



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: February 7, 2013
Time: 5:30 PM
Location: 11 Reservation Road, Marina

Commission Members

<Chair is un-occupied – election in March, 2013>

Dan Amadeo (Public Member) – Vice Chair	Harold Krotzer (Public Member)
Jan Shriner (MCWD Board Representative)	Carroll Meuse (Public Member)
Dave Brown (Marina City Council)	Tom Jennings (Public Member)
Ruth Krotzer (Public Member – pending Board action)	

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 Minutes for January 3, 2013
4. Receive Information on Available Online Professional Development Coursework
5. Overview of Budgets Versus Expenditures for Water Conservation Rebates and Incentives, Fiscal Years 2007/2008 Through 2011/2012
6. Review First Draft of the FY 2013-2014 Water Conservation Department Budget
7. Consider Participation in World Water Day 2013 and Recommending to the MCWD Board the Transmittal of a Guest Editorial/Article and a Bill Message Regarding the Topic
8. Review Proposed and Suggested Agenda Items for the March 7, 2013 WCC Meeting

9. Receive Update on Board/District Activities

10. Receive Comments from Commission Members

11. Adjournment - *Set or Announce Next Meeting(s), date(s), time(s), and location(s):*

Next Meeting: Thursday, March 7, 2013, 5:30 p.m., 11 Reservation Road, Marina

Marina Coast Water District
Staff Report

Agenda Item: 4

Meeting Date: February 7, 2013

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: James Derbin

Subject: Receive Information on Available Online Professional Development Coursework

Summary: The WCC is requested to receive information on the available professional development training provided by the District's insurance provider, the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA).

The ACWA/JPIA website is an excellent source of information and training for professional development. Online seminars, or Webinars On-Demand, also are available for viewing 24 hours a day, seven days a week.

Water Conservation Commission members are encouraged to visit the JPIA website at <http://www.acwajpia.com/Training.aspx> for more information. If you would like to view a webinar or online seminar please contact Jean Premutati, MCWD's Management Services Administrator.

Marina Coast Water District
Staff Report

Agenda Item: 5

Meeting Date: February 7, 2013

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: James Derbin

Subject: Overview of Budgets Versus Expenditures for Water Conservation Rebates and Incentives, Fiscal Years 2007/2008 Through 2011/2012

Summary: The WCC is requested to review the attached charts summarizing the budgets and expenditures for water conservation rebates and incentives for fiscal years 2007/2008 through 2011/2012.

Marina Coast Water District
Staff Report

Agenda Item: 6

Meeting Date: February 7, 2013

Prepared By: Paul Lord

Presented By: Paul Lord

Reviewed By: James Derbin

Subject: Review the First Draft of the FY 2013-14 Water Conservation Department Budget

Summary: The WCC is requested to review the proposed, draft FY 2013-14 budget for MCWD's water conservation department (see the attached tables and charts).

Reviews of this proposed budget are on-going over the next few months as part of MCWD's overall budget review process. Adjustments to this budget will be made as directed by MCWD management and the Board; the WCC's role is to suggest adjustments and modifications to staff for potential inclusion in future drafts of the budget.

The MCWD Board of Directors often holds a budget workshop to review and provide comments on the District's draft budget. In addition, the draft budget will be presented to both the FORA Water/Wastewater Oversight Committee and to the MCWD District Board for review through the April and May timeframe at their regularly scheduled meetings. Final approval of the 2013-14 District budget will be considered at the subsequent FORA and MCWD Board meetings, most probably within the June timeframe.

Draft Conservation Budget, FY 2012-13

DRAFT

MARINA COAST WATER DISTRICT
CON BUDGET FOR FY 2012-2013

ACCOUNT NAME	TOTAL						
	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ADOPTED	2011-2012 ESTIMATED	2012-2013 PROPOSED	BUD vs BUD % CHANGE	BUD vs EST % CHANGE
WAGES - CON	145,930	154,651	162,480	122,214	102,239	-37.1%	-16.3%
OVERTIME	2,729	3,364	4,010	2,946	3,895	-2.9%	32.2%
FICA - SS EXPENSE	9,007	9,524	10,320	6,306	6,581	-36.2%	4.4%
FICA - MEDI EXPENSE	2,106	2,227	2,420	1,973	1,539	-36.4%	-22.0%
MEDICAL INSURANCE	21,220	22,949	26,050	17,034	12,005	-53.9%	-29.5%
DENTAL INS. EXPENSE	1,115	1,175	1,200	881	707	-41.1%	-19.8%
VISION INS. EXPENSE	381	384	380	274	216	-43.2%	-21.2%
WORKERS COMP. EXPENSE	1,246	1,512	1,580	1,146	1,065	-32.6%	-7.1%
LIFE INSURANCE EXPENSE	906	904	1,090	779	622	-42.9%	-20.1%
SUI EXPENSE	406	701	700	315	693	-1.0%	120.0%
ETT EXPENSE	14	18	20	7	16	-20.0%	128.9%
DISABILITY PLAN	452	370	550	408	314	-42.9%	-23.0%
CALPERS RETIREMENT	10,493	10,302	12,620	7,186	7,564	-40.1%	5.3%
CALPERS RETIREMENT (EE)	10,223	10,777	11,500	6,632	6,723	-41.5%	1.4%
OPEB EXPENSE	5,650	6,103	6,000	3,000	3,000	-50.0%	0.0%
TOTAL SALARY & BENEFIT	211,878	224,960	240,920	171,102	147,179	-38.9%	-14.0%
BOOKS & REF. MATERIAL	1,080	174	800	-	200	-75.0%	-
PRINTING	6,226	8,385	11,000	10,445	10,000	-9.1%	-4.3%
OFFICE SUPPLY	31	135	275	280	200	-27.3%	-28.6%
GENERAL SUPPLY	875	213	800	200	200	-75.0%	0.0%
COMPUTERS/DATA PROCESSING	711	705	1,000	330	-	-	-
ADVERTISEMENT	2,800	5,546	7,000	6,075	6,500	-7.1%	7.0%
CONSULTING SERVICES	11,005	2,181	13,000	12,825	5,000	-61.5%	-61.0%
MEMBERSHIPS & DUES	5,305	5,272	5,500	5,030	5,200	-5.5%	3.4%
FLEET MAINTENANCE (FUEL)	507	500	550	321	-	-	-
TOILET & SHOWER HEAD	10,070	21,423	18,500	18,568	18,500	0.0%	-0.4%
WASHING MACHINE REBATE	19,472	20,200	19,380	16,450	19,350	-0.2%	17.6%
CONSERVATION EDUCATION	11,778	24,957	28,000	27,594	29,000	3.6%	5.1%
LANDSCAPE REBATE	10,405	2,547	12,380	13,277	14,500	17.1%	9.2%
HOT WATER RECIR REBATE	-	203	10,000	983	2,000	-80.0%	103.5%
LANDSCAPE DEMONSTRATION	5,141	1,187	20,000	19,739	20,000	0.0%	1.3%
TOTAL DEPARTMENT EXPENSE	85,406	93,629	148,185	132,118	130,650	-11.8%	-1.1%
TOTAL EXPENSE	297,284	318,588	389,105	303,219	277,829	-28.6%	-8.4%

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 7

Meeting Date: February 7, 2013

Submitted By: Paul Lord / Brian True
Reviewed By: James Derbin

Presented By: Brian True

Agenda Title: Consider Participation in World Water Day 2013 and Recommending to the MCWD Board the Transmittal of a Guest Editorial/Article and Bill Message Regarding the Topic

Detailed Description: The WCC is requested to review and provide suggested edits to the attached guest editorial/article announcing World Water Day 2013.

International World Water Day is held annually on March 22 as a means of focusing attention on the importance of freshwater and advocating for the sustainable management of freshwater resources.

To bring attention to the annual event and to promote water conservation throughout the local communities, Commissioner Amadeo and Director Shriner agreed to work together to create the attached draft guest editorial/article. With approval from the MCWD Board of Directors, the letter will be sent to local newspaper outlets for publication as either a guest editorial or an article (depending on how the particular newspaper wishes to view the material) during the month of March 2013.

In addition, staff has determined that a Bill Message could be generated and distributed in a timely manner, such that all MCWD ratepayers can be informed of the World Water Day prior to the day itself. Attached for review and comment is the text of the Bill Message.

Prior Committee or Board Action: Support for this project was provided by the Water Conservation Commission during their meeting on January 3, 2013.

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: Attached draft guest editorial/article and Bill Message.

Staff Recommendation: Consider recommending to the MCWD Board their approval to transmit the guest editorial/article to newspapers and to distribute the Bill Message through the monthly billing process.

Action Required: _____Resolution X Motion _____Review

Commission Action

_____Resolution No_____ Motion By_____ Seconded By_____

Ayes_____ Abstained_____

Noes_____ Absent_____

Reagendized_____ Date_____ No Action Taken_____

Volunteers from the Water Conservation Commission of the Marina Coast Water District (MCWD) would like to request your cooperation in supporting local efforts in water conservation. You can do this by recognizing and celebrating World Water Day and its focus - Water Cooperation - on March 22, 2013.

Thinking globally and act locally, we wanted to find a free method for the whole community to act locally by celebrating World Water Day on March 22, 2013. There are free banners, posters, and information regarding this annual event at www.unwater.org. This letter/article is a local action taken by volunteers who have renewed efforts of cooperation by taking on this writing project together. We hope you will join us in the spirit and celebration of improved water cooperation.

At the individual level the stakes are the greatest because it is actual people and businesses that end up paying for the water consumed and the infrastructure it takes to bring that water to the tap. Water is finite and can be expensive. But there are things each of us can do to assure availability of this resource. When we realize that more than 10% of all the water going to residences is often lost to leaks, wasted, or not consumed for its intended use, you can see the importance of water conservation as part of the solution to our local water problems. We can easily stop over irrigating our landscapes, stop water leaks, stop waiting for water to become hot before we shower or shave, and not let the water run when brushing our teeth. There are many more ways to reduce the use of our limited water supply.

Our local water agencies, especially MCWD, will provide us with help, including free water use surveys, free low-flow showerheads and faucet aerators, appliance rebates, and incentives for the installation of water-saving irrigation controllers.

We hope you will join us in the spirit and celebration of World Water Day, every day, by practicing water conservation. Help us protect our rights to water, and help ensure that our water remains clean, accessible, and sufficient.

February 15, 2013 (billing cycle 2)– through March 8, 2013 (billing cycle 1)

World Water Day 2013

International World Water Day is held annually on March 22 as a means of focusing attention on the importance of freshwater and advocating for the sustainable management of freshwater resources. Learn more about planned activities and initiatives by visiting www.unwater.org.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 8

Meeting Date: February 7, 2013

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Review Proposed and Suggested Agenda Items for March 7, 2013 and Future Dates

Detailed Description: The Commission is to review proposed agenda items for the March 7, 2013 meeting and may suggest new agenda items for future Water Conservation Commission meetings.

Staff-suggested agenda items for the March 7, 2013 Water Conservation Commission Meeting include the following:

- Election of a Chairperson and a Vice Chairperson until August 2013.
- Consider a Draft of the FY 2013/2014 Conservation Budget

Potential agenda items for the March 7, 2013 Commission meeting or future meetings include the following:

- Water Supply Augmentation Projects – MCWD desal plant tour; recycled water use; grey water use
- Review BMPs
- New Water Saving Devices and Technologies – Consider rebates for rainwater catchment and use
- 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 the 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
- Update Landscape Standards and Forms
- Our Water – Sources; Conveyance and distribution; Storage