



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Wednesday, September 13, 2023
1965 Placentia Avenue, Costa Mesa, CA 92627
4:30 p.m. 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.

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 August 9, 2023.
2. Approve minutes of regular Board meeting of August 23, 2023.
3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events

PRESENTATION AND DISCUSSION ITEMS:

5. WATER PRODUCTION RESOURCES FOR A PERPETUAL AGENCY:

Recommendation: Receive the presentation.

6. MESA WATER EDUCATION CENTER GRAND OPENING:

Recommendation: Receive the presentation.



7. PROCEDURE FOR WILL-SERVE LETTERS:

Recommendation: Receive the presentation.

8. POTABLE AND RECYCLED WATER RATES:

Recommendation: Receive the presentation.

9. PREFERENCE TO BUY AMERICAN-MADE MANUFACTURED GOODS:

Recommendation: This item is provided for discussion.

ACTION ITEMS:

10. SCADA CONTROL ROOM AND WET LAB UPGRADE PROJECT:

Recommendation: Approve a change order to Hamel Contracting Inc.'s contract for construction of the SCADA Control Room and Wet Lab Upgrade Project for an amount not to exceed \$600,000 to execute construction change orders in excess of the project's contingency, and authorize execution of the change order.

REPORTS:

11. REPORT OF THE GENERAL MANAGER

12. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

13. CLAIM OF LINDA DIXON

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

CLOSED SESSION:

15. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to California Government Code Sections 54956.9(a) and 54957.1(a)(2) – based on existing facts and circumstances, the Board is meeting with Special Legal Counsel.
Number of Cases: 1



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,
SEPTEMBER 27, 2023 AT 4:30 P.M.**



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, August 9, 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 4:33 p.m. by President Dewane.

PLEDGE OF ALLEGIANCE

Director Fisler led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Jim Atkinson, Director
Fred R. Bockmiller, P.E., Director
James R. Fisler, Director

Directors Absent

Marice H. DePasquale, Vice President

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
Tracy Manning, Chief Operating Officer
Andrew D. Wiesner, P.E., District Engineer
Stacy Taylor, Water Policy Manager
Kaitlyn Norris, Public Affairs Specialist
Camille Shehadeh, Senior Human Resources Analyst
Celeste Carrillo, Senior Public Affairs Specialist
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Linda Pandey, Learning Development Consultant, Gallup, Inc.

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:

1. Approve minutes of regular Board meeting of July 12, 2023.
2. Approve minutes of regular Board meeting of July 26, 2023.

3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events

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 – 4 of the Consent Calendar. Motion passed 4 – 1, with Vice President DePasquale absent.

PRESENTATION AND DISCUSSION ITEMS:

5. 2023 EMPLOYEE ENGAGEMENT SURVEY:

Senior Human Resources Analyst Shehadeh provided a brief overview of the topic and introduced Gallup, Inc. Learning Development Consultant Linda Pandey who provided a presentation that highlighted the following:

- The Four Levels and 12 Items That Matter for Engagement – Gallup’s Q12
- Mesa Water: 2022 Engagement Summary
- Mesa Water: 2023 Engagement Summary
- 2023 Employee Engagement Survey Results
 - Key Data Highlights
 - Overall Employee Engagement Results
- Next Steps

Ms. Pandey responded to questions from the Board and they thanked her for the presentation.

6. PUBLIC AFFAIRS FISCAL YEAR 2024 PLAN:

Senior Public Affairs Specialist Carrillo and Public Affairs Specialist Norris provided a presentation that highlighted the following:

- Mesa Water Strategic Plan Goals
- Objectives
- Strategy
- PESO Model
- Welcome & 25th Anniversary Program
- Customer Communications
- Community Events
- Hosted Events
- Sponsorships
- High Schools & Colleges Outreach
- Water Use Efficiency Education
- Digital Outreach – Social Media
- Internal Communications
- Media Relations

- Award Entries
- Mesa Water Education Center Grand Opening

Mses. Carrillo and Norris responded to questions from the Board and they thanked them for the presentation.

7. MESA WATER EDUCATION CENTER LOBBY EXHIBIT:

GM Shoenberger provided a brief overview of the topic. The Board reviewed two video options for the Mesa Water Education Center Lobby Exhibit.

Discussion ensued amongst the Board.

The Board directed staff to develop a third option.

8. BOARD WORKSHOP PLANNING:

GM Shoenberger reviewed the proposed agenda topics for the Board Workshop.

Discussion ensued amongst the Board.

The Board offered staff additional topics to add to the workshop agenda.

ACTION ITEMS:

9. POTABLE AND RECYCLED WATER RATES:

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

MOTION

Motion by Director Bockmiller, second by Director Fidler, to award a contract to Raftelis Financial Consultants, Inc. for \$42,430 to provide a potable and recycled water rate study for the purpose of establishing water rate schedules for the next five years, and authorize execution of the contract. Motion passed 4 – 1, with Vice President DePasquale absent.

REPORTS:

10. REPORT OF THE GENERAL MANAGER

11. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

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

President Dewane announced the Board was going into Closed Session at 5:58 p.m.

CLOSED SESSION:

13. CONFERENCE WITH GENERAL LEGAL COUNSEL – ANTICIPATED LITIGATION:
Initiation of litigation pursuant to California Government Code Section 54956.9(d)(4)
Number of Cases: 1

The Board returned to Open Session at 6:25 p.m.

Attorney Anslow announced that the Board conducted one Closed Session with the General Manager, District Secretary, Chief Financial Officer, Chief Operating Officer, District Engineer and General Legal Counsel pursuant to California Government Code Section 54956.9(d)(4). The Board received information and there was no further announcement.

President Dewane adjourned the meeting at 6:28 p.m. to a Regular Board Meeting scheduled for Wednesday, August 23, 2023 at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, August 23, 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

Director Bockmiller led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Jim Atkinson, Director *(teleconference)*
Fred R. Bockmiller, P.E., Director
James R. Fidler, Director

Directors Absent

Marice H. DePasquale, Vice President

Staff Present

Marwan Khalifa, CPA, MBA, Acting General Manager/
Chief Financial Officer/District Treasurer
Denise Garcia, Chief Administrative Officer/
District Secretary
Tracy Manning, Chief Operating Officer
Andrew D. Wiesner, P.E., District Engineer
Stacy Taylor, Water Policy Manager
Kurt Lind, District Business Administrator
Celeste Carrillo, Senior Public Affairs Specialist
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Marc Quitoriano, Senior Account Executive II, Southern California Gas

District Secretary Garcia stated one Mesa Water Director was attending the meeting via teleconference.

For each action, a roll call vote was taken in accordance with California Government Code Section 54953(b)(2) which states, "all votes taken during a teleconferenced meeting shall be by roll call."

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

Acting General Manager Khalifa reported there were no items to be added, removed, or reordered on the agenda.

CONSENT CALENDAR ITEMS:

1. Receive and file the Developer Project Status Report.
2. Receive and file the Mesa Water and Other Agency Projects Status Report.
3. Receive and file the Water Quality Call Report.
4. Receive and file the Accounts Paid Listing.
5. Receive and file the Monthly Financial Reports.
6. Receive and file the Outreach Update.
7. Receive and file the Fiscal Year 2023 Fourth Quarter Financial Update.
8. Receive the Quarterly Training Report for April 1, 2023 to June 30, 2023.

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

MOTION

Motion by Director Bockmiller, second by Director Fisler, to approve Items 1 – 8 of the Consent Calendar. Motion passed 4 – 1, by the following roll call vote:

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

PRESENTATION AND DISCUSSION ITEMS:

9. **BALANCED ENERGY SOLUTIONS:**

Chief Operating Officer Manning provided a brief overview of the topic and introduced Southern California Gas Senior Account Executive II Marc Quitarano who proceeded with a presentation that highlighted the following:

- About SoCalGas
- Reliable Natural Gas
- Mesa Water District's Gas Usage
- Customer Services and Programs
- Aspire 2045
- Accelerating the Transition to Clean Energy
- Protecting the Climate and Improving Air Quality in Our Communities
- Increasing Clean Energy Access and Affordability
- Advancing a Diverse, Equitable, and Inclusive Culture for All
- Achieving World-Class Safety

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

10. KEY MESSAGE WATER QUALITY:

Senior Public Affairs Specialist Carrillo provided a presentation that highlighted the following:

- Mesa Water Key Messages
- Mesa Water is Safe
- Is My Water Safe?

Ms. Carrillo responded to questions from the Board and they thanked her for the presentation.

ACTION ITEMS:

11. APPOINTMENT OF AN ADDITIONAL ASSISTANT DISTRICT TREASURER:

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

MOTION

Motion by President Dewane, second by Director Bockmiller, to:

- a. Appoint Kurt Lind as an additional Assistant District Treasurer, effective August 23, 2023;
- b. Confirm the delegation of the same authority to the Assistant District Treasurer as the District Treasurer, as previously confirmed by the Board of Directors; and
- c. Authorize a prorated stipend of \$220 per meeting for the Assistant District Treasurer when acting in the role of the District Treasurer, as previously authorized by the Board of Directors.

Motion passed 4 – 1, by the following roll call vote:

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

REPORTS:

12. REPORT OF THE GENERAL MANAGER:

- July Key Indicators Report

13. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

14. FISCAL YEAR 2023 ANNUAL SOLE SOURCE AND COVID-19 EMERGENCY AUTHORIZATION SOLE SOURCE REPORTS

15. FEDERAL ADVOCACY UPDATE

16. STATE ADVOCACY UPDATE

17. ORANGE COUNTY UPDATE

President Dewane adjourned the meeting at 5:30 p.m. to a Regular Board Meeting scheduled for Wednesday, September 13, 2023 at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer

Unapproved



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Chief Administrative Officer
DATE: September 13, 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:

September 21 - 22, 2023	
P3 Water Summit	
San Diego, CA	
September 30 - October 4, 2023	
WEFTEC Conference	
Chicago, IL	
October 13, 2023	
OC Water Summit	<i>Atkinson, DePasquale, Dewane, Fisler</i>
Costa Mesa, CA	
October 18 - 20, 2023	
CALAFCO Annual Conference	
Monterey, CA	
October 23 - 26, 2023	
AWWA CA-NV Annual Fall Conference	
Las Vegas, NV	
November 7 - 8, 2023	
SWMOA Annual Symposium	
Irvine, CA	
November 28 - 30, 2023	
ACWA Fall Conference	<i>Atkinson, Bockmiller, DePasquale, Fisler</i>
Indian Wells, CA	
December 13 - 15, 2023	
Colorado River Water Users Association Conference	
Las Vegas, NV	

2024 CONFERENCES, SEMINARS, AND MEETINGS:

February 5, 2024	
CMUA Annual Capitol Day	
Sacramento, CA	
February 8 - 9, 2024	
CalDesal Annual Conference	
Sacramento, CA	
February 21 - 23, 2024	
Urban Water Institute Spring Conference	
Palm Springs, CA	
February 27 - 29, 2024	
ACWA Annual Washington D.C. Conference	
Washington, D.C.	
March 4 - 7, 2024	
Jt. CA-NV AWWA/AMTA Spring Conference	
West Palm Beach, FL	
March 11 - 13, 2024	
Public-Private Partnership Conference	
Dallas, TX	
March 11 - 14, 2024	
WaterReuse Symposium	
Denver, CO	

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 R/S to 9/8 WACO (VITRUAL)	2
3	4 District Holiday 8:30am R/S to 9/5 MWDOC Planning & Operations Committee Meeting (VIRTUAL)	5 7:30am ISDOC Executive Committee Meeting 8:30am R/S from 9/4 MWDOC Planning & Operations Committee Meeting 6:00pm Costa Mesa City Council Meeting	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 7:30am R/S from 9/1 WACO (VIRTUAL)	9
10	11 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	2023 CAJPA Fall Conference (South Lake Tahoe)			15 11:00am State of the City Luncheon (3050 Bristol Street Costa) 12:00pm OCWD Admin & Finance (IN	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 11:30am ISDOC Quarterly Luncheon (18700 Ward Street, Fountain Valley, CA 92708)	29	30 WEFTEC Conference (Chic. →)

October 2023

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 1	2	3	4	5	6	7
← From Sep 30	WEFTEC Conference (Chicago, IL)			Pay Period Ends	7:30am WACO (VITRUAL)	
	8:30am MWDOC Planning & Operations Committee Meeting (VIRTUAL)	7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting	8:30am Jt. MWDOC/MWD 12:00pm Executive Committee Meeting 5:30pm OCWD Board	12:00pm OCWD Communications/Legislative (IN PERSON AND VIRTUAL)		
8	9	10	11	12	13	14
	5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	8:00am OCBC Infrastructure Committee (HYBRID)	Payday 8:15am LAFCO Meeting (400 W Civic Center) 8:30am MWDOC Admin 12:00pm OCWD Water 4:30pm Board Meeting	12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	7:00am OC Water Summit (686 Anton Blvd, Costa Mesa, CA 92626) - Andie Jacobsen	
15	16	17	18	19	20	21
		7:30am WACO Planning Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (HYBRID)	CALAFCO Annual Conference (JF is a no) (Monterey, CA)		Pay Period Ends 8:30am MWDOC Executive Committee (VIRTUAL)	
			8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (VIRTUAL)			
22	23	24	25	26	27	28
	AWWA CA-NV Annual Fall Conference (Las Vegas, NV)				8:00am OCWD Groundwater Adventure Tour (18700 Ward Street, Fountain Valley, CA)	
	5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)		Payday 8:30am Jt. MWDOC/OCWD 4:30pm Board Meeting (Boardroom)			
29	30	31	Nov 1	2	3	4
	3:30pm Mesa Water District Fall Board Workshop (Mesa Water District (1965 Placentia Ave, Costa Mesa, CA 92627))					

November 2023

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 29	30	31	Nov 1 8:30am Jt. MWDOC/MWD 12:00pm Executive Committee Meeting 5:30pm OCWD Board Meeting	2 Pay Period Ends 12:00pm OCWD Communications/Legislative (IN PERSON AND VIRTUAL)	3 7:30am WACO (VITRUAL)	4
5	6 8:30am MWDOC Planning & Operations Committee Meeting (VIRTUAL)	7 SWMOA Annual Symposium (Irvine, CA) 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting	8 Payday 8:15am LAFCO Meeting 8:30am MWDOC Admin 12:00pm OCWD Water 4:30pm Board Meeting	9 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	10 District Holiday	11 District Holiday
12	13 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	14 9:00am ACC-OC Energy, Environment and Water Committee Meeting (VIRTUAL)	15 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (VIRTUAL)	16 Pay Period Ends 8:30am MWDOC Executive Committee (VIRTUAL) 4:00pm Costa Mesa Chamber of	17	18
19	20	21 7:30am WACO Planning Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (HYBRID)	22 Payday	23 District Holiday	24 District Holiday	25
26	27 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	28 ACWA/JPIA Fall Conference (Indian Wells, CA)	29	30 Pay Period Ends	Dec 1	2



UPCOMING COMMUNITY OUTREACH EVENTS

Event	Date & Time	Location
Festival of Children	September 2 – 24, 2023	Jewel Court South Coast Plaza 3333 Bristol Street Costa Mesa, CA 92626
Power of One Foundation's Trunk or Treat	Saturday, October 28, 2023 4:00 p.m. - 7:00 p.m.	Ikea Parking Lot 1475 South Coast Drive Costa Mesa, CA 92626



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MEMORANDUM

TO: Board of Directors
FROM: Tyler Jernigan, Assistant Water Operations Manager
DATE: September 13, 2023
SUBJECT: Water Production Resources for a Perpetual Agency

RECOMMENDATION

Receive the presentation.

STRATEGIC PLAN

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

PRIOR BOARD ACTION

None.

DISCUSSION

Mesa Water District (Mesa Water®) supplies 100% local, reliable and safe water. Continually achieving this goal is due in great part to the Board of Director's (Board) foresight in investing in and perpetually improving Mesa Water-owned infrastructure. Seven clear wells and the Mesa Water Reliability Facility (MWRF) ensure the water that is served to Mesa Water's customers will remain local and readily available. Producing water locally also ensures the cost of water remains lower than if the District were dependent upon imported water. The Board has set these goals as part of the Strategic Plan in support of the Board's perpetual agency philosophy.

Staff developed the Production System Operations Plan (PSOP) to provide detailed guidance for operating and monitoring the water system, as well as reporting requirements and system-related responsibilities for operators and management. This resource serves as a tool for establishing uniform work standards, processes, and procedures that clearly outline industry best practices and Mesa Water-specific methods for effective and efficient operation of the water system. This document is continually updated as new or improved infrastructure is placed online.

The PSOP consists of the following components:

1. **Mesa Water Policies:** Mesa Water's existing policies are supporting documents and standards related to employee requirements, work standards, and Mesa Water regulations. The policies included in the PSOP include:
 - a. Computerized Maintenance Management System (CMMS) Employee Handbook
 - b. Employee Rules and Regulations
 - c. Mesa Water Standard Specifications
 - d. Production Duty Policy
 - e. Production Operator Handbook
 - f. Rules and Regulations for Water Service



2. **System Operations:** Mesa Water staff use the following standards outlined in the PSOP when performing Mesa Water work:
 - a. Standard Operating Procedures (SOPs)
 - b. Operational Requirements
 - c. Planning
 - d. Production Duty
 - e. Operator Duties

3. **Chemical Management:** Mesa Water staff utilize this section for maintaining proper chemical quantities at each site, dosing appropriately, and inspecting and operating the chemical systems. The elements within this section are:
 - a. Mesa Water Facilities
 - b. Chemical Forecasting
 - c. Chemical Deliveries
 - d. Inspections
 - e. Operations and Monitoring
 - f. Water Operations Supervisor Actions

4. **Water Quality:** A clear summary of maintaining a level of water quality, along with the following associated responsibilities of staff, is outlined in this section:
 - a. Water Quality Responsibilities
 - b. Reservoir Management

5. **Preventative Maintenance and Capital Replacement Work:** Preventative maintenance and Capital Replacement work are cornerstones to maintaining and extending the useful life of Mesa Water's assets. This section summarizes how this work is to be performed and reported:
 - a. Scheduled Work
 - b. Unplanned Work
 - c. Vendor Support
 - d. Work Monitoring and Reporting

6. **Material Acquisition:** The acquisition of parts, materials, and supplies are key for the successful and timely accomplishment of planned and unplanned work. The framework is laid out in this section for proper acquisition of materials:
 - a. Purchasing Process
 - b. Funding Approval
 - c. Water Operations Supervisor Oversight

7. **Communications:** The following actions are detailed for each group of staff members to foster successful communication:
 - a. Operators
 - b. Production Duty Operator (PDO)
 - c. Water Operations Supervisor



Due to the Board's vision and leadership, Mesa Water has tools and processes in place to ensure the water system will continue in perpetuity with an abundant supply of locally sourced, reliable and safe water.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Celeste Carrillo, Senior Public Affairs Specialist
DATE: September 13, 2023
SUBJECT: Mesa Water Education Center Grand Opening

RECOMMENDATION

Receive the presentation.

STRATEGIC PLAN

Goal #4: Increase favorable opinion of Mesa Water.
Goal #6: Provide excellent customer service.

PRIOR BOARD ACTION

None.

DISCUSSION

Mesa Water District's (Mesa Water®) outreach program aims to connect Mesa Water with its constituents to achieve Goal #4 of the Board of Directors' (Board) Strategic Plan. Outreach activities include educating and informing the District's constituents about Mesa Water, water issues, and water in general.

Construction of the long-anticipated Mesa Water Education Center (MWEC) is nearing completion and exhibit installation is under way. All work is scheduled for completion in early fall 2023. The MWEC is the only facility of its kind in Orange County and will be a premier destination for fifth grade school fieldtrips, civic, business and community organizations, residents and other visitors to learn more about Mesa Water.

The MWEC grand opening is a celebratory milestone in Mesa Water's history, and it will be a tremendous opportunity for Mesa Water to engage with industry leaders, elected officials, business and community leaders and customers to debut the educational programming.

The grand opening public outreach plan features a series of events to welcome target audiences to the new MWEC.

FINANCIAL IMPACT

In Fiscal Year 2024, \$906,450 is budgeted for Public Affairs Support Services; \$66,750 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Andrew D. Wiesner, P.E., District Engineer
DATE: September 13, 2023
SUBJECT: Procedure for Will-Serve Letters

RECOMMENDATION

Receive the presentation.

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

None.

DISCUSSION

Periodically, Mesa Water District (Mesa Water®) will receive a request from a customer, developer, or government agency for a "Will-Serve Letter." Requests for Will-Serve Letters are rare and average only one per year. A Will-Serve Letter provides a conditional statement that, as of the date of the letter, water supply and facilities are available to serve the proposed project. Currently, staff does our due diligence to evaluate all Will-Serve Letter requests and plan checks to determine if the requested water supplies are available or if further investigation is needed. It would be beneficial to Mesa Water to develop a formal procedure to process Will-Serve Letter requests. Staff is recommending the following procedure for the response to these requests:

- Upon request for a Will-Serve Letter, the District Engineer will review the request.
- Requests will not be considered until sufficient information is provided to determine the potential impacts to water supplies of the project. This information should include, for example:
 - The location of the project, type of use, number of units, estimated fixtures, and preliminary plans.
- Following the initial review of the project, approval of the Will-Serve Letter shall be obtained.
 - If the project consists of four or fewer residential parcels, the District Engineer is authorized to approve the Will-Serve Letter.
 - If the project consists of more than four residential parcels or a commercial, industrial, or institutional development, the General Manager is authorized to approve the Will-Serve Letter.

The Will-Serve Letter will not constitute a guarantee for water service and, since they are a way to mitigate a developer's risk, they will not be required for any project. Will-Serve Letters will only be considered upon request. All customer projects will continue to require Plan Check per Mesa Water's Rules and Regulations for Water Service. In the past year, Mesa Water has started four new commercial, industrial, institutional, and larger residential customer projects. None have requested a Will-Serve Letter.



FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Will-Serve Letter Template



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*President
Division V*

Marice H. DePasquale
*Vice President
Division III*

Jim Atkinson
*Director
Division IV*

Fred R. Bockmiller, P.E.
*Director
Division I*

James R. Fisler
*Director
Division II*

Paul E. Shoenberger, P.E.
General Manager

Denise Garcia
District Secretary

Marwan Khalifa, CPA, MBA
District Treasurer

**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

Date

Name
Entity
Address 1
Address 2

Subject:

Dear Name:

There is sufficient water supply and adequate pressure to serve the subject project, including fire protection. However, the developer will be required to provide all necessary improvements to existing infrastructure and be responsible for all associated costs resulting from development activities as identified through the plan check review and approval process.

Please be advised that proper applications and financial arrangements will be completed with Mesa Water District (Mesa Water®) for the installation of domestic water services, water mains, fire hydrants and fire services as the subject project is within the boundaries of Mesa Water.

The water systems are to be installed by the developer and shall comply with Mesa Water's standard specifications.

Upon application for new water service, an Engineering Plan Check fee, Construction Inspection deposit, Meter Installation deposit, and Construction Performance Bond shall be paid. Additionally, Capacity Charges will be paid prior to approval of plans and issuance of a construction permit.

The developer shall contact Mesa Water immediately so the proposed project development can be evaluated and the appropriate project requirements and deposits can be determined.

Sincerely,

Andrew D. Wiesner, P.E.
District Engineer



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 13, 2023
SUBJECT: Potable and Recycled Water Rates

RECOMMENDATION

Receive the presentation.

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.

PRIOR BOARD ACTION/DISCUSSION

At its January 12, 2022 meeting, the Board of Directors (Board) adopted Resolution No. 1559 Determining Compliance with Procedural Requirements, Making Findings, Revising Water Rates, Revising Meter Rates, Adopting a Capital Charge, Revising Fireline Stand-By Charges, and Adopting a Rate and Charge Implementation Schedule, Amending the Water Rate and Charge Schedule, and Taking Related Actions.

At its April 18, 2023 workshop, the Board received a presentation from staff detailing recent inflation numbers and their impact on the District's financial landscape and budget for the foreseeable future. The Board directed staff to agendize Rate Adjustment Options at a future meeting.

At its May 24, 2023 meeting, the Board directed staff to implement Budgetary Option 1 – hire a rate consultant to conduct a rate study in 2023, conduct a rate hearing in December 2023 and implement any rate adjustments in January 2024.

At its August 9, 2023 meeting, the Board awarded a contract to Raftelis Financial Consultants, Inc. (Raftelis) for \$42,430 to provide a potable and recycled water rate study for the purpose of establishing water rate schedules for the next five years, and authorized execution of the contract.

BACKGROUND

Mesa Water District (Mesa Water®) has a perpetual agency philosophy requiring a scheduled, systematic review of its long-range financial plan and goals. This review includes the evaluation and updating of the District's rate schedules to ensure sufficient funds are available to meet the Board's Strategic Plan. To ensure the abundance of local, reliable and safe water for the community, it is important to conduct a regular review of rates, in relation to costs, and to make any needed adjustments.



Over the past decade, Mesa Water’s responsible rates and cost controls have continued to result in the District accomplishing a number of key achievements, among them:

- Efficient Operations – Since Fiscal Year 2011, Mesa Water has consistently remained one of Orange County’s most efficient water agencies based on expenditures per capita.
- Financial Strength and Stability – Both Fitch and Standard & Poor’s have reaffirmed Mesa Water’s AAA rating due to the District’s prudent financial policies. Additionally, in Fiscal Year 2021, Mesa Water approved a \$70MM Capital Improvement Program Renewal.

In January 2022, the Board set water rates based upon a multi-year financial study which projected the future costs of providing high quality and reliable water service, servicing long-term debt, financing current and planned infrastructure projects, and funding Mesa Water’s designated funds.

That rate study considered a number of inflationary costs; these assumptions were significantly below the actual inflation numbers encountered in 2022 and 2023. With these historically high inflation numbers, the rising Replenishment Assessment from Orange County Water District, and soaring utility costs, staff recommended conducting a rate study to consider a new rate schedule.

DISCUSSION

In August 2023, Raftelis was awarded a contract to provide a potable and recycled water rate study based upon multi-year financial and inflationary projections.

When the last rate study was completed in October 2021, the inflationary projections were as follows:

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
General	2.5%	2.5%	2.5%	2.5%	2.5%
Payroll	3.5%	3.5%	3.5%	3.5%	3.5%
Utilities	3.5%	3.5%	3.5%	3.5%	3.5%
Groundwater Basin Replenishment Assessment	6.5%	4.8%	6.9%	7.3%	5.7%
Imported Water Volumetric Costs	5.0%	5.3%	6.5%	6.0%	6.0%
Imported Water Fixed Supply Costs	3.5%	3.5%	3.5%	3.5%	3.5%

Raftelis prepared the following current forecast for inflation over the next five years:

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
General	4.5%	4.5%	4.5%	4.5%	4.5%
Payroll	4.0%	3.0%	3.0%	3.0%	3.0%
Utilities	7.0%	6.6%	6.6%	6.6%	6.6%
Groundwater Basin Replenishment Assessment	11.8%	10.8%	11.0%	10.0%	10.0%
Imported Water Volumetric Costs	4.9%	5.3%	6.5%	6.0%	6.0%
Imported Water Fixed Supply Costs	3.5%	7.0%	6.0%	6.0%	6.0%



The inflation forecasts above are based on available Consumer Price Index data for Los Angeles and Orange County, the District’s most recent Memorandum of Understanding effective January 1, 2023, and forecasted cost increases from Orange County Water District and Metropolitan Water District of Southern California.

Proposed Scenarios

At the September 13, 2023 meeting, staff will present the Board with several forecast scenarios for the years 2024-2028, each of which will meet the Board’s days cash goals, debt coverage ratios, and capital improvement targets.

For each scenario, Mesa Water will continue to provide high-quality and reliable water service and to finance current and planned infrastructure projects.

Proposed Schedule

Should the Board wish to proceed with a rate adjustment, the schedule below is suggested:

Date	Action
Wednesday, September 13, 2023	Present Financial Model Scenarios
Wednesday, October 11, 2023	Review Rate Options
Wednesday, October 25, 2023	Receive Final Draft of Rate Study
Wednesday, October 25, 2023	Schedule Public Hearing
Thursday, October 26, 2023	Mail Prop. 218 Notice
Wednesday, December 13, 2023	Conduct Public Hearing

FINANCIAL IMPACT

There is no financial impact for the discussion of this matter.

The financial impact will be based on the Board’s selection, if any, of a five-year water rate adjustment.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 13, 2023
SUBJECT: Preference to Buy American-Made Manufactured Goods

RECOMMENDATION

This item is provided for discussion.

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.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Mesa Water District (Mesa Water®) has a long-standing practice of supporting local business in Costa Mesa. The practice includes promoting businesses in the community by procuring goods and services locally when the option is available. The effort to locally source materials, supplies and services benefits our local economy by directly investing money through the issuance of orders and contracts to local businesses.

In recent years, there has been a growing interest in promoting domestic manufacturing, thus reducing reliance on foreign-produced goods. The current global landscape highlights the importance of having a reliable supply chain to maintain Mesa Water's critical infrastructure. By favoring American-made manufactured goods, the District can mitigate potential vulnerabilities and ensure a stable flow of essential products.

Approving a preference to purchase American-made manufactured goods is a strategic step toward supporting our local economy. By prioritizing American-made products, the District can help stimulate the economy by enhancing job opportunities and economic stability domestically.

Staff recommends agendaizing this topic at the September 27, 2023 Board of Directors' meeting to incorporate language into our Purchase Approval Policy that will express a preference for purchasing American-made manufactured goods, particularly in cases where price, quality, and availability are comparable.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Andrew D. Wiesner, P.E., District Engineer
DATE: September 13, 2023
SUBJECT: SCADA Control Room and Wet Lab Upgrade Project

RECOMMENDATION

Approve a change order to Hamel Contracting Inc.'s contract for construction of the SCADA Control Room and Wet Lab Upgrade Project for an amount not to exceed \$600,000 to execute construction change orders in excess of the project's 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 Supervisory Control and Data Acquisition (SCADA) Control Room and Wet Lab Upgrade Project, Mesa Water Reliability Facility (MWRf) parking improvements, and the development and implementation of the Education Center Program.

At its August 25, 2020 Committee meeting, the Board approved the SCADA Control Room and Wet Lab Upgrade Project design concept with changes to the air conditioning and reflective roof, and authorized staff to proceed with design development activities.

At its October 26, 2021 Committee meeting, the Board awarded a contract to Hamel Contracting, Inc. for \$4,053,008 and a 10% contingency of \$405,301 for a total contract amount not to exceed \$4,458,309 to provide construction for the SCADA Control Room and Wet Lab Upgrade Project, and authorized the General Manager to execute the contract.

At its January 11, 2023 meeting, the Board approved a change order to Hamel Contracting Inc.'s contract for construction of the SCADA Control Room and Wet Lab Upgrade Project for an amount not to exceed \$405,000 to execute construction change orders in excess of the project's 10% contingency, and authorized execution of the change order.

DISCUSSION

Mesa Water District (Mesa Water®) is currently constructing the SCADA Control Room and Wet Lab Upgrade Project. The project has remodeled the existing Community Room to relocate the Administration Building to this space. The existing offices, SCADA Control Room, and Water Quality Lab have been demolished and a new structural steel building has been constructed to create an Education Center for community members and school groups to learn about Mesa Water and water treatment. The construction project is scheduled to be completed in November 2023.



Throughout construction of the SCADA Control Room and Wet Lab Upgrade Project, staff have been working with Hamel Contracting Inc. to manage construction change orders. The construction change orders have been due to factors such as changes in conditions and owner requests. To date, \$807,000 of the project's \$810,000 contingency has been expended for construction change orders. The project's construction manager is tracking another \$350,000 in potential change orders for the construction project. The potential change orders would bring the total change order amount to \$1,142,000 or 29% of the original construction bid cost.

Staff recommends that the Board approve a change order to Hamel Contracting Inc.'s contract for construction of the SCADA Control Room and Wet Lab Upgrade Project for an amount not to exceed \$600,000 to execute construction change orders in excess of the project's 20% contingency. This change order will increase the total construction project contingency to 35%.

FINANCIAL IMPACT

For the CIPR, \$5,331,000 is budgeted for the SCADA Control Room and Wet Lab Upgrade Project design and construction; \$5,650,305 has been spent to date.

	<u>Project Estimate Amounts</u>	<u>Project Cost Amounts</u>
Project Estimate	\$5,331,000	
Original Contracts		\$5,945,000
Change/Task Orders		\$ 810,000
Requested Funding		<u>\$ 600,000</u>
Revised Contracts		<u>\$7,355,000</u>
Actual Spent to Date		\$5,650,305
Revised Project Estimate	\$7,355,000	

ATTACHMENTS

None.

REPORTS:

11. REPORT OF THE GENERAL MANAGER

REPORTS:

12. DIRECTORS' REPORTS AND COMMENTS



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 13, 2023
SUBJECT: Claim of Linda Dixon

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

In July 2023, a valve broke in the early morning hours at Baker and Harbor which caused a service disruption in the vicinity of the break. The water was promptly shut off and customers in the affected service area were notified promptly through the GIS system as well as on social media. Service was restored later that same day and all affected customers were notified.

On July 25, 2023, Mesa Water District (Mesa Water®) received a claim from Ms. Linda Dixon stating that the water shutoff caused her water heater pump to burn out and ultimately break. She is requesting that she be reimbursed \$700 for the replacement of her water heater pump and the cost of the plumber she hired.

In accordance with Mesa Water's Rules and Regulations for Water Service under Section 2.5, Mesa Water does not, and will not, assume any liability for damages to private property or for personal injury as a result of interruptions in water service or variations in water pressure. Staff determined to deny the claim of Ms. Dixon.

LEGAL REVIEW

Staff consulted with Legal Counsel - Atkinson, Andelson, Loya, Ruud & Romo - who stated the claim was filled out and signed properly. Legal Counsel recommended that the claim in question be denied within 45 days of presentation. The claimant will have six months in which to file suit once the claim is denied.

After consultation with Legal Counsel, staff denied the claim within 45 days of presentation. The claim was denied in writing on September 6, 2023.



FINANCIAL IMPACT

There is no financial impact for this matter.

If a suit is filed, Mesa Water could expend funds, the amount of which is unknown at this time.

ATTACHMENTS

Attachment A: Claim Form

Attachment B: Denial Letter

7/25/23

Claim Form

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

NAME OF DISTRICT: Mesa Water District

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: LINDA W. BIXON 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: ()

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

Date: 7/14/23 Time: 6 AM Place: [REDACTED]

Tell What Happened (give complete information): Woke up at 3am to hear & see flashing yellow lights on Baker & water gushing down College. Figured everything was under control & went back to sleep. At around 6-6:30 am was awakened by a very loud screeching sound. Thought it was my car alarm. Went to garage & opened big door & learned it was not car. Went over to corner where hot water heater is located & discovered it was my circulation water pump. The pump was very hot so

NOTE: Attach any photographs you may have regarding this claim. (over)

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.

Burned out Circulation Water Pump

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

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.

\$ 700.00

RECEIVED

Date: _____ Time: _____ Signature: _____ JUL 25 2023

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

I unplugged it & went to call my plumber. No answer. Called the water district because I realized there was no water. No answer. Called the emergency # & found out from CM Fire & Police dispatch there was a major water break & crews were trying to repair. They said no water til later in the day.

Talked to my plumber who said he come by later in the day. When he arrived (after 4:30pm) we had water so he tested the unit. The unit continued to make the scratching sound. We left it on so we could see if the water circulating for a while would solve the problem. It didnt. We went out of town for weekend & left it unplugged. When we returned we tried again but it continued to make noise & get very hot.

The pump burned out due to the break & no notification to unplug. This unit was installed in Aug. 2021 when we redid all the plumbing in the house.

Please reimburse us for the installation fee and a new pump.

I have a video of the noise the pump makes. Feel free to contact me if you'd like to hear it or come to the house to hear & feel the very hot pump in person.



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Marwan Khalifa, CPA, MBA
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**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

September 6, 2023

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Ms. Linda Dixon
[REDACTED]

Re: Claim Filed for Ms. Linda Dixon

Notice is hereby given that the claim which you presented to the Mesa Water® Board of Directors or Officer on July 25, 2023 was rejected on September 5, 2023.

WARNING

Subject to certain exceptions, you have only six (6) months from the date this notice was personally delivered or deposited in the mail to file a State Court Action on this claim. See California Government Code §945.6. Your time for filing an action in federal court may be less than this six (6) months.

You may seek the advice of an attorney of your choice in connection with this matter. If you desire to consult an attorney, you should do so immediately.

In providing this notice, or by any other action it has taken on this claim, Mesa Water District (Mesa Water) does not intend to relinquish or waive any of its legal claims requirements or any rights or defenses potentially available to Mesa Water or its officers, directors, employees or agents.

Should you file a lawsuit in this matter which is determined to be in bad faith and without reasonable cause, please be advised that Mesa Water will attempt to recover all of its defense costs from you as allowed by California Code of Civil Procedure §128.7 and §1038.

If you have any questions about your claim, or this letter, please call the undersigned or our claims administrator at 800.231.5742.

Sincerely,

Denise Garcia
Chief Administrative Officer

c: Claim File

**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
08/03/23	OC Fair Event, 7/27

Fred R. Bockmiller, P.E. **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

Marice H. DePasquale **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

Shawn Dewane **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

James R. Fisler **Meetings Attended**

Reimbursement Date:	Description, Date
08/09/23	Moulton Niguel Water District Board Meeting, 6/8
08/09/23	Trabuco Canyon Water District Board Meeting, 6/15

CLOSED SESSION:

15. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to California Government Code Sections 54956.9(a) and 54957.1(a)(2) – based on existing facts and circumstances, the Board is meeting with Special Legal Counsel.
Number of Cases: 1