



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

Commission Members

Dan Amadeo (Public Member) - Chair
(vacant) – Vice Chair
Jan Shriner (MCWD Board Representative)
Dave Brown (Marina City Council)

JoAnn Cannon (Public Member)
Jim Felton (Public Member)
Grace Silva-Santella (Public Member)
Carroll Meuse (Public Member)

Agenda

This meeting has been noticed according to the Brown Act rules. The Commission 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 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. Acceptance of July 11, 2013 Meeting Minutes and Acknowledgment of No August, 2013 Meeting
4. Introduction of New Commissioners
5. Election of Chairperson and Vice Chairperson for the Water Conservation Commission
6. Review the Procedures for MCWD's Water Conservation Commission
7. Review MCWD's 2010 Urban Water Management Plan
8. Review the Draft FY 2013/2014 Conservation Budget
9. Receive Information on Available Online Professional Development Coursework

Review Proposed and Suggested Agenda Items for the October 3, 2013 WCC Meeting

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, October 3, 2013 @ 5:30 p.m., 11 Reservation Road, Marina

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 3

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Accept the Draft Minutes for July 11, 2013 and Acknowledge that there was no August 1, 2013 Meeting

Detailed Description: Following the appointment of new Commissioners, there will not be a quorum of those present on July 11, 2013 to approve the meeting minutes. The Commission is requested to receive and accept the attached draft minutes for July 11, 2013.

Attachment: Draft July 11, 2013 minutes

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 5

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Election of Chairperson and Vice Chairperson for the Water Conservation Commission

Detailed Description: The Procedures for the Water Conservation Commission state that a Chairperson and Vice Chairperson will be elected annually. With MCWD's Board essentially "re-setting" the Commission in February of 2013, the annual election of WCC chair and vice-chair henceforth will be conducted in September of each year.

Board Goals/Objectives: *Strategic Plan, Goal No. 1 – To manage and sustain the District's ground water and desalinated water, recycled water and wastewater services, conservation activities, infrastructure and human resources at or above industry standards.*

Prior Committee or Board Action: On February 12, 2013, the Marina Coast Water District Board of Directors approved the current version of the Water Conservation Commission Procedures document.

Financial Impact: ___ Yes ___ X No

Funding Source/Recap: None.

Material Included for Information/Consideration: None.

Staff Recommendation: Water Conservation Commissioners elect a Chairperson and a Vice Chairperson for 2013.

Action Required: ___ Resolution ___ X Motion ___ Review

Commission Action

___ Resolution No ___ Motion By ___ Seconded By ___

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 6

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

Subject: Review the Procedures for MCWD's Water Conservation Commission

Summary: The WCC is requested to review the current Procedures for MCWD's Water Conservation Commission, an excerpt from the current MCWD Board Procedures Manual regarding the WCC, and the current WCC Commissioner roster.

The MCWD Board of Directors adopted a Resolution during their February 12, 2013 Board Meeting to modify the WCC Procedures document in accord with the recommendation made by the WCC. The current version (with all Board approved modifications) is attached.

Attachments:

- 1) Excerpt from the current MCWD Board Procedures Manual, Procedures for MCWD's Water Conservation Commission,
- 2) The current WCC Commissioner roster.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 7

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

Subject: Review MCWD's 2010 Urban Water Management Plan

Summary: The Water Conservation Commission is requested to review MCWD's 2010 Urban Water Management Plan (UWMP). Conservation-related elements of the UWMP will be the focus of discussion. Attached for your review and reference are excerpts from the 2010 UWMP, including:

- Table of Contents
- Water Conservation Baseline and Targets (Section 3.4)
- Water Shortage Contingency Plan (Section 5.5)
- Conservation and Demand Management Measures (Section 6)

The State of California's Department of Water Resources require water purveyors such as MCWD to submit and update an Urban Water Management Plan every five-years. The Water Shortage Contingency Plan has been developed in accordance with the California Water Code Section 10632 and is submitted as an element of the UWMP. The Water Shortage Contingency Plan is adopted by the MCWD prior to insertion within the UWMP.

Attachment:

Excerpt from the 2010 UWMP

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 8

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

Subject: Review a Draft of the FY 2013-2014 Conservation Budget

Summary: The Commission is requested to review the attached budget sheet that presents the proposed FY 2013-2014 water conservation department budget. The budget represents the sum of all the individual cost-center shares of MCWD's water conservation efforts. This budget sheet was presented to the Board on August 26, 2013. At that time, the Board accepted the overall budget as being suitable for public comment and the advancement of a Proposition 218 process.

Attachment:

Draft FY 2013-2014 Conservation Budget

Marina Coast Water District
Staff Report

Agenda Item: 9

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

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 @ <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 at (831) 883-5927.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 10

Meeting Date: September 5, 2013

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Review Proposed and Suggested Agenda Items for October 3, 2013 and Future Dates

Detailed Description: The Commission is to review proposed agenda items for the October 3, 2013 meeting and may suggest new agenda items for future Water Conservation Commission meetings.

Staff-suggested agenda items for the October 3, 2013 Water Conservation Commission Meeting include the following:

- Joint meeting with MCWD Public Outreach Committee to consider developing a Water Conservation Calendar
- Update the WCC on the status of MCWD's budget process

Potential agenda items for the October 3, 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; current water savings for achieving year-2020 per capita consumption goal
- 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