



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
EXECUTIVE COMMITTEE MEETING
Monday, April 10, 2023 at 12:00 p.m.
Panian Conference Room**

Committee Members: Shawn Dewane, President
Marice H. DePasquale, Vice President
Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Chief Administrative Officer

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 Executive Committee 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 Executive Committee has discussed the item. Each speaker shall be limited to three minutes. The Executive Committee will set aside 60 minutes for public comments for items appearing on the posted agenda.

CONSENT CALENDAR ITEMS:

Approve all matters under the Consent Calendar by one motion unless a Board member, staff or a member of the public requests a separate action.

1. Committee Policy & Resolution Review

PRESENTATION AND DISCUSSION ITEMS:

Items recommended for approval at this meeting may be agendized for approval at a future Board meeting.

2. Board Workshop Planning
3. City/Districts Liaison Committee Meeting Topics

ACTION ITEMS:

4. Executive Committee Meeting Schedule

REPORTS:

5. Future Agenda Topics
6. Report of the General Manager
7. Directors' Reports and Comments



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.

ADJOURNMENT



COMMITTEE POLICY & RESOLUTION REVIEW

EXECUTIVE COMMITTEE

Policy Assignments for 2023

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Board Meeting Procedures	1570	11/09/22	Review and update as needed	11/09/22
Compensation and Expense Reimbursement	Ordinance No. 35	03/22/23	Review and update as needed	03/22/23
Conflict of Interest Code	1571	11/15/22	Biennial review and as needed to reflect changes in law and current staff positions	11/15/22
Delegation of Authority to General Manager	1507	01/18/18	Review and update as needed	01/18/18
Division Boundaries Revisions	1557	12/08/21	Reviewed every 10 years after census	12/08/21
Health Insurance Benefits for Directors	1342	03/27/07	Review and update as needed	03/27/07
Policy for Public Records	1521	03/14/19	Review and update as needed	03/14/19
Protocols of the Board	1479	07/14/16	Review and update as needed	07/14/16
Records Retention Policy	1515	09/13/18	Review and update as needed	09/13/18
Retirement Events	1400	08/24/10	Review and update as needed	08/24/10
Rules and Regulations for Employees	1473	05/19/16	Review and update as needed	05/19/16



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: April 10, 2023
SUBJECT: Board Workshop Planning

RECOMMENDATION

Review agenda topics and discuss planning for the April 18, 2023 Board of Directors' workshop.

STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

At its April 12, 2023 meeting, the Board of Directors is scheduled to discuss agenda topics for the April 18, 2023 workshop.

For the Committee's review, the proposed agenda topics are as follows:

- Regional Water Issues
- Financial Goals & Reserves
- Water Rates
- Fiscal Year 2024 Staffing Plan
- Fiscal Year 2024 Strategic Plan

FINANCIAL IMPACT

In Fiscal Year 2023, \$1,000 is budgeted for Board workshop expenses; no funds have been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: April 10, 2023
SUBJECT: City/Districts Liaison Committee Meeting Topics

RECOMMENDATION

Provide guidance to staff on topics for the second quarter City/Districts Liaison Committee meeting agenda.

STRATEGIC PLAN

Goal #4: Increase favorable opinion of Mesa Water.
Goal #7: Actively participate in regional and statewide water issues.

DISCUSSION

The next City/Districts Liaison Committee meeting is tentatively scheduled for Friday, April 21, 2023 at 8:00 a.m. and is being hosted by Newport-Mesa Unified School District. Staff is requesting guidance from the Executive Committee on agenda topics.

For the Committee's review, two proposed agenda topics are as follows:

- Water Quality Update
- Water Supply Update

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Denise Garcia, Chief Administrative Officer
DATE: April 10, 2023
SUBJECT: Executive Committee Meeting Schedule

RECOMMENDATION

Confirm the 2023 Executive Committee meetings for the first Wednesday of each month, starting at 12:00 p.m.

STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

This item is annually updated at a meeting of the Executive Committee.

DISCUSSION

Annually, the Executive Committee reviews the calendars to set the date and time for the meetings to be held the upcoming year.

Following are the proposed 2023 Executive Committee meeting dates; in the case that the date has a conflict or is scheduled on a holiday, the meeting will move to the week after (as noted with an asterisk below):

- May 3
- June 7* – *reschedule to June 13 at 3 p.m.*
- July 5* – *reschedule to July 10 at 12 p.m.*
- August 2
- September 6
- October 4
- November 1
- December 6

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: April 10, 2023
SUBJECT: Future Agenda Topics

RECOMMENDATION

Review future agenda topics.

STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Staff will provide a list of future agenda topics at the Executive Committee meeting.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

REPORTS:

6. REPORT OF THE GENERAL MANAGER

REPORTS:

7. DIRECTORS' REPORTS AND COMMENTS