



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING  
TUESDAY, FEBRUARY 5, 2019 AT 12:00 PM  
PANIAN CONFERENCE ROOM**

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

**PUBLIC COMMENTS**

**Non-Agendized Matters:** Members of the public are invited to address the Board on matters which are not on the Agenda. Each speaker is limited to three minutes. The Board will set aside thirty (30) minutes for public comments.

**Agendized Matters:** Members of the public may comment on Agenda items before action is taken, or after the Board has discussed the item. Each speaker is limited to three minutes.

**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

**ACTION ITEMS:**

2. Association of California Water Agencies Joint Powers Insurance Authority Executive Committee Election
3. Surplus Property

**PRESENTATION AND DISCUSSION ITEMS:**

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

None

**REPORTS:**

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

**INFORMATION ITEMS:**

7. Other (no enclosure)



## **CLOSED SESSION:**

8. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION  
Pursuant to California Government Code Section 54956.9 (d)(1)  
Case: *Irvine Ranch Water District v. Orange County Water District*

*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 contact the District Secretary at (949) 631-1206. 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 utilizing 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](http://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 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Compensation and Expense Reimbursement	Ordinance No. 28	04/13/17	Review and update as needed  *Scheduled for the 02/14/19 Board meeting	03/26/18
Board Meeting Procedures	1509	02/08/18	Review and update as needed  *Scheduled for the 03/07/19 Board Workshop	02/08/18
Policy for Public Records	1421	08/28/12	Review and update as needed  *Scheduled for the 03/14/19 Board meeting	12/13/18
Conflict of Interest Reporting	1516	12/13/18	Biennial review and as needed to reflect changes in law and current staff positions	12/13/18
Delegation of Authority to General Manager	1507	01/18/18	Review and update as needed	01/18/18
Division Boundaries Revisions	1445	11/14/13	Reviewed every 10 years after census	11/14/13
Health Insurance Benefits for Directors	1342	03/27/07	Review and update as needed	03/27/07
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: Stacy Taylor, External Affairs Manager  
DATE: February 5, 2019  
SUBJECT: Association of California Water Agencies Joint Powers Insurance Authority Executive Committee Election

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### RECOMMENDATION

Recommend that the Board of Directors adopt Resolution No. XXXX Nominating Fred R. Bockmiller, P.E. to the Executive Committee of the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA).

### STRATEGIC PLAN

Goal #4: Increase public awareness about Mesa Water® and about water.  
Goal #7: Actively participate in regional water issues.

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

ACWA/JPIA is seeking nominations for their next Executive Committee. The elected Executive Committee members will serve a four-year term from May 2019 to May 2023.

This election will fill four Executive Committee member positions. There is one vacant position. The three incumbents are as follows:

- Bruce Rupp, Humboldt Bay Municipal Water District
- E.G. "Jerry" Gladbach, Santa Clarita Valley Water Agency
- W.D. "Bill" Knutson, Yuima Municipal Water District

Director Bockmiller has indicated a desire to serve as an Executive Committee member of ACWA/JPIA for the 2019-2023 term. Director Bockmiller currently represents Mesa Water District as a Board and Committee Member of the ACWA/JPIA, where he has served on the organization's Risk Management Committee for eleven years.

In order to be considered, a candidate must be a JPIA Director who represents a District that participates in all four of the JPIA's program: Liability, Property, Workers' Compensation, and Employee Benefits. The candidate must be endorsed by his/her district in the form of a nominating resolution and the candidate must also each receive concurring in nomination resolutions from three other JPIA members. All nominating and concurring in nomination resolutions and candidates' statement of qualifications must be submitted to ACWA/JPIA by Friday, March 22, 2019 at 4:30 p.m. Final notice of the upcoming Election of Executive Committee members will be included as part of the Board of Directors' meeting packet. The Executive Committee election will take place during the JPIA's Board of Directors' meeting to be held on May 6, 2019, at the Spring Conference in Monterey.



### FINANCIAL IMPACT

There is no financial impact for this recommended action.

### ATTACHMENTS

Attachment A: Draft Resolution No. XXXX

Attachment B: ACWA/JPIA Executive Committee Election Notice and Nomination Procedures

**RESOLUTION NO. XXXX**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
NOMINATING FRED R. BOCKMILLER, P.E.  
TO THE EXECUTIVE COMMITTEE  
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES  
JOINT POWERS INSURANCE AUTHORITY (ACWA/JPIA)**

WHEREAS, the Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, Mesa Water® is a member district of the ACWA/JPIA that participates in all four of its Programs: Liability, Property, Workers' Compensation, and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open position.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

- Section 1.** The Board of Directors of the Mesa Water District that its member of the ACWA/JPIA Board of Directors, Fred R. Bockmiller, P.E. be nominated as a candidate for the Executive Committee for the election to be held on May 6, 2019.
- Section 2.** The ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to effect such nomination.
- Section 3.** The District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED, SIGNED, and APPROVED this 14<sup>th</sup> day of February 2019 by a roll call vote.

AYES: DIRECTORS:  
NOES: DIRECTORS:  
ABSENT: DIRECTORS:  
ABSTAIN: DIRECTORS:

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Shawn Dewane  
President, Board of Directors

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Denise Garcia  
District Secretary



**To:** JPIA Members  
**From:** Sylvia Robinson, Publications & Web Editor  
**Date:** January 8, 2019  
**Subject:** 2019 JPIA Executive Committee Election Notice

There will be an Executive Committee election during the JPIA's Board of Directors' meeting to be held on May 6, 2019, at the spring conference in Monterey.

This election will fill four Executive Committee member positions, each for a four-year term each. The incumbents are E.G. "Jerry" Gladbach, Santa Clarita Valley WA; W.D. "Bill" Knutson, Yuima MWD; and Bruce Rupp, Humboldt Bay MWD. There is one vacant position.

JPIA Directors who are interested in being candidates for the election must represent a District that participates in all four of the JPIA's Programs: Liability, Property, Workers' Compensation, and Employee Benefits.

The candidates' district must submit a nominating resolution and the candidates must also each receive concurring in nomination resolutions from **three** other JPIA members. However, JPIA members may **concur** in the nomination of as many candidates as they wish.

These nominations must reach the JPIA by the close of business (4:30 pm) on **Friday, March 22, 2019**. Nominations may be mailed to the attention of Sylvia Robinson at the JPIA: P. O. Box 619082, Roseville, CA 95661-9082 or emailed to [srobinson@acwajpia.com](mailto:srobinson@acwajpia.com).

The nominating procedures and copies of the nominating and concurring in nomination resolutions can be found on the JPIA's website.

# ACWA JPIA Nomination Procedures

## Approximately 120 Days before Election (January 8, 2019)

All ACWA JPIA Directors and Member Districts are to be notified of:

- A) Date and place of Election;
- B) Executive Committee positions and terms of office to be filled by Election;
- C) Incumbent office holders; and
- D) Nomination Procedures.

## 120 to 45 Days before Election (January 8 – March 22, 2019)

- A) A district may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, then members of the ACWA JPIA, in addition to the nominating district.
- B) Sample resolutions are available on the ACWA JPIA website.
- C) The **district is solely responsible** for timely submission of the nominating resolution and the three additional concurring in nomination resolutions of its candidate for office.

## 45 Days before Election (March 22, 2019)

- A) Deadline and location for receiving the nominating and concurring in nomination resolutions in the ACWA JPIA office:

**Friday – March 22 2019 – 4:30 p.m.**

Sylvia Robinson  
Publications & Web Editor  
ACWA JPIA  
P. O. Box 619082  
Roseville, CA 95661-9082  
(srobinson@acwajpia.com)

- B) Candidates' statement of qualifications must be submitted, if desired, with the nominating resolutions. The statement of qualifications must be submitted on one side of an 8½ x 11" sheet of paper suitable for reproduction and distribution to all districts. (MSWord or PDF documents preferred).

## 14 Days before Election (April 22, 2019)

Final notice of the upcoming Election of Executive Committee members will be included as part of the Board of Directors' meeting packet. Final notice shall include:

- A) Date, Time, and Place of Election;
- B) Name and District of all qualified candidates;
- C) Candidate's statement of qualifications (if received); and
- D) Election Procedures and Rules.



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## MEMORANDUM

TO: Executive Committee  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: February 5, 2019  
SUBJECT: Surplus Property

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### RECOMMENDATION

Recommend that the Board of Directors declare the 2006 Ford F-250 as surplus and authorize the General Manager to dispose of the items within the established rules and regulations set forth by Resolution No. 1513 Disposal of Surplus Property.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

At its June 21, 2018 meeting, the Finance Committee adopted Resolution No. 1513 Updating the Rules and Regulations for Disposal of Surplus Property of Mesa Water District Superseding Resolution No. 1463.

This resolution updates the rules and regulations for the disposal of property that Mesa Water determines as no longer necessary to carry out the powers and the purposes of the District to meet present or future needs. Further, Resolution No. 1513 requires all surplus personal property, regardless of the amount, to be approved by the Board prior to disposition. The resolution also specifies that the General Manager, acting in the best interest of the District, may use any of the prescribed methods approved by the Board for disposal of the assets.

### DISCUSSION

This document serves as the written report of the disposal of Surplus Personal Property, including the manner of disposal utilized, which is provided to the Board prior to disposition.

All proposed surplus items were either expensed at the time of purchase or have no undepreciated book value.

#### **Unit 15 – 2006 Ford F-250 (VIN – 1FTNF20Y66EB82997)**

Unit 15 is twelve (12) years old and is assigned as an Operations truck. The truck has not been used recently and is awaiting disposal. The unit currently has 145,643 miles. The original acquisition cost was \$27,410.

“Disposal by Donation” has been chosen as the method of disposal. Staff will donate Unit 15 to Paradise Irrigation District in order to support and show solidarity to the Paradise community.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: February 5, 2019  
SUBJECT: Future Agenda Topics and Conference Schedule

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### RECOMMENDATION

Review future agenda topics and conference schedule.

### 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 water issues.

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

Staff will provide an updated future agenda topics and conference schedule at the Executive Committee meeting.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.

**REPORTS:**

5. REPORT OF THE GENERAL MANAGER:

**REPORTS:**

6. DIRECTORS' REPORTS AND COMMENTS:

There are no support materials for this item.

**CLOSED SESSION:**

8. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION  
Pursuant to California Government Code Section 54956.9 (d)(1)  
*Case: Irvine Ranch Water District v. Orange County Water District*