delayed a week due to the New Year's Day Holiday. Environmental Review Compliance: None required. Financial Impact: Yes X No Funding Source/Recap: None Other Considerations: The Commission can suggest alternate meeting dates. Material Included for Information/Consideration: None. Action Required: _____Resolution ____X __Motion _____Review **Board Action** Motion By______ Seconded By______ No Action Taken Abstained Ayes

Absent_

Agenda Item: 8-A Meeting Date: February 6, 2020

Prepared By: Paul Lord Approved By: Patrick Breen

Subject: Receive an Update on the Length of New Commissioner Terms and Changes to the

Water Conservation Commission Membership Table

Summary: In August 2018, the Board approved the restructure of the Water Conservation Commission. As part of the restructure, the number of positions on the Commission was reduced from ten to five Commissioners.

Commissioners normally serve two-year terms. But, to have staggered appointments every two years, the Board of Directors chose two Commissioners, in Positions #4 and 5, to serve initial three-year terms ending in December of 2021. After those initial 3 terms end, those positions will revert to two-year terms.

The latest version of the Water Conservation Commission Membership Table has been updated to show the term ending dates for the five commission seats. As the Board of Directors fills vacant positions #1 and #4, the table will be updated and presented again to show the Commissioners names and their corresponding term ending dates.

Draft WCC Membership Table February 6, 2020							
	Water Conservation Commission Appointments						
Position	Term	Current Commissioner					
Position #1:	Remaining time of 2 year term	TBD					
P08111011 #1.	Serve until December 2020	160					
Position #2:	2 year term	Audra Walton					
P05111011 #2.	January 2019 - December 2020	Audia Wallon					
Position #3:	2 year term	Dill Huyah					
P08111011 #3.	January 2019 - December 2020	Bill Huynh					
Position #4:	Remaining time of 3 year term	TBD					
Position #4:	Serve Until December 2021	טפו					
Position #5:	3 year term	Phil Clark					
F051110H #5.	January 2019 - December 2021	Filli Clark					

Draft Minutes Water Conservation Commission January 9, 2020

cuii to oraci.	

The meeting was called to order at 5:33 p.m.

2. Roll Call:

1 Call to Order

Commission Members Present:

Phil Clark – Vice Chair Bill Huynh Audra Walton

Commission Members Absent:

Two vacant positions.

Staff Members Present:

Paul Lord, Water Conservation Specialist Paula Riso, Executive Assistant/Clerk to the Board

Audience Members:

Donna Dulo, Marina Resident, WCC Applicant

3. Pledge of Allegiance:

Vice Chair Clark led the Pledge of Allegiance.

4. Oral Communications:

None.

- 5. Consent Calendar:
 - A. Approve the December 5, 2019 Meeting Minutes:

Commissioner Huynh made a motion to approve the December 5, 2019 meeting minutes. Commissioner Walton seconded the motion. The motion was passed by the following vote:

Commissioner Walton - Yes Vice Chair Clark - Yes Commissioner Huynh - Yes Chair - Vacant

Commissioner - Vacant

6. Action Items:

A. Review of Submitted Applications for Available Seats on the Water Conservation Commission and Consider Making Recommendations for Appointments to the Board:

Mr. Lord introduced this item. Ms. Dulo introduced herself to the Commission and gave a brief background on her education, occupational and civic experiences.

Commissioner Walton stated that she was very impressed with Ms. Dulo's background. Commissioner Huynh commented that he believed Ms. Dulo would make a great addition to the Commission. Vice Chair Clark asked some clarifying questions and noted that the Conservation Commission met monthly and he encouraged Commissioners to attend Board meetings to become more aware of what was happening in the District. He also noted that there were several public events throughout the year in which the Commissioners were welcome to volunteer to help.

Ms. Dulo asked what other activities the Commission was involved it. Mr. Lord informed her that the Commission is involved in looking at conservation programs among other things at the monthly meetings. He added that the District also pays for a teacher to teach water education in the local elementary schools.

Vice Chair Clark made a motion to recommend forwarding Ms. Dulo's application to the Board of Directors for consideration. Commissioner Huynh seconded the motion. The motion was passed by the following vote:

Commissioner Walton - Yes Vice Chair Clark - Yes Commissioner Huynh - Yes Chair - Vacant

Commissioner - Vacant

7. Staff Reports:

A. Update on Staff Preparations to Notify Customers of New, HE Toilet Rebates:

Mr. Lord introduced this item and noted that staff has updated outreach materials, rebate forms, drafted a new billing message, and billing insert. He reviewed the changes made to the website to update conservation information including a link to WaterSense and MaP Premium Toilets.

Commissioner Huynh asked if the District had a rebate form in Spanish. Mr. Lord answered that the rebate forms were only in English. Discussion followed and it was suggested to add a message in Spanish on the billing inserts.

B. Update on HE Toilet Rebates Provided Year-to-Date:

Mr. Lord reviewed this item with the Commission and noted that there have been 555 toilet rebates provided year-to-date.

Water Conservation Commission January 9, 2020 Page 3 of 3

8. Commission Member Requests for Future Agenda Items:

Mr. Lord stated that he would be bringing the calendar of public events next month. Commissioner Huynh noted that he would be out of the country from January 31st through February 8th.

9. Commissioner's Comments:

Commissioner Huynh stated he was impressed with the webpage and thanked Ms. Dulo for attending the meeting.

10. Adjournment:

The meeting was adjourned at 6:21 p.m.

Agenda Item: 8-B Meeting Date: February 6, 2020

Prepared By: Paul Lord Approved By: Patrick Breen

Subject: Receive the Calendar of Public Events for 2020

Summary: Staff has created a Calendar of Public Events for 2020. Participation in, and scheduling of the events may change. Commissioners may suggest changes and/or the addition/removal of events to the calendar.

Several of the community events tentatively scheduled provide the Commissioners with an opportunity to work with staff to deliver water conservation education and materials to the public.

Calendar Of Public Events 2020							
* = Tentative Date							
Date	Event						
January							
Saturday, February 1, 2020	Fort Ord Clean-Up						
March							
Tuesday, April 7, 2020	Presidio Earth Day						
Saturday, April 18, 2020	Earth Day Marina						
Monday, April 20, 2020	CSUMB EarthFest Celebration						
Sunday, May 3, 2020	Marina Garden Tour						
Saturday, May 9, 2020	Marina Children's Birthday Celebration						
June							
Saturday, July 18, 2020	Fort Ord Clean-Up						
August							
Saturday, September 5, 2020	Monterey County Fair						
* Saturday, September 5, 2020	Marina Labor Day						
Saturday, October, 10th 2020	Marina Rotary "Cars in the Park"						
November							
December							

Agenda Item: 8-C Meeting Date: February 6, 2020

Prepared By: Paul Lord Approved By: Patrick Breen

Subject: Receive Updated Gallons Per Capita Day (GPCD), Water Production, and Water

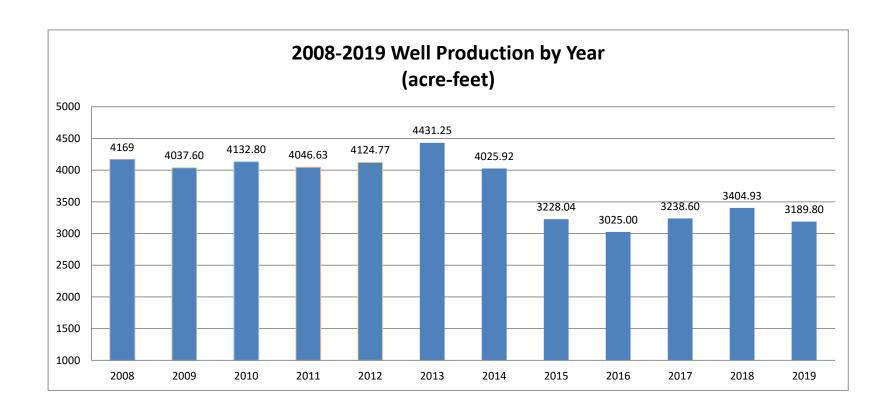
Consumption Data

Summary: In 2014, responding to the ongoing drought, the State Water Resources Control Board (SWRCB) approved a temporary emergency regulation that directed water purveyors to electronically report monthly water production and consumption figures. Also requested by the SWRCB, at that time, was 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, accurately represents water use by individuals and allows communities to compare their water use reduction efforts accurately with others around the state.

Although this reporting is only voluntary at this time, Marina Coast Water District staff continues to support the SWRCB efforts to compile and submit water production, R-GPDC data, and other required monitoring reports each month.

Included in this report are tables and charts that show water production figures through December 2019. Also included are tables and charts showing the gallons-per-capita-day (GPCD) and R-GPCD data that has been compiled. The documents are entitled:

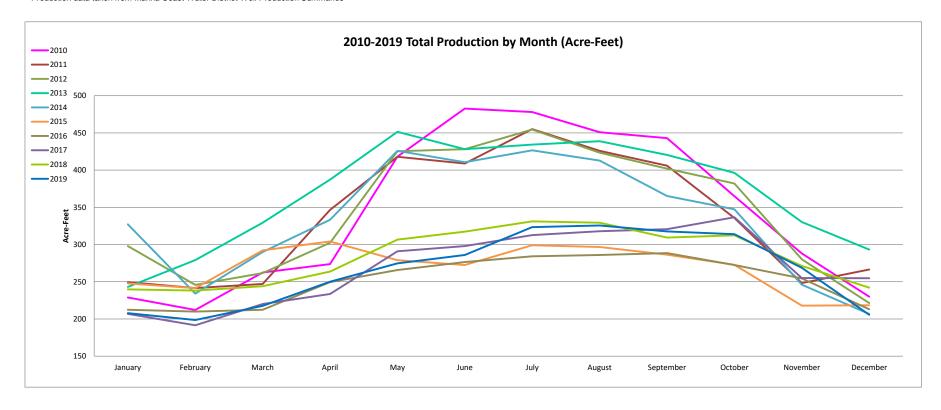
- 2010 2019 Total Production by Month
- Monthly Production Savings and Cumulative Savings, January 2017 Current Month
- 2019 Production vs. Water Production Reduction Goals
- 2014 2019 Monthly GPCD (Gross Production)
- 2008 2019 Total Billed Consumption (Line Graph)
- 2019 YTD Total Billed Consumption (Pie Chart)
- 2013 2019 Residential Gallons-per-Capita Day (Line Graph)
- 2013 2019 Total Consumption by Month (Bar Graph)
- 2013 2019 Single-Family Consumption by Month
- 2013 2019 Multi-Family Consumption by Month
- 2013 2019 Residential Consumption by Month
- 2013 2019 Commercial/Institutional Consumption by Month
- 2013 2019 Landscape Irrigation Consumption by Month
- 2016 2019 Temporary Hydrant Meter Water Use and Number of Meters
- 2016-2019 Active Meter Count vs Metered Consumption
- Active Meter Count December 2018 vs. December 2019



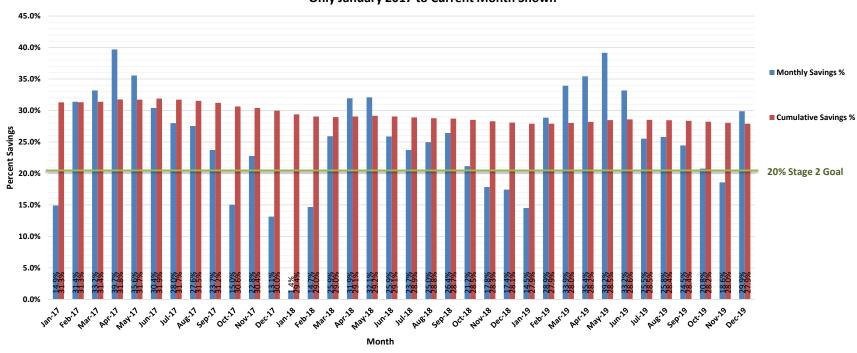
Production by Month (acre-feet)

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	250.00	339.10	228.90	249.50	297.99	243.06	327.14	247.66	212.37	206.84	239.68	207.76
February	234.00	218.80	212.10	241.52	245.82	279.08	234.16	241.34	209.91	191.50	238.15	198.56
March	295.00	277.40	262.40	247.05	261.68	329.29	290.01	292.16	212.37	220.04	243.98	217.58
April	355.00	349.20	273.70	346.48	302.29	387.29	333.28	304.13	249.50	233.54	263.62	250.11
May	461.00	379.30	418.00	417.98	425.35	451.43	425.96	278.96	265.77	290.93	306.58	274.67
June	415.00	385.50	482.70	408.78	428.11	428.11	410.62	272.52	276.51	297.99	317.32	286.02
July	415.00	415.80	478.00	455.12	454.50	434.25	426.58	299.06	284.18	312.72	331.13	323.46
August	410.00	395.30	451.00	425.96	423.48	438.85	412.77	296.76	286.02	317.94	329.29	325.61
September	395.00	371.00	443.00	406.01	402.02	420.44	365.20	286.33	288.48	320.70	309.34	317.63
October	369.00	326.80	365.00	335.59	382.08	396.27	347.40	272.82	272.52	336.66	312.41	313.95
November	303.00	308.70	288.00	248.27	280.19	330.21	246.12	217.89	254.41	255.02	271.29	268.83
December	267.00	270.70	230.00	266.38	221.32	293.26	206.69	218.41	212.98	254.72	242.14	205.62
TOTAL	4169.00	4037.60	4132.80	4048.64	4124.83	4431.54	4025.93	3228.04	3025.02	3238.60	3404.93	3189.80

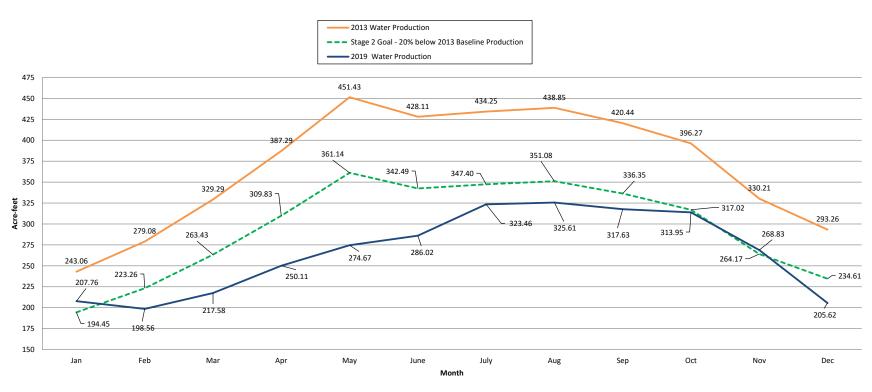
^{*} Production data taken from Marina Coast Water District Well Production Summaries



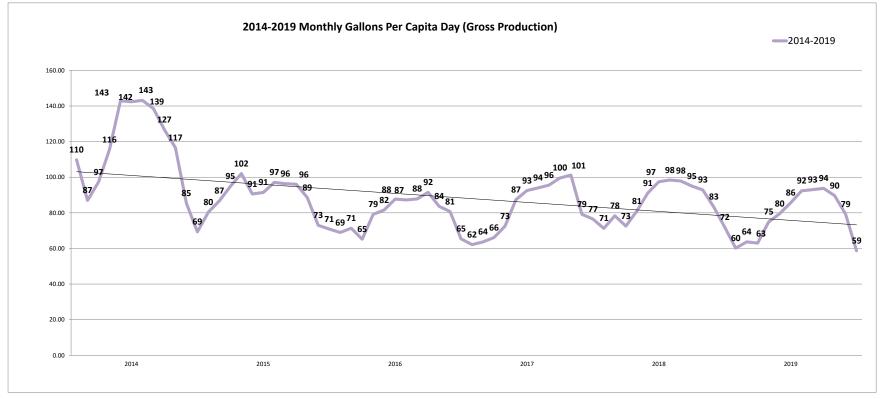
Monthly Production Savings and Cumulative Savings Compared to 2013 Only January 2017 to Current Month Shown

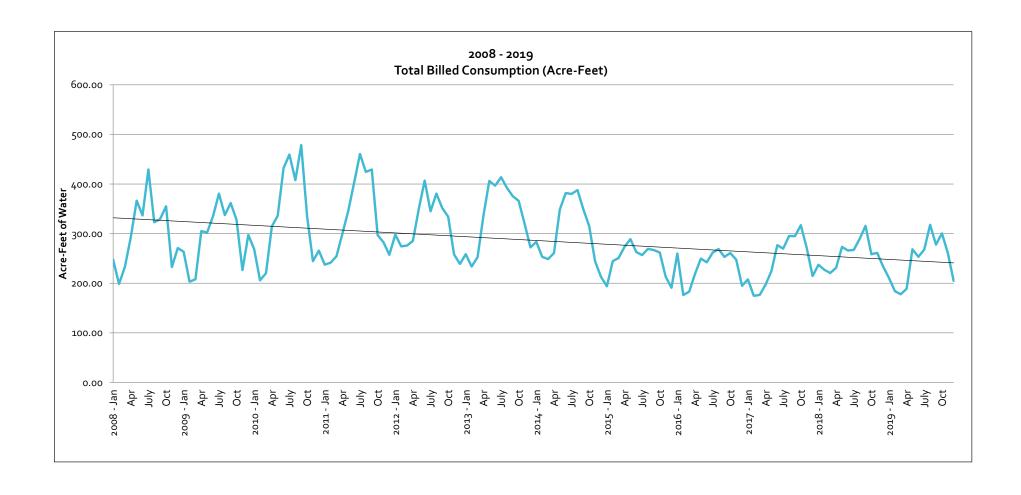


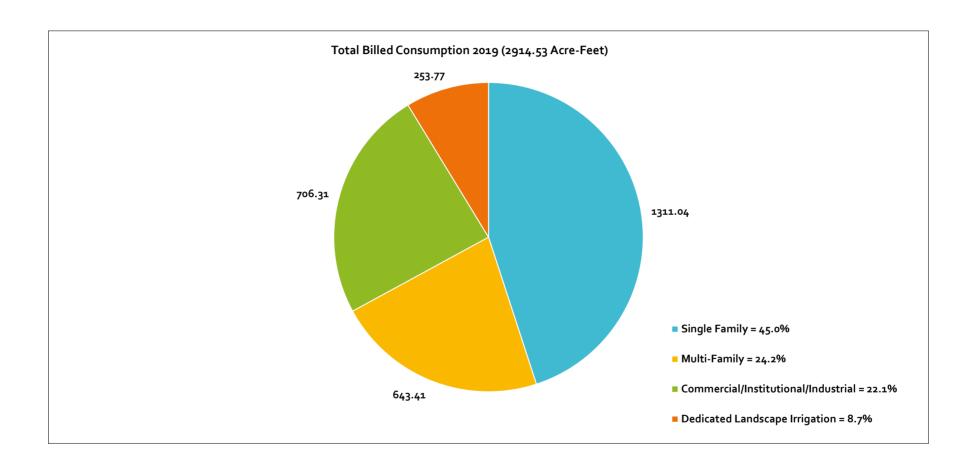
2019 Production VS. Water Production Reduction Goals

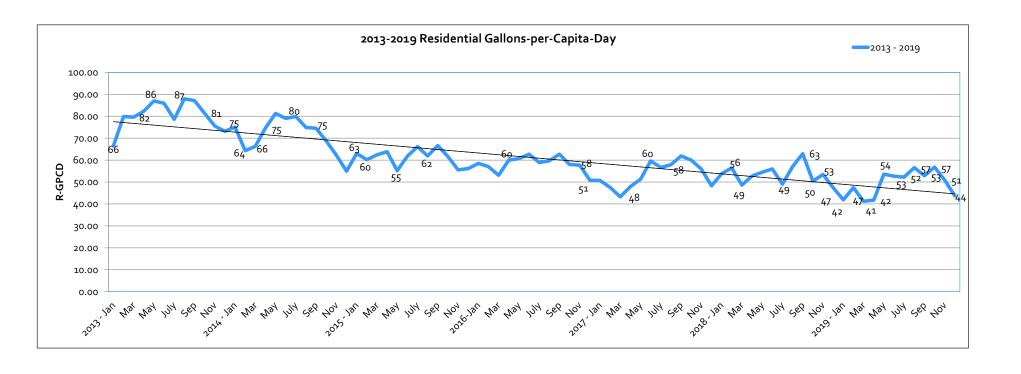


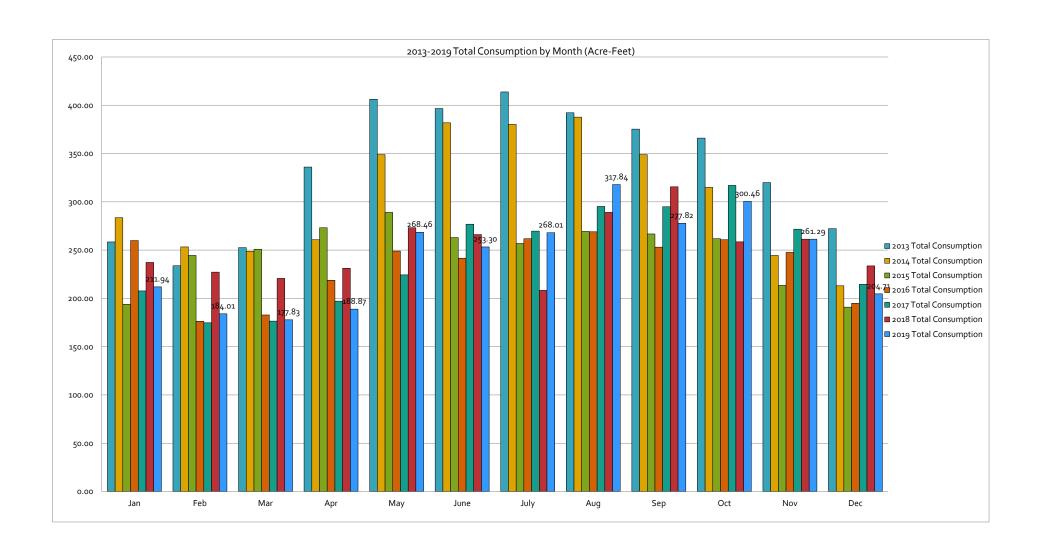
Description	Year	Amount (gpcd)
Baseline GPCD	2008	133
Maximum Allowable Target	2020	126
Interim GPCD Target	2015	125
2020 GPCD Target	2020	117
2014 GPCD	2014	115
2015 GPCD	2015	89
2016 GPCD	2016	79
2017 GPCD	2017	83
2018 GPCD	2018	86
2019 GPCD	2019	77

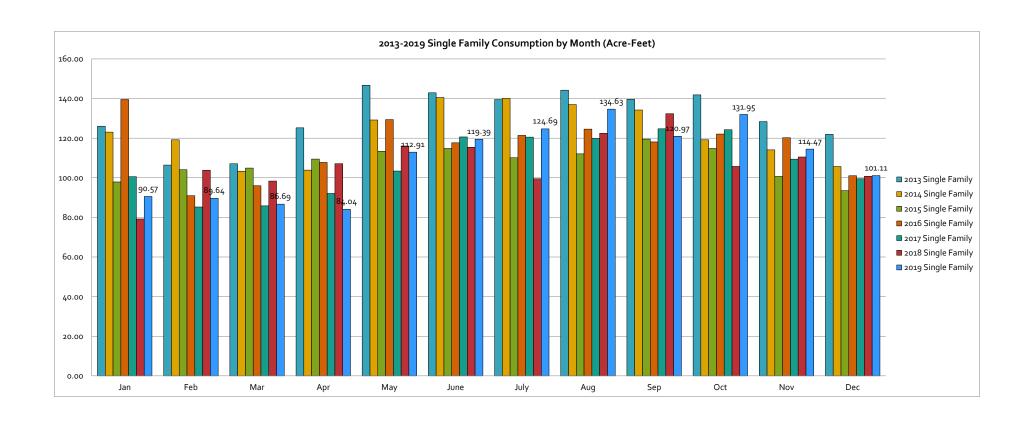


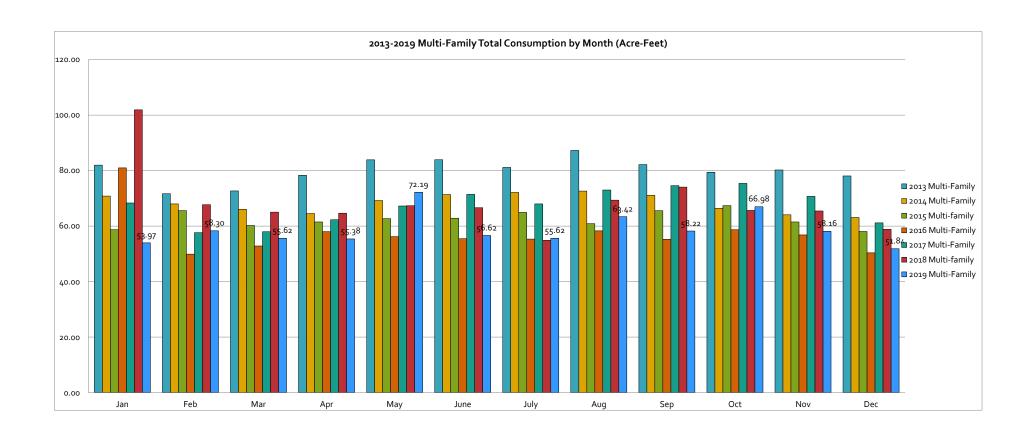


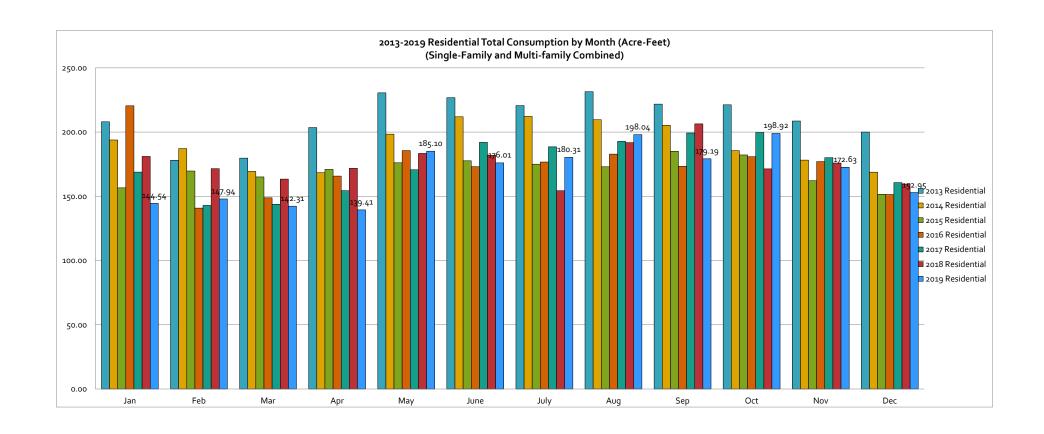


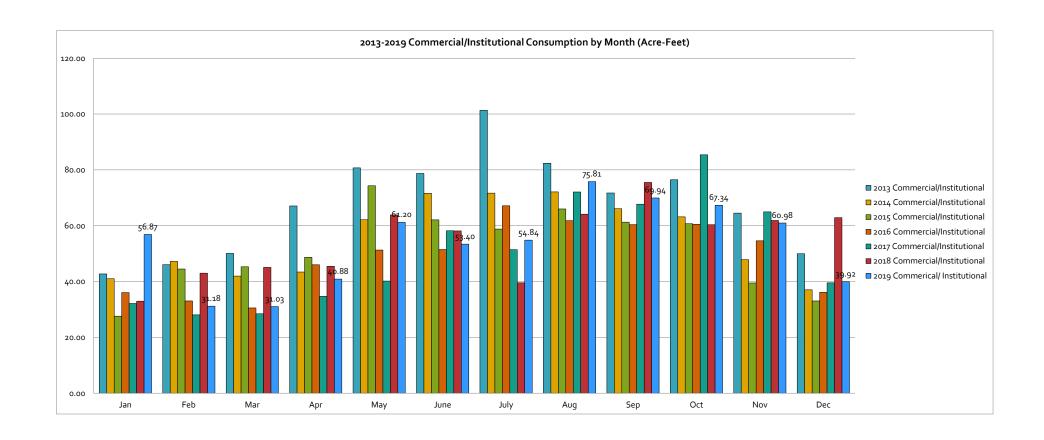


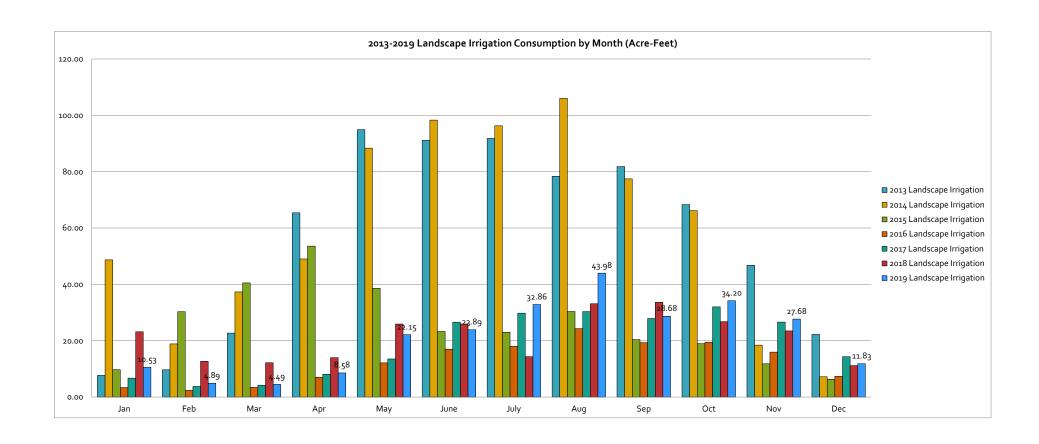


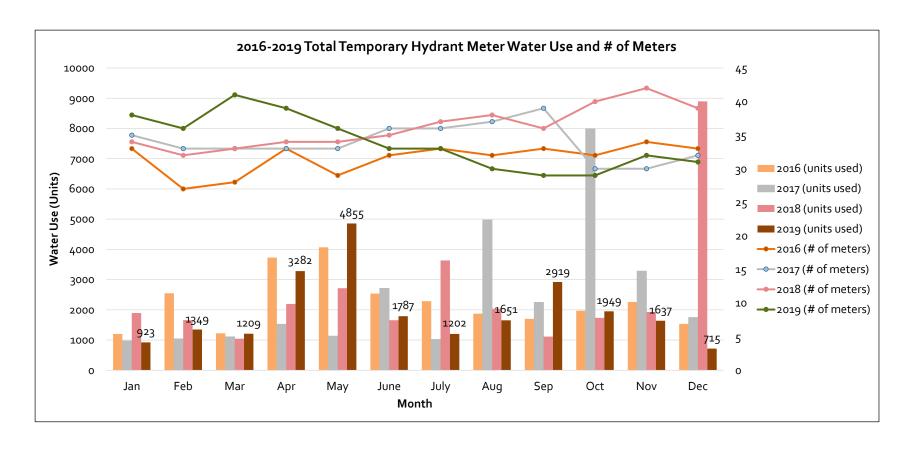


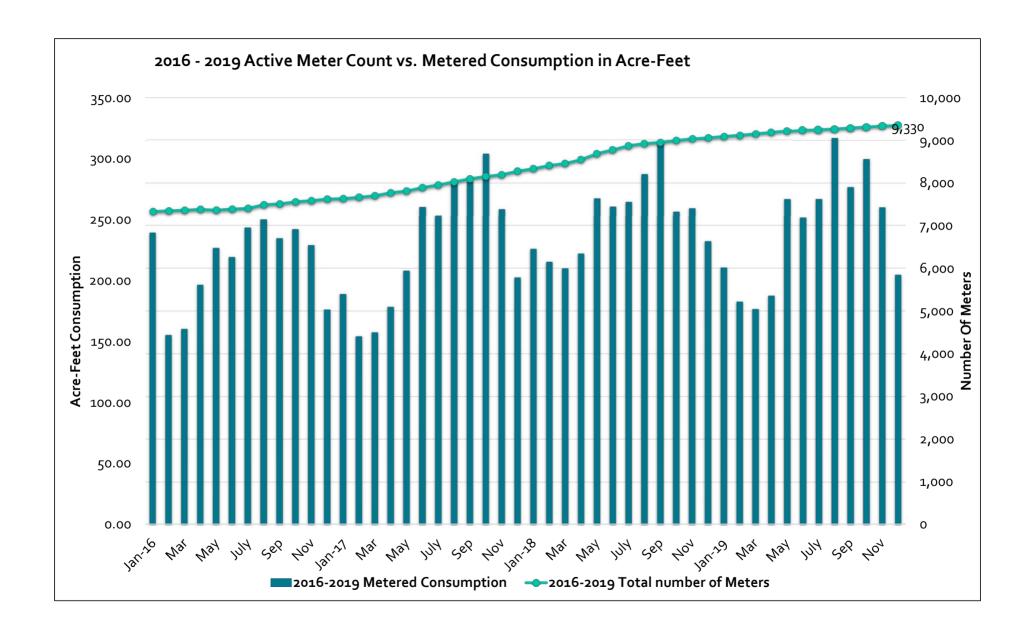


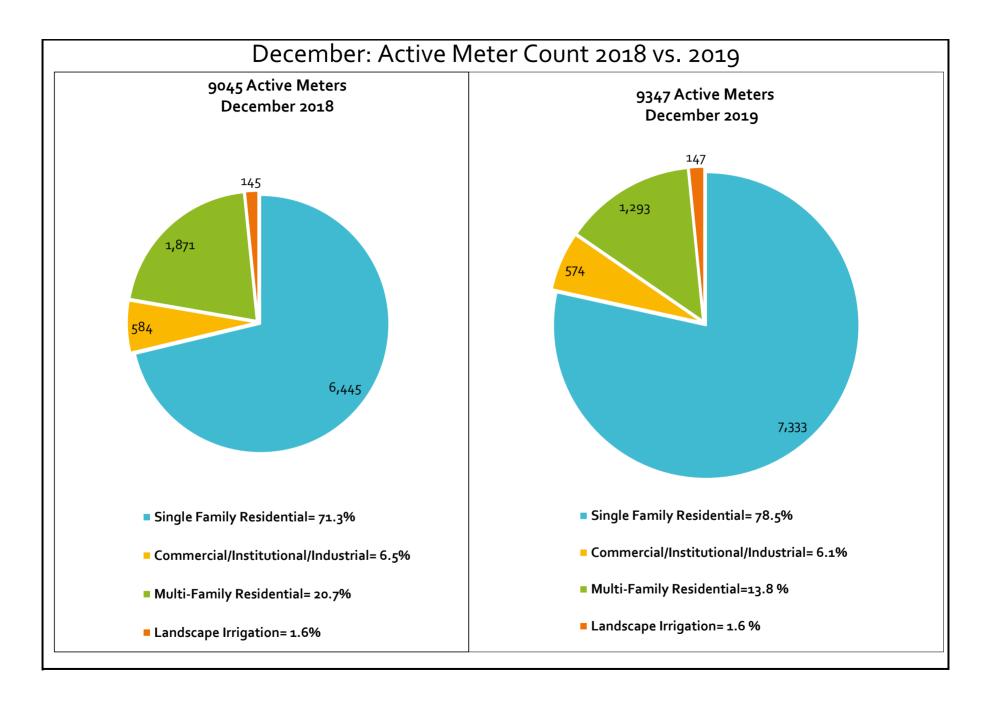












Agenda Item: 8-D Meeting Date: February 6, 2020

Prepared By: Paul Lord Approved By: Patrick Breen

Subject: Review and Propose WCC Agenda Items for Next Six Months

Summary: Commissioners will review and help develop a list of proposed WCC agenda items

for the next six months.

Summary: Past commissions have found that developing a list of proposed WCC agenda items helps both the Commissioners and staff accomplish Board Directives and schedule appropriate topics for discussion at future commission meetings.

- Quarterly Water Production and Consumption
- Review 2020-2021 Fiscal Year Water Resources Department Budget
- Update and/or Propose New Incentive Programs
- Review Targeted Public Outreach Topics, Methods, and Materials
 - o Promote low water use plants
 - o Promote lawn replacement
 - o Promote rainwater catchment
 - Promote Water Quality
- Receive Update on the State Water Use Reporting Requirements (TBD)
- Review the District's Water Shortage Contingency Plan
- Review District Ordinances/Policies related to Water Conservation
- Review New Equipment and Technologies that Promote Water Conservation
- Review Local Landscape and New Development Standards
- Examine Incentive Expenditures Vs Water Savings
- Examine Greywater Reuse and Laundry-to-Landscape Systems
- Study Turf Water Use and Savings
- Seek Commercial/Landscape Water Use Reductions