



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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Water Conservation Commission Marina Coast Water District 11 Reservation Road, Marina, California

Date: April 5, 2012
Time: 5:30 p.m.
Location: 11 Reservation Road, Marina

Commission Members

Jim Ford (Marina City Council) – Chair	Dan Amadeo (Public Member) – Vice Chair
Jan Shriner (MCWD Board Representative)	Ruth Krotzer (Public Member)
Vacant (CSUMB)	Harold Krotzer (Public Member)
Vacant (US Army)	Vacant (Public Member)
	Vacant (Public Member)

Agenda

This meeting has been noticed according to the Brown Act rules. The Committee will receive information on, discuss and consider making recommendations to the MCWD Board on the items contained in this agenda.

1. Call to Order/Introduction
2. Public Comments on any item Not on the Agenda *Anyone wishing to address the Committee 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 Committee.*
3. Approve the Draft March 1, 2012 Minutes
4. Consider Appointment to the Water Conservation Commission
5. Consider Recommending Approval by the Board of Directors of the MCWD 2011 Consumer Confidence Report for the Marina Coast Water District Water System
6. Consider the Water Conservation Commission Scope of Duties and Responsibilities
7. Review, Consider, and Discuss Revisions to the Procedures of the Water Conservation Commission

8. Discuss the MCWD Reorganization and Resulting Impacts on the Conservation Program, the WCC, and BMP Implementation
9. Review Proposed and Suggested Agenda Items for May 3, 2012 and Future Dates
10. Receive Update on Board/District Activities
11. Receive Comments from Commission Members
12. Adjournment - *Set or Announce Next Meeting(s), date(s), time(s), and location(s):*

Next Meeting: Thursday, May 3, 2012, 5:30 p.m., 11 Reservation Road, Marina

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 4

Meeting Date: April 5, 2012

Presented By: Brian True

Prepared By: Brian True

Reviewed By: Carl Niizawa

Agenda Title: Consider Appointment to the Water Conservation Commission

Detailed Description: The Water Conservation Commission is authorized nine positions. Five positions are presently filled. The vacant positions are two public member positions, the Army position, and the CSUMB position. The public positions are appointed for a term of two years.

Mr. Tom Jennings, resident of Marina, has submitted an application to be appointed as a public member.

Mr. Carroll Meuse, having received the WCCs' recommendation to the Board for appointment during the February meeting, has a pending action (for appointment) before MCWDs' Board of Directors.

Board of Directors Member (1):	Jan Shriner, Dan Burns (alternate)
City of Marina Council Member (1):	Jim Ford
Public Members (5):	Dan Amedeo Ruth Krotzer Harold Krotzer Vacant Vacant
Army Member (1):	Vacant
CSUMB Member (1)	Vacant

Prior Committee or Board Action: None.

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact: _____Yes X No

Funding Source/Recap: None.

Material Included for Information/Consideration: Application for appointment to the Water Conservation Commission by Mr. Tom Jennings.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 5

Meeting Date: April 5, 2012

Presented By: Brian True

Prepared By: Thomas Barkhurst,
Brian True

Reviewed By: Carl Niizawa

Agenda Title: Consider Recommending Approval by the MCWD Board of Directors of the 2011 Consumer Confidence Report for the Marina Coast Water District Water System

Detailed Description: The Safe Drinking Water Act requires water utilities to provide accurate and timely information to consumers about the quality of their drinking water. The US Environmental Protection Agency and the California Department of Public Health (CDPH) adopted regulations known as a Consumer Confidence Report (CCR), to be distributed to water utility customers by July 1st each year. Since 1989, the District has provided CCR's (formerly called Annual Water Quality Report) to District customers.

The 2011 CCR summarizes the results of detected contaminants in District's supply wells and distribution systems conducted in calendar year 2011. Please note that the results for some constituents are reported from the most recent sampling year. The District's water system did not have a violation in 2011 and is in compliance with State and Federal drinking water regulations.

A list of contaminants tested for but not detected will be posted on the District's website at www.mcwd.org/2011ccr-ND.html.

The 2011 CCR will be mailed together with each customer's water bill starting in May 2012. A separate mailing will be conducted for residents in the Ord military housing. Copies will be distributed to Alliance Residential, businesses, apartment managers, and school administrators for further distribution to customers who do not receive a water bill directly from the District. Staff will coordinate with the US Army-BRAC and CSUMB's News and Public Information Officer to establish the website links for access by the military and university communities. The CCR will be available on the District's website at www.mcwd.org.

Environmental Review Compliance: None required.

Prior Committee or Board Action: None

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact: Yes No

Funding Source Recap: Printing Expense, Laboratory Budget, Marina Water Fund and Ord Water Fund.

Material Included for Information/Consideration: Draft 2011 Consumer Confidence Report for the Marina Coast Water District Water System.

Staff Recommendation: The WCC recommend to the Board of Directors the approval of the 2011 Consumer Confidence Report for the Marina Coast Water District Water System.

Action Requested: _____ Resolution X Motion _____ Review

Board Action

_____ Resolution No. _____ Motion By _____ Seconded By _____

Ayes: _____ Abstained: _____

Noes: _____ Absent: _____

Reagendized: _____ Date: _____ No Action Taken: _____

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 6

Meeting Date: April 5, 2012

Prepared By: Brian True
Reviewed By: Carl Niizawa

Agenda Title: Consider the Water Conservation Commission Scope of Duties and Responsibilities

Detailed Description: During the Fall of 2011, the MCWD Board of Directors requested that the WCC consider the Commissions' scope of duties and responsibilities. A specific question associated with the request was whether the WCC scope should increase, remain the same, or decrease. The duty of the WCC is to provide a set of recommendations to the MCWD Board that addresses their request.

In response to the Boards' request, beginning in November, 2011, the WCC undertook a process to fully explore MCWDs' Conservation Program beginning with the fundamental drivers and documents of the Program (e.g. the Urban Water Management Plan) and moving through an examination of MCWDs' implementation of the water conservation Best Management Practices (BMPs). The thrust of the exploration was to use the reviews as the foundation and background to understand the water conservation needs of MCWD in order to provide a response to the Boards' request.

At this time, MCWD staff is recommending a cessation of the exploratory, foundational activity and an increase in focus on the question. The basis of this recommendation is that staff has limited resources available to achieve all District objectives and the need to resolve the question and move forward in the upcoming fiscal year beginning July 1, 2012.

The discussion on this item at this April WCC meeting will be focused on alternatives to the current scope of the WCC with the groups' consensus framed as specific recommendations to the Board.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 7

Meeting Date: April 5, 2012

Prepared By: Brian True
Reviewed By: Carl Niizawa

Agenda Title: Review, Consider, and Discuss Revisions to the Procedures for the Water Conservation Commission

Detailed Description: Modifications to the Procedures were considered by the Commission on February 2 and March 1, 2012.

A recommendation was advanced to the MCWD Board after the February WCC meeting to modify the Procedures. The modifications proposed at that time are within the attached marked-up Procedures document. At the February 14, 2012 MCWD Board Meeting, the Board elected to not approve the WCC-recommended changes; rather, they provided comments and suggestions for additional revision and asked the WCC to consider the modifications further. At the March WCC meeting, those comments and others were considered and the results of the achieved consensus are reported within the attached marked-up Procedures document.

There are three topics that were discussed and might yield future Procedures modifications but are not included in this proposed version of the Procedures. They are not included at this time because of the overriding consideration of the WCCs' scope of duties and responsibilities that needs to occur. The three topics are: CSUMB and Army representation; interview process for Commissioner vacancies; and maintaining the monthly meeting schedule.

Regarding the CSUMB and US Army representation on the WCC, the MCWD Board directed staff at the March 13, 2012 Board Meeting to generate an item for Board action eliminating the Army and CSUMB positions on the Commission. The item has been tentatively placed on the Board agenda for the April 10, 2012 meeting.

Prior Committee or Board Action: On November 3, 2005 the Water Conservation Commission approved the Procedures for the Water Conservation Commission which were accepted by the Board on January 28, 2006. The Water Conservation Commission has been discussing modifications at the last several meetings.

Financial Impact: ___ Yes ___ X No

Funding Source/Recap: None

Material Included for Information/Consideration: Excerpt from the MCWD Board Procedures Manual and the Water Conservation Commission Procedures with modifications.

Staff Recommendation: The Water Conservation Commission recommend to the Board of Directors the approval of the Commissions' modification to their Procedures.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 8

Meeting Date: April 5, 2012

Prepared By: Brian True

Reviewed By: Carl Niizawa

Subject: Discuss the MCWD Reorganization and Resulting Impacts on the Conservation Program, the WCC, and BMP Implementation

Summary: The staffing organization for Marina Coast Water District was modified recently by action taken by the MCWD Board of Directors. At the March WCC meeting, the Commissioners requested that a discussion be held during this meeting to examine the reorganization and resulting impacts on the Conservation Program, the WCC itself, and on implementing the Water Conservation Best Management Practices (BMPS).

Attached to this Agenda Transmittal are the following documents that may inform the discussion:

- The old MCWD staff organization chart;
- The new MCWD staff organization chart; and,
- The current draft of the Conservation budget for the 2012-2013 Fiscal Year beginning on July 1, 2012.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 9

Meeting Date: April 5, 2012

Prepared By: Brian True

Reviewed By: Carl Niizawa

Subject: Agenda Items for May 3, 2012 and Future Dates

Summary: The Commission is to review proposed agenda items for the April 5, 2012 meeting and may suggest new agenda items for future Water Conservation Commission meetings.

Staff-planned agenda items for the May 3, 2012 Water Conservation Commission Meeting include the following:

- Consider the Water Conservation Commission scope of duties and responsibilities
- Consider recommending to the MCWD Board an allocation of additional funds to support the Landscape Incentive Program
- Review the Conservation Department budget for FY 2012-2013
- Consider and develop a Sticker design and text for posting in public and private restroom facilities

Potential agenda items for the May 3, 2012, 2012 Commission meeting or future meetings include the following:

- Water Supply Augmentation Projects – MCWD desal plant tour; Sand City desal plant tour; recycled water use, grey water use
- New Water Saving Devices and Technologies – Consider rebates for rainwater catchment and use
- Conservation Coordinator Position - Review duties of the Water Conservation Coordinator; filling the position
- Developing Improved Commodity Rates for Water Connections
- Developing Water-budgets for Large Landscapes
- Address Temporary Landscapes and their source of water (hydrant metering, temp connections)
- Improve/expand Landscape Incentive Program
- Compliance Inspections of New Developments
- Review State programs/mandates with which MCWD maintains compliance
- Review State mandated science curriculum for elementary school levels K – 3rd grade
- Review Commission member proposal to change the contracting procedures followed to initiate an annual MOU with the Monterey Peninsula Unified School District for Water Science Instruction
- Update Landscape Standards and Forms
- Our Water – Sources; Conveyance and distribution; Storage
- Consider WCC involvement in the United Nations World Water Day