



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: [www.mcwd.org](http://www.mcwd.org)

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## DIRECTORS

HOWARD GUSTAFSON  
*President*

THOMAS P. MOORE  
*Vice President*

WILLIAM Y. LEE  
JAN SHRINER

## Agenda

### Regular Meeting

Water Conservation Commission

Thursday, May 5, 2016, 5:30 PM

**MCWD Fort Ord Offices, 2840 4<sup>th</sup> Avenue, Marina, CA**

**(Please Note the Different Location)**

### Water Conservation Commission Mission Statement

*To provide input to the Board of Directors on matters pertaining to the preservation of the District's water resource through conservation, technological improvements and policy.*

### Commission Members

Chair - Grace Silva-Santella

Vice Chair - Audie Robinson

Jan Shriner (MCWD Board Representative)

Dave Brown (Marina City Council)

JoAnn Cannon (Public Member)

Jim Felton (Public Member)

Bethany Taylor (Public Member)

Charlie Eskridge (Public Member)

This meeting has been noticed according to the Brown Act rules. The Commission will receive information on, discuss, and may consider taking action or directing staff to return to the Board for action on items contained in this agenda. Some items are informational and are provided as a written report or verbal update and may not require Commission action.

1. Call to Order/Introduction
2. Public Comments on any item not on the Agenda. *Any person 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. Action to Approve the April 7, 2016 Meeting Minutes
4. Action to Recognize Ms. Colleen Courtney, Community Member, for her Dedicated Service to the Marina Coast Water District as a Member on the Water Conservation Commission.
5. Receive Updated GPCD, Water Production, and Water Consumption Data
6. Review 2016 Commission Objectives and Goals

7. Review and Propose Agenda Items for the June 2, 2016 WCC Meeting and Future Meetings
8. Receive Update on Board/District Activities
9. Receive Comments from Commission Members
10. Adjournment

Marina Coast Water District  
Water Conservation Commission  
Agenda Transmittal

Agenda Item: 3

Meeting Date: May 5, 2016

Prepared By: Paula Riso

Presented By: Paula Riso

Agenda Title: Action to Approve the April 7, 2016 Meeting Minutes

Background: *2014 Strategic Plan, Mission Statement - We Provide high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.*

Discussion/Analysis: The draft minutes of April 7, 2016 are provided for the Commission to consider approval.

Environmental Review Compliance: None required.

Financial Impact:  Yes  No Funding Source/Recap: None

Other Considerations: The Commission can suggest changes/corrections to the minutes.

Material Included for Information/Consideration: Draft minutes of the April 7, 2015 meeting.

Action Required:  Resolution  Motion  Review

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Marina Coast Water District  
Water Conservation Commission  
Special Recognition

Agenda Item: 4

Meeting Date: May 5, 2016

Prepared By: Paul Lord  
Reviewed By: James Derbin

Presented By: Paul Lord

Agenda Title: Action to Recognize Ms. Colleen Courtney, Community Member, for her Dedicated Service to the Marina Coast Water District as a Member on the Water Conservation Commission.

Summary: Ms. Courtney was appointed as a public member to the Water Conservation Commission in October 2015. As a member of the Commission, Ms. Courtney provided input on water conservation activities, practices and programs as well as invaluable insights and guidance. On April 14, 2016, Ms. Courtney notified staff that due to circumstances beyond her control, she needed to resign from her seat on the Commission.

Ms. Courtney's dedication and commitment to public service has been recognized by her fellow Commission members and all those who have come into contact with her. For her unselfish dedication and commitment, the Commission wishes to recognize Ms. Colleen Courtney for her service, and wishes her well in the future.

Marina Coast Water District  
Water Conservation Commission  
Staff Report

Agenda Item: 5

Meeting Date: May 5, 2016

Prepared By: Paul Lord  
Reviewed By: James Derbin

Presented By: Paul Lord

Subject: Receive Updated GPCD, Water Production, and Water Consumption Data

Summary: In response to the ongoing drought, the State Water Resources Control Board (SWRCB) approved an emergency regulation that directs water purveyors to electronically report monthly water production and consumption figures. Also to be reported to the SWRCB is an estimate of the amount of water used each day by residential customers. This estimate, called “residential gallons per capita per day”, or R-GPCD, more accurately portrays water use by individuals and allows communities to compare their efforts accurately with others around the state.

In support of the SWRCB actions, Marina Coast Water District staff has increased their efforts to compile and submit the required production, R-GPDC data, and other required monitoring reports each month. Staff will provide current tables and charts that show the most recent water production figures. Staff will also include tables and charts showing the gallons-per-capita-day (GPCD) and R-GPCD data that has been most currently compiled. The documents are entitled:

- 2010 - 2016 Total Production by Month
- Monthly Production Savings and Cumulative Savings, June 2015 – Current Month
- Monthly Production Reduction Performance
- 2013 - 2016 Monthly GPCD (Gross Production)
- 2013 – 2015 Residential Gallons-Per-Capita-Day
- 2008 – 2016 Annual Total Consumption By Month
- 2013 – 2016 Total Consumption
- 2016 Metered Consumption and Number of Meters
- 2015 Temporary Hydrant Meter Water Use: Percentage of Total Production

Marina Coast Water District  
Water Conservation Commission  
Staff Report

Agenda Item: 6

Meeting Date: May 5, 2016

Prepared By: Paul Lord  
Reviewed By: James Derbin

Presented By: Paul Lord

Subject: Review 2016 Commission Objectives and Goals

Summary: As a result of discussions in January and February about setting Commission objectives and goals for 2016, staff composed the following list. At this May Commission meeting, staff and the Commissioners have the opportunity to briefly summarize their achievements made to date towards accomplishing these goals, and suggest additional objectives and goals.

Progress has been made on those objectives and goals listed with an asterisk \*. Far below is a summary of recent staff and commissioner accomplishments pertaining to the list.

2016 WCC Objectives and Goals

- A. Complete an Earth Day project
- B. Visit with more community groups
- C. \*Find and attend new community events
- D. \*Promote our rebate programs more in local stores
- E. \*Work to re-establish the In-school Water Conservation Education Program activities
- F. \*Distribute more promotional items
- G. \*Build our customer e-mail list
- H. \*Develop a laundry-to-landscape irrigation system rebate
- I. Promote grey water reuse
- J. \*Continue support for additional CSUMB Service Learning Projects
- K. \*Recognize homeowners for past and continued water conservation efforts
- L. \*Develop, send out more e-flyers, bill inserts, and re-establish a newsletter
- M. \*Expand water conservation outreach to the Commercial sector
- N. Continue strong efforts to promote lawn replacement

2016 Achievements on Highlighted Objectives and Goals Listed Above

- C. Staff set up the water conservation booth at the first inaugural Marina Rotary Club car show event. Commissioners have suggested additional events for summer 2016.
- D. Staff approached Home Depot about additional in-store promotions.

- E. In substitution for a dedicated in-school Teacher, staff has completed several class presentations at Los Arboles Middle School and Seaside High School. This fulfills a long desired objective to have staff conduct in-school presentations, and to expand the in-school program into the higher grades.
- F. Expenditures for water conservation promotional items was recently increased, allowing for the purchase of refrigerator magnets and water conservation booklets in Spanish.
- G. Staff has been promoting the e-flyers at local events. About 50 additional email addresses have been added to the customer email list.
- H. Staff met with commissioners and is currently drafting a laundry-to-landscape rebate.
- J. Staff is currently working with a second CSUMB student on completing another water conservation related service learning project.
- K. In February, staff developed and sent out a modified e-flyer with greater recognition to customers for their efforts in reducing water use.
- L. Staff has scheduled two bill inserts since February. The second bill insert is to be distributed in May.
- M. Staff has been trained in the use of water auditing software useful in conducting audits of commercial accounts. One commercial audit completed in March.

Marina Coast Water District  
Water Conservation Commission  
Staff Report

Agenda Item: 7

Meeting Date: May 5, 2016

Prepared By: Paul Lord  
Reviewed By: James Derbin

Presented By: Paul Lord

Subject: Review and Propose Agenda Items for the June 2, 2016 WCC Meeting and Future Meetings

Summary: The Commission is to review proposed agenda items for the June 2016 meeting and may suggest new agenda items for future Water Conservation Commission meetings.

Suggested agenda items for the June 2016 Water Conservation Commission meeting include the following:

- Review draft changes to the water conservation ordinance re: the requirement to retrofit to HE toilets upon resale of property
- Review draft changes to the water conservation ordinance re: the establishment of a requirement to separately meter large landscaping upon landscape rehabilitation.
- Continued updates on GPCD, Water Production, and Water Consumption Data
- Review, evaluate, and propose improvements to the High-Efficiency Toilet and Clothes Washer Rebate Programs
- Guest presentation – Sea water intrusion.
- Field trip to site of interest