



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

DIRECTORS

THOMAS P. MOORE
President

JAN SHRINER
Vice President

HOWARD GUSTAFSON
WILLIAM Y. LEE
PETER LE

Date: February 6, 2014
Time: 5:30 PM
Location: 11 Reservation Road, Marina

Commission Members

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

JoAnn Cannon (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. Approve the December 5, 2013 Meeting Minutes
4. Approve the January 9, 2014 Meeting Minutes
5. Receive a Report Regarding Preliminary 2013 Water Consumption Data
6. Review How the State of California's Announcement of a Drought State of Emergency Impacts Water Conservation Within MCWD's Service Areas and Consider a Recommendation to the MCWD Board of Directors Regarding the Declaration of a Stage Within the Water Shortage Contingency Plan
7. Consider Developing Outreach Opportunities Water Conservation Using
8. Review Proposed and Suggested Agenda Items for the March 6, 2014 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 6, 2014 @ 5:30 p.m., 11 Reservation Road, Marina

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 3

Meeting Date: February 6, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Approve the Draft Minutes for December 5, 2013

Detailed Description: The Commission is requested to consider approval of the attached draft minutes for December 5, 2013.

Attachment: Draft December 5, 2013 minutes

Draft Minutes
Joint Meeting
Water Conservation Commission/Community Outreach Committee
December 5, 2013

1. Call to Order:

The meeting was called to order at 5:30 p.m. Commission members Dan Amadeo, Grace Silva-Santella, JoAnn Cannon, Carroll Meuse, Jim Felton, and Jan Shriner were present. Jan Shriner and Peter Le were present from the Community Outreach Committee. Brian True, Paul Lord, and Paula Riso were present from staff.

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

No comments were made.

3. Approve the November 7, 2013 Meeting Minutes:

Commissioner Meuse made a motion to approve the minutes of November 7, 2013. Commissioner Cannon seconded the motion. The motion was passed with 5-Ayes, 0-Noes, 1-Abstention, and 1-Absent. Commissioner Cannon thanked Ms. Riso for her work on the minutes.

4. Receive an Update on the Status of MCWD's Budget Process (verbal report):

Mr. True stated that the District was continuing under the FY 2012/2013 budget for the time being.

5. Conduct a Joint Session with MCWD's Public Outreach Committee to Consider Developing Outreach Opportunities Using Water Conservation:

- 1) Commissioner Cannon updated the Commission on the meeting she set up with CSUMB's Coordinator of Service Learning, Laura Lee Lienk, Paul Lord and herself regarding Service Learning. She explained that a Memorandum of Understanding between the District and CSUMB and a site visit would need to be approved before the District could be considered to be added to the list of organizations for Service Learning. Commissioner Cannon added that she would volunteer to oversee the students but the District would need to put together a list of projects they want accomplished. Director Shriner suggested looking into an Interpretation class as it is not as strict as Service Learning.
- 2) Mr. Lord gave an update on working with CSUMB and other large water users to look into conservation and participating in conservation programs.
- 3) Mr. Lord commented that the intern has been working on billing inserts and conservation stickers.
- 4) Commissioner Silva-Santella stated that she would like to reach out to plumbers and realtors via a mailing or open house meeting to talk to them about conservation opportunities. She asked that staff bring back a list of plumbers that they were able to contact regarding on hot water recirculation devices.

Agenda Item 5 (continued):

Commissioner Silva-Santella made a motion to ask the Board to allow for the necessary staff time to meet with CSUMB and include the MCWD Human Resources Manager to see if Service Learning or Interpretations class is feasible. Commissioner Cannon seconded the motion. Following discussion, Commissioner Amadeo made a motion to recommend to the Board to direct staff to pursue the possibility of partnering with CSUMB in Service Learning and/or Cap Stone. Commissioner Silva-Santella withdrew her motion and seconded Commissioner Amadeo's motion. With a vote of 7-Ayes, 0-Noes, 1-Absent, the motion was passed.

Commissioner Cannon left at 6:35 p.m.

6. Review Proposed and Suggested Agenda Items for the January 2, 2014 WCC Meeting:

In addition to the staff-suggested items, the Commission asked to add recirculation to the New Water Saving Devices and Technologies for discussion in January, and to review the public information materials. The Commission asked to review the State mandated science curriculum for elementary schools and do a tour of grey water systems in February.

It was agreed to hold the January meeting on the 9th instead of the 2nd.

7. Receive Update on Board/District Activities:

Director Le gave a brief update on the District's proposed rate increases, annexation, groundwater recharge, and working with the Monterey Regional Water Pollution Control Agency. Director Shriner commented that the Board accepted the audit and that the information was available if anyone was interested. Director Le gave an update on the litigation the District was involved in.

8. Receive Comments from Commission Members:

Director Shriner commented that Santa's House was looking for volunteers in their fundraiser for sober graduation for Marina High School.

9. Adjournment:

The meeting was adjourned at 7:10 p.m.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 4

Meeting Date: February 6, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Approve the Draft Minutes for January 9, 2014

Detailed Description: The Commission is requested to consider approval of the attached draft minutes for January 9, 2014.

Attachment: Draft January 9, 2014 minutes

Draft Minutes
Water Conservation Commission
January 9, 2014

1. Call to Order:

The meeting was called to order at 5:30 p.m. Commission members Dan Amadeo, Grace Silva-Santella, JoAnn Cannon, Jim Felton, David Brown, Carroll Meuse (arrived at 5:34 p.m.), and Jan Shriner (arrived at 5:34 p.m.) were present. Brian True, Paul Lord, Brian Lee, and Paula Riso were present from staff.

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

No comments were made.

3. Receive an Update on the Status of MCWD's Budget Process (verbal report):

Mr. True stated that the Board has approved continuing the 2012/2013 budget through the 2013/2014 fiscal year and explained the issues it could create in 2013/2014.

4. Consider Developing Outreach Opportunities Using Water Conservation:

Mr. True gave an update and stated that staff recommended moving forward with discussions involving CSUMB Service Learning and Cap Stone programs and the Commission suggested adding Sustainability programs as well.

Commissioner Cannon made a motion to include MPUSD in the outreach opportunities. Chair Amadeo seconded the motion. With a vote of 7-Ayes, 0-Noes, 0-Absent, the motion was passed.

Director Shriner asked the Commission to think about creating District maps instead of calendars.

5. Receive an Update on the Water Conservation Public Information Program:

Public information material prepared by staff was reviewed and discussed. The timing of distribution and topics within time-periods was also discussed. Chair Amadeo commented intern labor resources could be obtained to increase the volume and frequency of public info materials.

6. Consider the Existing Hot-Water Recirculation Rebate Program and the Prospects for Developing Rebate Programs for Rainwater Catchment and Gray-Water Use:

Mr. True provided guidance to the Commission regarding the use of gray water systems and the need to protect the potable water system. Commissioners noted that the City of Marina has already authorized some installations of gray water systems. Staff was directed by Interim General Manager Brian Lee to coordinate with local Land-use Jurisdictions regarding the permitting of gray water systems.

Agenda Item 6 (continued):

Mr. Jon Ramsey from Aqua Soleil was a guest of the Commission. Mr. Ramsey provide a brief presentation regarding rainwater catchment. He suggested that the initial focus of most current rainwater catchment incentive or rebate programs was a focus on sustainability. An important feature of rainwater catchment systems is to have the tank be made of dark materials rather than see-through or white materials and be fairly air-tight in order to avoid algae or vector growth. He provided the example of Santa Fe, NM as a jurisdiction where the use of rainwater catchment is mandated for new construction.

7. Review Proposed and Suggested Agenda Items for the February 6, 2014 WCC Meeting:

The Commission requested staff update water consumption data to include the data from calendar year 2013.

Gray water items were requested to be placed on the future items list.

The Commission agreed to the remaining staff suggestions for the February 6 Agenda.

8. Receive Update on Board/District Activities:

Director Shriner provided a brief update on MCWD activities.

9. Receive Comments from Commission Members:

No comments were recorded.

10. Adjournment:

The meeting was adjourned at 7:20 p.m.

Marina Coast Water District
Water Conservation Commission
Staff Report

Agenda Item: 5

Meeting Date: February 6, 2014

Prepared By: Paul Lord / Brian True

Presented By: Brian True

Subject: Receive a Report Regarding Preliminary 2013 Water Consumption Data

Summary: During the January 9, 2014 Water Conservation Commission meeting, the Commissioners requested that staff update historical water consumption data for the Ord Community and Central Marina service areas with data from 2013. Attached for your review are tables and charts that show gallons-per-capita-day (gpcd) water demand and water conservation targets required by the Water Conservation Act of 2009 (SBx7-7). Also attached are charts depicting water consumption volumes sorted by land-use type and by account/connection category. The information provided includes the preliminary data for calendar year 2013; this information has not been provided to the State as of the date of this meeting.

Attachments:

2000-2013 Per Capita Water Consumption
Annual Water Use by Category

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 6

Meeting Date: February 6, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Review How the State of California's Announcement of a Drought State of Emergency Impacts Water Conservation Within MCWD's Service Areas and Consider a Recommendation to the MCWD Board of Directors Regarding the Declaration of Stage Within the Water Shortage Contingency Plan Consider

Detailed Description: The Commission will review the State of California's Announcement of a Drought State of Emergency (announcement attached). In particular, note Order #2 within the announcement for local water suppliers to implement their Water Shortage Contingency Plans. The District's Water Shortage Contingency Plan is also attached for review and consideration.

In light of the available information, staff recommends to the Commission that they provide MCWD's Board of Directors with a recommendation to declare MCWD to be in a stage of water shortage consistent with the Water Shortage Contingency Plan. Staff observes that a Stage 1 or Stage 2 would be the appropriate stage to recommend; however, contemplation of implementing the Stage 3 requirements is warranted in preparation for meeting mandatory rather than voluntary water use reductions. Please note that recommending Stage 2 will have attendant implementation challenges regarding the determination of "base periods" such that recommending the implementation of a Stage 2 water shortage should be considered carefully.

Attachments:

Drought State of Emergency
Water Shortage Contingency Plan

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 7

Meeting Date: February 6, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Consider Developing Outreach Opportunities Using Water Conservation

Detailed Description: The Commission will consider opportunities for public outreach using Water-Conservation-themed vehicles across any potential media-method or activity. This topic is a carry-over item since October 2013; however, the focus of the item needs to become the drought conditions facing the State of California and the MCWD service areas.

The objective of this February 6, 2014 will be to review current information being provided to MCWD ratepayers and consider future outreach materials and methods relative to the Water Shortage Contingency Plan Stage 1 outreach needs and requirements.

Attached for review are the printed flyer and the printed poster MCWD staff has prepared to demonstrate MCWD's acknowledgment and support for the State's announcement of drought conditions. Similar information is being provided as e-flyers, billing inserts, and billing messages. This information has begun to published and distributed during the last week of January and the first week of February.

Discussion of future outreach materials and methods is needed. Ideas should be as far-ranging as the Commissioners desire with all options and ideas eligible for consideration; however, relation to the Stage 1 steps within the Water Shortage contingency Plan should be kept in mind.

Attachments:

Drought Flyer

Drought Poster

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 8

Meeting Date: February 6, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Review Proposed and Suggested Agenda Items for March 6, 2014 and Future Dates

Detailed Description: The Commission is to review proposed agenda items for the February 6, 2014 meeting and may suggest new agenda items for future Water Conservation Commission meetings.

Staff-suggested agenda items for the March 6, 2014 Water Conservation Commission Meeting include the following:

- Review how State drought conditions impact Water Conservation within MCWD's service areas
- Consider developing outreach opportunities using Water Conservation

Potential agenda items for the March 6, 2014 Commission meeting or future meetings include the following:

- Water Supply Augmentation Projects – MCWD desal plant tour; recycled water use; gray water use
- Progress in coordinating permitting of gray water systems with local Land-Use Jurisdictions
- Review BMPs; current water savings for achieving year-2020 per capita consumption goal
- Developing Improved Commodity Rates for Water Connections
- New Water Saving Devices and Technologies – Consider rebates for rainwater catchment and use for single lot/parcel projects
- Develop a Conservation program for new developments that desire to employ rainwater catchment features.
- 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
- Training Opportunities in conservation-related topics
- Our Water – Sources; Conveyance and distribution; Storage