

**Committee
and
Board Liaison
Reports**

Draft Minutes
Water Conservation Commission
February 3, 2011

1. Call to Order:

The meeting was called to order at 5:30 p.m. Commission members Bob Brown, Bill Lee, Dan Amadeo, Jim Ford, Richard Newhouse, Steven Reeves, Ruth Krotzer, and Nathan Chaney were present. Rich Youngblood, Paul Lord, and Paula Riso were present from staff. Andy Sterbenz, Schaaf & Wheeler, was present. Jay Tulley was absent.

2. Public Comments on Any Item Not on the Agenda:

There were no comments.

3. Approve the Draft January 6, 2011 Minutes:

On motion by Commissioner Amadeo, seconded by Commissioner Newhouse, the draft January 6, 2011 minutes were approved unanimously.

4. Water Conservation Commission Membership:

Mr. Youngblood commented that Commissioner Chaney is resigning at the end of the meeting and the vacancy will be advertised. Any applications will be reviewed at the April meeting and forwarded to the Board of Directors for their consideration.

5. Receive a Report on the High Water Use/Leak Program:

Mr. Lord gave an update on the Customer Leaks and High Water Use Detection and Response Program. He explained that over the first six months of this program, customer service staff generated 254 service orders on accounts with high water use. Of those service orders, fifty-two percent were identified as leaks. Of the service orders that required staff action, a site visit, identification of a leak, discussion of conservation measures, and distribution of conservation information were included. This Program has a potential water savings of 20,500 gallons annually per household. Mr. Lord stated that customer response with this Program has been very positive.

6. Review the Marina Coast Water District Water Shortage Contingency Plan:

Mr. Youngblood introduced Mr. Andy Sterbenz, Schaaf & Wheeler. Mr. Sterbenz is working on updating the District's 2011 Urban Water Management Plan (UWMP). A component of the UWMP is a Water Shortage Contingency Plan. The Water Shortage Contingency Plan addresses responses that may be taken in the event of a water shortage. Mr. Sterbenz went over the proposed changes and asked for feedback from Commissioners. Commissioner Amadeo suggested adding laundromats in the Water Shortage Contingency Plan and moving the Stages of Action up one stage.

7. Receive Update on Board/District Activities:

Commissioner Lee commented that there is a vacancy on the Board of Directors and applications are being received for consideration. He added that the District and City of Marina finally came to an agreement on the RUWAP at their meeting the night before.

8. Receive Comments from Commission Members:

Commissioner Krotzer commented that she had stopped by the San Luis Reservoir and talked to their conservationist and received handouts for all the Commission members along with interesting fact sheets.

9. Adjournment:

The meeting was adjourned at 6:38 pm.

Draft Minutes
Budget and Personnel Committee Meeting
January 21, 2011

1. Call to Order:

The Budget and Personnel Committee was called to order 9:00 a.m. by Chair Gustafson. In attendance were:

- Committee members: Chair Howard Gustafson and Vice President Dan Burns.
- Staff: Carl Niizawa, Kelly Cadiente, Jean Premutati, Rich Youngblood, and Paula Riso.

2. Public Comments on Any Item Not on the Agenda:

No comments.

3. Approve the Draft Minutes of December 21, 2010:

Chair Gustafson made a motion to approve the draft minutes of December 21, 2010. Vice President Burns seconded the motion. The motion was passed unanimously.

4. Receive a Staff Report on Video System Installation and Recording/Broadcasting of District Board Meetings:

Ms. Cadiente introduced this item. Chair Gustafson commented that he was not in favor of installing a video system to record the District's Board meetings. Vice President Burns commented that presently the District was getting the meetings filmed with one camera and shown on the AMP channel at no cost. He said that he had asked several members of the public and only about 1 in 20 have ever watched a City Council meeting. Vice President Burns questioned the set up costs and the necessity of five cameras.

Vice President Burns suggested placing this item on the Board agenda for consideration. Staff will meet with the Board President and discuss placing this item on the February agenda.

5. Receive a Staff Report on the 2010 Approved Resolutions with Funding Sources:

Ms. Cadiente introduced this item stating that this is a list detailing items/projects the Board has approved in 2010 and the funding sources for those items.

6. Identify Agenda Items for the Next Committee Meeting:

Vice President Burns suggested placing this Committee on hold.

Staff will meet with the Board President and discuss placing on the February agenda an item to consider postponing this Committee until further notice.

7. Committee Member Comments:

There were no comments.

8. Adjournment:

The meeting was adjourned at 9:20 am.