



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Wednesday, July 12, 2023
1965 Placentia Avenue, Costa Mesa, CA 92627
4:30 p.m. Regular Board Meeting**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

***FISCAL YEAR 2021 ANNUAL FINANCIAL REPORT AWARD FROM GOVERNMENT
FINANCE OFFICERS ASSOCIATION***

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.

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. Approve minutes of regular Board meeting of June 14, 2023.
2. Approve attendance considerations (additions, changes, deletions).
3. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events

PRESENTATION AND DISCUSSION ITEMS:

NONE



ACTION ITEMS:

4. MAINLINE VALVE REPLACEMENT PROJECT:

Recommendation: Approve a change order with Big Ben Engineering, Inc. for the Mainline Valve Replacement Project contract for an amount not to exceed \$116,530 to execute construction change orders in excess of the project's 10% contingency, and authorize execution of the change order.

REPORTS:

5. REPORT OF THE GENERAL MANAGER

6. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

7. CLAIM OF BRIAN RICHARDSON

8. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

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, JULY 26, 2023 AT 4:30 P.M.



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, June 14, 2023
1965 Placentia Avenue, Costa Mesa, CA 92627
4:30 p.m. Regular Board Meeting**

CALL TO ORDER

The meeting of the Board of Directors was called to order at 4:30 p.m. by President Dewane.

PLEDGE OF ALLEGIANCE

Vice President DePasquale led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Marice H. DePasquale, Vice President
Jim Atkinson, Director
Fred R. Bockmiller, P.E., Director
James R. Fidler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Chief Administrative Officer/
District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer/
District Treasurer
Stacie Sheek, Customer Services Manager
Andrew D. Wiesner, P.E., District Engineer
Stacy Taylor, Water Policy Manager
Tyler Jernigan, Assistant Water Operations Manager
Kurt Lind, Business Administrator
Celeste Carrillo, Senior Public Affairs Specialist
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Karl W. Seckel, P.E., Director, Municipal Water District of Orange County (MWDOC)
Harvey De La Torre, Interim General Manager, MWDOC
Mo Helmy, Senior Vice President/Senior Relationship Manager, Pacific Premier Bank
Russ Ellsworth, Executive Vice President/Head of Treasury Management, Pacific Premier Bank
David Snow, Senior Vice President/TM Consultant – Team Lead, Pacific Premier Bank
Stephen Friedman, Senior Executive Vice President/Regional President, Pacific Premier Bank

PUBLIC COMMENTS

President Dewane asked for public comments on items not on the agenda.

There were no comments and President Dewane proceeded with the meeting.

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

General Manager Shoenberger reported there were no items to be added, removed, or reordered on the 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. Approve minutes of regular Board meeting of May 24, 2023.
2. Approve minutes of special Board meeting of June 1, 2023.
3. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
4. Approve the Fiscal Year 2024 attendance at Conferences, Seminars, Meetings, and Events.
5. Accept Mesa Water District's Updated Secretary's Report Listing the Capital Charge Property Tax Roll for Fiscal Year 2023 – 2024.
6. Approve a proclamation honoring Stacie Sheek for her dedicated and committed service to Mesa Water District.

President Dewane asked for comments from the public. There were no comments.

MOTION

Motion by Director Bockmiller, second by Director Atkinson, to approve Items 1 – 6 of the Consent Calendar. Motion passed 5 – 0.

PRESENTATION AND DISCUSSION ITEMS:

7. MUNICIPAL WATER DISTRICT OF ORANGE COUNTY BRIEFING:

GM Shoenberger introduced MWDOC Interim General Manager Harvey De La Torre who introduced MWDOC Director Karl W. Seckel. Mr. De La Torre proceeded with a presentation that highlighted the following:

- Overview
- Hydrologic Conditions: Near-Record Breaking
- Lake Oroville & San Luis Storage Levels
- Colorado River Basin Snow Water Equivalent
- Lake Mead Estimated 24 Month Projected Levels
- 2023 Water Supply/Demand Balance: Regional View
- Metropolitan Projecting to Refill Storage Accounts
- Adopted MET Rates and Charges
- Lower Basin Plan Terms
- Phase 1 – Program Schedule
- Program Overview – Phase 1
- Program Overview – Phase 2

- MET Key Budget Assumptions as Adopted
- Next Steps: Climate Adaptation Master Plan

Messrs. De La Torre and Seckel responded to questions from the Board and they thanked them for the presentation.

8. PACIFIC PREMIER BANKING SERVICES UPDATE:

Chief Financial Officer Khalifa introduced Pacific Premier Bank Senior Vice President/Senior Relationship Manager Mo Helmy, Executive Vice President/Head of Treasury Management Russ Ellsworth Senior Vice President/TM Consultant David Snow and Senior Executive Vice President/Regional President Stephen Friedman who proceeded with a presentation that highlighted the following:

- Relationship Team
- About Us
- Accolades
- Treasury Management Solutions
- Treasury Management Expertise
- How ICS and CDARS Work
- Q1 2023 Results
- Top Tier Capital Among Peers
- Balance Sheet Optionality
- Strong Liquidity Position
- KBR Affirms Ratings for Pacific Premier Bancorp, Inc.

Messrs. Helmy, Ellsworth, Snow, and Friedman responded to questions from the Board and they thanked them for the presentation.

RECESS

President Dewane declared a recess at 5:44 p.m.

The Board meeting reconvened at 5:49 p.m.

9. RESERVOIRS 1 AND 2 PUMP STATION UPGRADES PROJECT:

GM Shoenberger introduced District Engineer Wiesner who proceeded with a presentation that highlighted the following:

- Reservoir Project Goals
- Reservoirs 1 and 2 Site Layouts
- Final Design Cost Estimate
- Reduced Scope Cost Estimate

Mr. Wiesner responded to questions from the Board and they thanked him for the presentation.

ACTION ITEMS:

10. PRIOR EMERGENCY AUTHORIZATIONS GRANTED IN RESPONSE TO THE CORONAVIRUS EMERGENCY:

President Dewane asked for comments from the public. There were no comments.

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to rescind, effective July 1, 2023, prior emergency authorizations granted to the General Manager and staff in response to the crisis caused by the Coronavirus Disease 2019 (COVID-19) pandemic. Motion passed 5 – 0.

11. GUIDELINES FOR THE PROCUREMENT OF GOODS AND SERVICES AND CASH DISBURSEMENTS:

President Dewane asked for comments from the public. There were no comments.

MOTION

Motion by Vice President DePasquale, second by Director Fisler, to adopt Resolution No. 1581 Providing Guidelines for the Procurement of Goods and Services and Cash Disbursements, Superseding Resolution No. 1508. Motion passed 5 – 0, by the following roll call vote:

AYES:	DIRECTORS	Atkinson, Bockmiller, Fisler, DePasquale, Dewane
NOES:	DIRECTORS	None
ABSTAIN:	DIRECTORS	None
ABSENT:	DIRECTORS	None

12. LABORATORY SERVICES:

President Dewane asked for comments from the public. There were no comments.

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to award a contract to Enthalpy Analytical, LLC for three years with two 1-year renewal options for a total amount not to exceed \$125,000 annually to provide water quality laboratory services, and authorize the execution of the contract. Motion passed 5 – 0.

13. GEOGRAPHIC INFORMATION SYSTEM SUPPORT SERVICES:

President Dewane asked for comments from the public. There were no comments.

MOTION

Motion by Vice President DePasquale, second by Director Fisler, to:

- a. Amend the Geographic Information System (GIS) Support and Hydraulic Model Hosting and Maintenance Services contract with Carollo Engineers, Inc. for Fiscal

Year 2023 for an additional \$86,500 for a total annual amount not to exceed \$226,500, and authorize execution of the change order; and

- b. Amend the GIS Support and Hydraulic Model Hosting and Maintenance Services contract with Carollo Engineers, Inc. for Fiscal Year 2024 for an additional \$90,000 for a total annual amount not to exceed \$230,000.

Motion passed 5 – 0.

REPORTS:

14. REPORT OF THE GENERAL MANAGER

15. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

16. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

President Dewane adjourned the meeting at 6:20 p.m. to a Regular Board Meeting scheduled for Wednesday, June 28, 2023 at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Chief Administrative Officer
DATE: July 12, 2023
SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

RECOMMENDATION

In accordance with Ordinance No. 35, adopted March 22, 2023, authorize attendance at conferences, seminars, meetings, and events.

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

At its June 14, 2023 meeting, the Board of Directors (Board) approved Fiscal Year 2024 attendance at Conferences, Seminars, Meetings, and Events.

DISCUSSION

During the discussion of this item, if any, the Board may choose to delete any item from the list and/or may choose to add additional conferences, seminars, meetings, or events for approval, subject to available budget or additional appropriation.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

2023 CONFERENCES, SEMINARS, AND MEETINGS:

July 10 - 28, 2023	
Harvard Senior Executives in State and Local Government	
Cambridge, MA	
July 19, 2023	
OC 23 State of the County	<i>DePasquale, Dewane, Fisler</i>
Newport Beach, CA	
August 23 - 25, 2023	
Urban Water Institute Annual Conference	<i>Atkinson</i>
San Diego, CA	
August 28 - 31, 2023	
CSDA Annual Conference	<i>Bockmiller</i>
Monterey, CA	
September 7 - 8, 2023	
8th Annual CA Water Data Summit	
Palo Alto, CA	
September 21 - 22, 2023	
P3 Water Summit	
San Diego, CA	
Septemebr 30 - October 4, 2023	
WEFTEC Conference	
Chicago, IL	
October 13, 2023	
OC Water Summit	
Costa Mesa, CA	
October 18 - 20, 2023	
CALAFCO Annual Conference	
Monterey, CA	
October 23 - 28, 2023	
AWWA CA-NV Annual Fall Conference	
Las Vegas, NV	
November 7 - 9, 2023	
SWMOA Annual Symposium	
Irvine, CA	
November 28 - 30, 2023	
ACWA JPIA Fall Conference	
Indian Wells, CA	
December 13 - 15, 2023	
Colorado River Water Users Association Conference	
Las Vegas, NV	

2024 CONFERENCES, SEMINARS, AND MEETINGS:

March 3 - 7, 2024	
Jt. CA-NV AWWA/AMTA Spring Conference	
West Palm Beach, FL	
March 10 - 13, 2024	
WaterReuse Symposium	
Denver, CO	
March 11 - 13, 2024	
Public-Private Partnership Conference	
Dallas, TX	

July 2023

July 2023							August 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1			1	2	3	4	5
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9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 25	26	27	28	29	30	Jul 1
2	3 8:30am MWDOC Planning & Operations Committee Meeting (IN PERSON AND https://zoom.us/j/882866)	4 District Holiday 7:30am R/S to 7/11-ISDOC Executive Committee 6:00pm R/S to 7/11-Costa Mesa City Council	5 Payday 8:30am Jt. MWDOC/MWD Workshop (IN PERSON) 5:30pm OCWD Board Meeting	6 12:00pm OCWD Communications/Legislative (IN PERSON AND VIRTUAL)	7 7:30am WACO (VITRUAL)	8
9	10 12:00pm Executive Committee Meeting 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL) 5:00pm GWRS Steering	11 7:30am R/S from 7/4-ISDOC Executive Committee 9:00am ACC-OC Energy 5:00pm Concerts in the Park 6:00pm R/S from 7/4-Costa	12 8:15am LAFCO Meeting (400 W Civic Center Drive) 8:30am MWDOC Admin & Finance 12:00pm OCWD Water 4:30pm Board Meeting	13 Harvard Senior Executives in State and Local Government (Cambridge, MA) Pay Period Ends 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	14	15
16	17	18 Harvard Senior Executives in State and Local Government (Cambridge, MA) 7:30am WACO Planning Committee Meeting 5:00pm Concerts in the Park 6:00pm Costa Mesa City	19 8:30am MWDOC Board Meeting (VIRTUAL) 12:00pm 1st Annual State 5:30pm OCWD Board	20 8:30am MWDOC Executive Committee (VIRTUAL) 4:00pm Costa Mesa Chamber of Commerce	21	22
23	24 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	25 Harvard Senior Executives in State and Local Government (Cambridge, MA) 5:00pm Concerts in the Park (Fairview Park 2525 Placentia Avenue, Costa Mesa)	26 8:30am Jt. MWDOC/OCWD (VIRTUAL) 4:30pm Board Meeting (Boardroom)	27 Pay Period Ends 6:00pm OC Fair Business Development Dinner (OC Fairgrounds)	28	29
30 Harvard Senior Executives in State and Local Government (Cambridge, MA)	31	Aug 1	2	3	4	5

August 2023

August 2023							September 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
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6	7	8	9	10	11	12	3	4	5	6	7	8	9
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20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 30	31	Aug 1 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (HYBRID)	2 Payday 8:30am Jt. MWDOC/MWD 12:00pm Executive Committee Meeting 5:30pm OCWD Board	3 12:00pm OCWD Communications/Legislative (IN PERSON AND VIRTUAL)	4 7:30am WACO (VIRTUAL)	5
6	7 8:30am MWDOC Planning & Operations Committee Meeting (VIRTUAL)	8 8:00am OCBC Infrastructure Committee (VIRTUAL)	9 8:15am LAFCO Meeting (400 W Civic Center) 8:30am MWDOC Admin & Finance Committee 12:00pm OCWD Water 4:30pm Board Meeting	10 Pay Period Ends 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	11	12
13	14 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	15 7:30am WACO Planning Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (HYBRID)	16 Payday 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (VIRTUAL)	17 8:30am MWDOC Executive Committee (VIRTUAL)	18	19
20	21	22	23 Urban Water Institute Annual Conference (Hyatt Regency Mission Bay, 1441 Quivira Road, San Diego) 4:30pm Board Meeting (Boardroom)	24 Pay Period Ends	25	26
27	28 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	29	30 Payday	31	Sep 1	2

September 2023

September 2023							October 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1 7:30am WACO (VITRUAL)	2
3	4 District Holiday 8:30am MWDOC Planning & Operations Committee Meeting (VIRTUAL)	5 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (HYBRID)	6 8:30am Jt. MWDOC/MWD 12:00pm Executive Committee Meeting 5:30pm OCWD Board Meeting	7 8th Annual CA Water Data Summit (Palo Alto, CA) Pay Period Ends 12:00pm OCWD Communications/Legislative (IN PERSON AND VIRTUAL)	8	9
10	11 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	12 9:00am ACC-OC Energy, Environment and Water Committee Meeting (VIRTUAL)	13 2023 CAJPA Fall Conference (South Lake Tahoe) Payday 8:15am LAFCO Meeting 8:30am MWDOC Admin 12:00pm OCWD Water 4:30pm Board Meeting	14 11:00am State of the City Luncheon (3050 Bristol Street Costa 12:00pm OCWD Admin & Finance (IN	15	16
17	18	19 7:30am WACO Planning Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (HYBRID)	20 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (VIRTUAL)	21 P3 Water Summit (San Diego, CA) Pay Period Ends 8:30am MWDOC Executive Committee 4:00pm Costa Mesa Chamber of	22	23
24	25 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	26	27 Payday 4:30pm Board Meeting (Boardroom)	28	29	30 WEFTEC Conference (Chic. →)



UPCOMING COMMUNITY OUTREACH EVENTS

Event	Date & Time	Location
Concerts in the Park	Tuesdays, July 11, 18, 25 5:00 p.m. – 8:00 p.m.	Fairview Park 2525 Placentia Avenue Costa Mesa, CA 92626



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MEMORANDUM

TO: Board of Directors
FROM: Andrew D. Wiesner, P.E., District Engineer
DATE: July 12, 2023
SUBJECT: Mainline Valve Replacement Project

RECOMMENDATION

Approve a change order with Big Ben Engineering, Inc. for the Mainline Valve Replacement Project contract for an amount not to exceed \$116,530 to execute construction change orders in excess of the project's 10% contingency, and authorize execution of the change order.

STRATEGIC PLAN

Goal #1: Provide an abundant, local, reliable and safe water supply.
Goal #2: Perpetually renew and improve our infrastructure

PRIOR BOARD ACTION/DISCUSSION

At its March 12, 2020 meeting, the Board of Directors (Board) approved the Capital Improvement Program Renewal (CIPR) which includes the design and construction of the Mainline Valve Replacement Project.

At its February 22, 2022 Committee meeting, the Board awarded a contract to Big Ben Engineering, Inc. for \$1,512,800 and a 10% contingency of \$151,280 for a total contract amount not to exceed \$1,664,080 to provide construction for the Mainline Valve Replacement Project Package 1, and authorized execution of the contract.

BACKGROUND

The Mainline Valve Replacement Project was designed to replace or abandon approximately 160 mainline valves that have been identified as inoperable through the routine valve maintenance program and in accordance with Mesa Water District's (Mesa Water®) Mainline Valve Spacing Policy. As part of the CIPR, these valves were to be replaced in two separate bid packages.

DISCUSSION

Mesa Water has recently completed construction of Phase 1 of the Mainline Valve Replacement Project, which replaced or abandoned 81 mainline valves. During this project, the contractor encountered unforeseen underground conditions that required additional effort to complete the work. Due to the nature of this work, many of the unforeseen conditions were corrected by the contractor on a time and material basis so that the pipeline could be returned to service and the street repaired. These conditions included incomplete shutdowns, replacement of additional non-operational valves, asphalt thickness, excessive hard digging due to concrete slurry, and thrust block concrete over pours that required removal.

To date, \$149,537 of the project's \$151,280 contingency has been expended for construction change orders. The project's construction manager is tracking another \$118,272 in change orders for the construction project. The additional change order would bring the total change order amount



to \$267,809 or 17.7% of the original construction bid cost. Staff recommends that the Board approve a change order with Big Ben Engineering, Inc. for the Mainline Valve Replacement Project contract for an amount not to exceed \$116,530 to execute construction change orders in excess of the project's 10% contingency, and authorize execution of the change order.

FINANCIAL IMPACT

For the CIPR, \$2,970,000 is budgeted for the Mainline Valve Replacement Project design and construction; \$1,986,759 has been spent to date.

	<u>Project Estimate Amounts</u>	<u>Project Cost Amounts</u>
Project Estimate	\$2,970,000	
Original Contracts		\$2,472,382
Change/Task Orders		\$ 151,280
Requested Funding		<u>\$ 116,530</u>
Revised Contracts		<u>\$2,740,192</u>
Actual Spent to Date		\$1,986,759
Revised Project Estimate	\$2,740,192	

ATTACHMENTS

None.

REPORTS:

5. REPORT OF THE GENERAL MANAGER

REPORTS:

6. DIRECTORS' REPORTS AND COMMENTS



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: July 12, 2023
SUBJECT: Claim of Mr. Brian Richardson

RECOMMENDATION

This item is provided for information.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.
Goal #6: Provide excellent customer service.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

On May 18, 2023, Mesa Water District (Mesa Water®) conducted two main water shutoffs for maintenance near Mr. Brian Richardson's residence. Mr. Richardson claimed that the shutoffs caused his kitchen sink to backup and become clogged. Staff spoke with Mr. Richardson and confirmed that the shutoffs caused the issues with his sink.

On May 24, 2023, Mesa Water received a claim from Mr. Richardson requesting that he be reimbursed \$75 for the plumber he hired to fix his sink.

FINANCIAL IMPACT

In Fiscal Year 2024, no funds have been budgeted for claims; funds will come from Cash on Hand.

ATTACHMENTS

Attachment A: Claim Form
Attachment B: Repair Invoice

Claim Form

(A claim shall be presented by the claimant or by a person acting on his behalf.)

NAME OF DISTRICT: Mesa Water District, Costa Mesa

1 Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.
*Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking medical damages, we **MUST** have both your Social Security Number and your date of birth.*

Name: Brian Richardson

Phone Number: [REDACTED]

Address(es): [REDACTED]

Social Security No.: [REDACTED]

Date of Birth: [REDACTED]

E-mail: [REDACTED]

2 List name, address, and phone number of any witnesses.

Name: [REDACTED]

Address: [REDACTED]

Phone Number: [REDACTED]

3 List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.

Date: 5/18/23 Time: 9am-3pm Place: Baleric Drive to Silva Circle

Tell What Happened (give complete information):

Please contact [REDACTED] as we have been working directly with him.
- Mesa Water conducted two main water shut-offs for maintenance
massive amounts of sediment ran through our pipes
and clogged our kitchen faucet, greatly affecting water pressure
- Coast Plumbing performed cleanout service to restore water pressure.
NOTE: Attach any photographs you may have regarding this claim.

4 Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.

\$75 out-of-pocket to resolve issue and [REDACTED]
said we will be reimbursed. Water pressure has been restored.

5 Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.

We spoke with a [REDACTED]
I believe

6 The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

\$75 USD

Date: 5/24/23 Time: 11:00am

Signature: [Signature]

ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!



Plumbing, Heating & Air, Inc., Lic# 771970

17390 Mt Cliffwood Circle
Fountain Valley, CA 92708

Phone: 714-241-1414 • Fax: 714-241-1103
www.CoastPlumbing.com

INVOICE NO. 94341

C.O.D. ACCT.

DATE	5-19-11
TECHNICIAN	T28
JOB #	1971
PO #	
ACCOUNT #	02
JOB START DATE	
PAID BY: <input type="checkbox"/> C.C. <input type="checkbox"/> CASH <input checked="" type="checkbox"/> CHK #	1918

NAME	Richardson Martin		
ADDRESS	[REDACTED]		
CITY	STATE	ZIP	
HOME PHONE	WORK PHONE		

DIAGNOSIS/SOLUTION:

clean check valves under
KS faucet

ADDITIONAL REMARKS:

WORK AUTHORIZATION

AUTHORIZATION TO PROCEED WITH THE ABOVE DIAGNOSIS / SOLUTION - I, the undersigned, am owner / authorized representative / tenant of the premises at which the work mentioned above is to be done. I hereby authorize you to perform Diagnosis / Solution, and to use such labor and materials as you deem advisable. A monthly service charge of 1.5% will be add after 30 days, up to \$1,000. I agree to pay reasonable attorney's fees and court costs in the event of legal action. If my check bounces, I could be liable for 3 times the amount of the check or \$100.00, whichever is more, plus the face value of the check and court costs. I have read and agree to all the terms and conditions set forth on the face and reverse side hereof, and have received a copy of the contract and Notice to Owner (Section 7018.5-Contractors License Law) on the reverse side.

[Handwritten signature]

ACCEPTANCE OF WORK PERFORMED - I find the service and materials rendered and installed in connection with the above work mentioned, to have been completed in a satisfactory manner. I agree that the amount set forth on this contract in the space labeled "TOTAL" to be the total and complete flat rate / minimum charge. I agree to pay reasonable attorney's fees and court costs in the event of legal action. A monthly service charge of 1.5% will be added after 30 days. I acknowledge that I have read and received a legible copy of this contract and have read the Notice to Owner on the reverse side.

I HEREBY AUTHORIZE YOU TO PROCEED WITH THE ABOVE WORK AT A FLAT RATE OF: \$ _____

Authorized Signature: _____

Acceptance Signature: _____ DATE: _____



**24
HOUR
EMERGENCY
SERVICE**



We Support Our Troops

TOTAL 75.00

**DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT
CODE SECTION 53232.3(d)**

In accordance with CA Government Code 53232.3(d), the following report identifies the meetings for which Mesa Water Directors received expense reimbursement.

Jim Atkinson

Meetings Attended

Reimbursement Date:	Description, Date
06/26/23	CA-United Water Conference, 6/21 – 6/23

Fred R. Bockmiller, P.E.

Meetings Attended

Reimbursement Date:	Description, Date
06/29/23	Meeting w/ General Manager, 5/22
06/29/23	Meeting w/ General Manager, 6/9

Marice H. DePasquale

Meetings Attended

Reimbursement Date:	Description, Date
06/15/23	Washington DC Advocacy Meetings, 6/5 – 6/8
06/29/23	ACWA Region 10 Meeting, 6/29

Shawn Dewane

Meetings Attended

Reimbursement Date:	Description, Date
06/20/23	Meeting w/ General Manager and R. Lurya, 5/30
06/20/23	Washington DC Advocacy Meetings, 6/5 – 6/8
06/26/23	MWDOC Water Policy Forum, 6/22

James R. Fisler

Meetings Attended

Reimbursement Date:	Description, Date
06/29/23	Moulton Niguel Water District Board Meeting, 6/8
06/29/23	OC Vector Control Board Meeting, 6/15
06/29/23	Trabuco Canyon Water District Board Meeting, 6/15