



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, October 27, 2022
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Adjourned Regular Board Meeting**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Items Not on the Agenda: Members of the public are invited to address the Board regarding items which are not appearing on the posted agenda. Each speaker shall be limited to three minutes. The Board will set aside 30 minutes for public comments for items not appearing on the posted agenda.

Items on the Agenda: Members of the public shall be permitted to comment on agenda items before action is taken, or after the Board has discussed the item. Each speaker shall be limited to three minutes. The Board will set aside 60 minutes for public comments for items appearing on the posted agenda.

ITEMS TO BE ADDED, REMOVED, OR REORDERED ON THE AGENDA

At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed as an Action Item, may be deliberated and may be subject to action by the Board.

PRESENTATION AND DISCUSSION ITEM:

1. BOARD WORKSHOP FACILITATION OF BOARD GOVERNANCE:

Recommendation: This item is provided for discussion.

REPORTS:

2. REPORT OF THE GENERAL MANAGER
3. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEM:

4. OTHER (NO ENCLOSURE)

CLOSED SESSION:

5. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
TITLE: GENERAL MANAGER

RETURN TO OPEN SESSION.



ACTION ITEM:

6. ANNUAL PERFORMANCE EVALUATION FOR THE GENERAL MANAGER:

Recommendation: Take action as the Board desires.

In compliance with California law and the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please call the District Secretary at (949) 631-1205. Notification 48 hours prior to the meeting will enable Mesa Water District (Mesa Water®) to make reasonable arrangements to accommodate your requests.

Members of the public desiring to make verbal comments using a translator to present their comments into English shall be provided reasonable time accommodations that are consistent with California law.

Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at www.MesaWater.org. If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.

**ADJOURN TO A REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY,
NOVEMBER 9, 2022 AT 4:30 P.M.**



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: October 27, 2022
SUBJECT: Board Workshop Facilitation of Board Governance

RECOMMENDATION

This item is provided for discussion.

STRATEGIC PLAN

- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase public awareness about Mesa Water and about water.
- Goal #5: Attract and retain skilled employees.
- Goal #6: Provide outstanding customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its March 7, 2019 workshop, the Board of Directors (Board) directed staff to engage an external facilitator at future Board workshops.

At its June 4 and August 6, 2019 meetings, the Executive Committee discussed using a facilitator at the biannual Board workshops.

At its January 9, 2020 meeting, the Board welcomed facilitator Sharon M. Browning, Principal of Sharon Browning & Associates.

At its November 10, 2020 workshop, the Board approved the Board Facilitator Scope of Work, with modifications. The Board agreed that workshops should have a clear and distinct purpose that differs from ones served by regular Board meetings.

At its April 22, 2021 workshop, the Board received a presentation item in order to discuss the value of mission statements.

At its May 25, 2021 meeting, the Board directed staff to revise Mesa Water District's (Mesa Water®) Mission Statement and Core Values and to agendize the drafts for review at a future meeting.

At its June 22, 2021 Committee meeting, the Board approved Mesa Water's new draft Mission Statement and Core Values to replace the District's existing mission statement, and directed staff to create an agency-wide Implementation Plan and agendize the plan at a future meeting. In addition, the Board approved the use of Mesa Water's existing mission statement as the District's tag line.

At its July 28, 2021 workshop, the Board modified and finalized the new draft Mission Statement, and also discussed the document entitled "Ethics, Liability & Best Practices for Elected Officials".



At its August 26, 2021 workshop, the Board defined the role of the Mesa Water Board as serving as Mesa Water’s agent to the public; setting policy; strategizing in order to set policy; providing oversight; and demonstrating governance.

At its October 19, 2021 workshop, the Board reviewed, modified and approved the following: the role, purpose, and appropriate functions of the Board, the definition of Fiduciary Duty, and the guidelines for Board access and communication with staff.

At its March 24, 2022 workshop, the Board refined and finalized the Board Culture Vision and defined the role and functions of the Executive Committee.

At its April 28, 2022 workshop, the Board reviewed and approved the draft Board Culture Vision for its working relationships, reviewed and approved the draft definition of the role and functions of the Executive Committee, and developed behavior standards for Board/Committee meetings and conferences.

At its May 18, 2022 workshop, the Board reviewed and approved the Standards for Board/Committee Meetings and Conferences, the Board President’s Role in Managing Meetings and the Board Culture Vision, as amended. The Board also developed a process for the Board President to use in addressing Board member conduct that is inconsistent with the Board Culture Vision and Standards for Board/Committee Meetings and Conferences, reviewed the work deliverables the Board has produced as of April 28, 2022, and brainstormed the creation of Board assessment metrics and what should be included in a comprehensive assessment.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

REPORTS:

2. REPORT OF THE GENERAL MANAGER

REPORTS:

3. DIRECTORS' REPORTS AND COMMENTS

There are no support materials for this item.

CLOSED SESSION:

5. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
TITLE: GENERAL MANAGER



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Chief Administrative Officer
DATE: October 27, 2022
SUBJECT: Annual Performance Evaluation for the General Manager

RECOMMENDATION

Take action as the Board desires.

STRATEGIC PLAN

- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase public awareness about Mesa Water and about water.
- Goal #5: Attract and retain skilled employees.
- Goal #6: Provide outstanding customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

At its October 27, 2022 workshop, the Mesa Water District (Mesa Water®) Board of Directors (Board) will review and discuss, in Closed Session, the General Manager's Employment Agreement and potential compensation changes. State law requires that subsequent Open Session announcement of such items be made at a regular or adjourned regular meeting of the Board; action may or may not take place at the adjourned regular Board meeting of October 27, 2022.

FINANCIAL IMPACT

There is no financial impact for the discussion of this item unless action is taken by the Board.

ATTACHMENTS

None.