



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: May 1, 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 March 6, 2014 Meeting Minutes
4. Review the Draft 2013 Consumer Confidence Report for the Marina Coast Water District Water System, Central Marina and Ord Community
5. Consider Actions for Implementing Stage 1 of the Water Shortage Contingency Plan and Receive a Report on Actions-to-Date
6. Consider Developing Outreach Opportunities Using Water Conservation – Developing an Activity/"Fun" Map of MCWD's Service Area
7. Review Proposed and Suggested Agenda Items for the June 5, 2014 WCC Meeting
8. Receive Update on Board/District Activities
9. Receive Comments from Commission Members
10. Adjournment - *Set or Announce Next Meeting(s), date(s), time(s), and location(s):*

Next Meeting: Thursday, June 5, 2014 @ 5:30 p.m., 11 Reservation Road, Marina

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 3

Meeting Date: May 1, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Approve the Draft Minutes for March 6, 2014

Detailed Description: The Commission is requested to consider approval of the attached draft minutes for March 6, 2014.

Attachment: Draft March 6, 2014 minutes

Draft Minutes
Water Conservation Commission
March 6, 2014

1. Call to Order:

The meeting was called to order at 5:39 p.m. Commission members Dan Amadeo, Jan Shriner, Jim Felton, JoAnn Cannon, and Grace Silva-Santella (arrived at 5:47 p.m.) were present. David Brown and Carroll Meuse were absent. 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 February 6, 2014 Meeting Minutes:

Chair Amadeo noted that there was not a quorum of those at the February meeting present to approve the minutes and made a motion to table approval of the minutes until April. Director Shriner seconded the motion.

4. Consider Actions for Implementing Stage 1 of the Water Shortage Contingency Plan:

The Commission was notified that on February 18th, the MCWD Board declared a Stage 1 Conservation Level of the Water Shortage Contingency Plan.

Commissioner Silva-Santella arrived at 5:47 p.m.

The Commission discussed different ideas of implementation of Stage 1 of the Water Shortage Contingency Plan and was asked to list their top three recommendations.

1. Request resources from the Board to provide increased leak-detection services and follow-ups; and, develop and disseminate a flyer specific to the “find and fix leaks!” topic.
2. Increase news releases, editorials, take out advertisements in newspapers, and radio spots to provide the community information about what people can do to save water and to inform them about the conservation rebate programs. The Commission stressed that a multi-lingual effort should be made when these activities are undertaken.
3. Create stock presentations that target large water users with information on water usage, rebate programs, and what you can do within your own organization to conserve water.

Other ideas included:

1. Announce MCWD is in Stage 1 of the Water Shortage Contingency Plan,
2. “Walk-around” enforcement of the provisions of the Water Conservation Ordinance (i.e. sections of the MCWD Water Code),

Agenda Item 4 (continued):

3. Conduct multi-lingual outreach,
4. Prepare a WCC-signed informational editorial or news release,
5. Target trade groups (e.g. plumbers, realtors) for outreach,
6. Provide technical information through a separate link on the MCWD web-site for conservation activities.
7. Prepare flyers with specific messages (e.g. what water wastes costs you; landscape efficiency)

5. Consider Developing Outreach Opportunities Using Water Conservation:

This item was included in the discussions of the previous item. Commissioner Silva-Santella commented that she would like to see the District hold some gray water workshops.

Chair Amadeo made a motion to look into outreach workshops. Commissioner Silva-Santella seconded the motion. With a vote of 5-Ayes, 0-Noes, 2-Absent the motion was passed.

The Commission returned to Item 3 as there was now a quorum of those at the February meeting.

3. Approve the February 6, 2014 Meeting Minutes:

Commissioner Cannon made a motion to approve the minutes until April. Chair Amadeo seconded the motion. With a vote of 4-Ayes, 0-Noes, 1-Abstained (Felton), 2-Absent the motion was passed.

6. Review Proposed and Suggested Agenda Items for the April 3, 2014 WCC Meeting:

Commissioner Silva-Santella made a motion to appoint Chair Amadeo and Commissioner Cannon to a sub-committee to write a draft editorial for the Interim General Manager's approval. Vice Chair Felton seconded the motion. With a vote of 5-Ayes, 0-Noes, 2-Absent the motion was passed.

7. Receive Update on Board/District Activities:

Director Shriner provided a brief update on MCWD activities.

8. Receive Comments from Commission Members:

Chair Amadeo noted that there was a 50 year anniversary party at the American Legion Post 649 on Saturday, March 8th. Commissioner Cannon commented that it was an excellent meeting.

9. Adjournment:

The meeting was adjourned at 7:14 p.m.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 4

Meeting Date: May 1, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Review the Draft 2013 Consumer Confidence Report for the Marina Coast Water District Water System, Central Marina and Ord Community

Detailed Description: The WCC is requested to review the attached Consumer Confidence Report (CCR). The CCR is generated annually. The WCC generally provides the initial review of the document and provides the MCWD Board of Directors with a recommendation for approval once suggestions have been incorporated; however, this year, the WCC was unable to accomplish this task due to a lack of a quorum on the April meeting date. This item is intended to maintain the WCC's annual involvement with the task, despite the CCR document being approved by the MCWD Board in April, 2014.

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 2013 CCR summarizes the results of detected contaminants in District's supply wells and distribution systems conducted in calendar year 2013, or for some constituents, the most recent sampling year. The District's water system did not have any violation in 2013 and is in compliance with State and Federal drinking water regulations. A list of contaminants tested for but not detected will be posted in the District's website at www.mcwd.org/2013ccr-ND.html

The 2013 CCR will be mailed together with each customer's water bill starting in May 2013. 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 at the District's website at www.mcwd.org

Material Included for Information/Consideration: Final 2013 Consumer Confidence Report for the Marina Coast Water District Water System, Central Marina and Ord Community.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 5

Meeting Date: May 1, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Consider Actions for Implementing Stage 1 of the Water Shortage Contingency Plan

Detailed Description: The Commission will continue to review the Water Shortage Contingency Plan (handouts will be provided if the Commissioners or public do not have past-provided copies in-hand), develop new implementation ideas, and refine the current list of implementation ideas (see below). During the last WCC meeting, consensus was achieved to communicate to the Interim General Manager the top three implementation ideas. Those top three ideas are specified below and are followed by the remainder of the implementation idea list (in no particular order). Staff will also report to the WCC on the actions taken to date to commence implementing these top-three ideas.

TOP THREE IMPLEMENTATION IDEAS

- 1) Stop leaks! Specifically, A) request resources from the Board to provide increased leak-detection services and follow-ups, and B) develop and disseminate a flyer specific to the “find and fix leaks!” topic.
- 2) Increase news releases, editorials, take out advertisements in newspapers, get radio spots – anything to provide the community info about what people can physically do to save water and to let them know about the conservation rebate programs. The Commission stresses that a multi-lingual effort should be made when these activities are undertaken.
- 3) Create stock presentations that target large water users. Content to include: water usage info, rebate programs, what you can do within your own organization to conserve water.

OTHER IMPLEMENTATION IDEAS

8. Announce MCWD is in Stage 1 of the Water Shortage Contingency Plan
9. “Walk-around” enforcement of the provisions of the Water Conservation Ordinance (i.e. sections of the MCWD Water Code)
10. Conduct multi-lingual outreach
11. Prepare a WCC-signed informational editorial or news release
12. Target trade groups (e.g. plumbers, realtors) for outreach
13. Provide technical information through a separate link on the MCWD web-site for conservation activities
14. Prepare flyers with specific messages (e.g. what water wastes costs you; landscape efficiency)

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 6

Meeting Date: May 1, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Consider Developing Outreach Opportunities Using Water Conservation –
Developing an “Activity/Fun Map” for MCWD’s Service Area

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. This item for this month’s WCC meeting will focus on the idea of developing an Activity/”Fun Map” for MCWD’s service area; Director Shriner has done some research into the idea and would like to share the results of that research with the Commission.

Other topics eligible for discussion within this item would be further detailing of Stage 1 Water Shortage Contingency Plan implementation ideas that are specifically outreach related.

Marina Coast Water District
Water Conservation Commission
Agenda Transmittal

Agenda Item: 7

Meeting Date: May 1, 2014

Submitted By: Brian True

Presented By: Brian True

Agenda Title: Review Proposed and Suggested Agenda Items for June 5, 2014 and Future Dates

Detailed Description: The Commission is to review proposed agenda items for the June 5, 2014 meeting and may suggest new agenda items for future Water Conservation Commission meetings.

Staff-suggested agenda items for the June 5, 2014 Water Conservation Commission meeting include the following:

- Ongoing consideration of implementing Stage 1 of the Water Shortage Contingency Plan
- Receive a verbal report regarding the MCWD FY 2014/2015 Budget process
- Consideration of education program contracting

Potential agenda items for the June 5, 2014 Commission meeting or future meetings include the following:

- Engage with local Land-Use Jurisdictions regarding gray water system permitting and requirements
- Engage with CSUMB regarding service learning/capstone programs in order to enhance water conservation outreach efforts
- Obtaining Board approval to commence WCC efforts to recommend changes to the Water Shortage Contingency Plan in order to dovetail recommendations with the 2015 Urban Water
- 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
- Water Supply Augmentation Projects – MCWD desal plant tour; recycled water use; gray water use
- 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