



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, January 9, 2020
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME BOARD WORKSHOP FACILITATOR

PUBLIC COMMENTS

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

Items on the Agenda: 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. The Board will set aside 60 minutes for public comments.

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 December 12, 2020.
2. Approve minutes of special Board meeting of December 17, 2020.
3. Approve minutes of special Board meeting of December 19, 2020.
4. Approve minutes of special Board meeting of December 19, 2020.
5. Approve attendance considerations (additions, changes, deletions).
6. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
7. Ratify the 2020 Board Committee & Other Agency Liaison Assignments.
8. Approve a change order to Michael Baker International's contract to provide Construction Monitoring Services for the OC-44 Pipeline Rehabilitation Project in the amount of \$145,323 (\$85,159 Mesa Water District's share, \$60,164 City of Huntington Beach's share) for a contract amount not to exceed \$886,126.
9. Award a contract to Pacific Premier Bank for five years with 2 one-year renewal options to provide Banking Services.
10. Award a contract to Fieldman Rolapp & Associates for an amount not to exceed \$200,000 to provide Financial Advisory Services, and authorize execution of the contract.



11. Award a contract to T2 Tech Group, LLC for as needed Information Technology project support services in the amount of \$400,00 per year for five years.
12. Approve \$150,000 for a Strategic Communications Advisor.
13. Approve an amendment to the special legal services contract with Foley & Mansfield for an amount not to exceed \$100,000.

ACTION ITEMS:

14. PROCLAMATION IN MEMORIAM OF FORMER DIRECTOR R. MICHAEL HEALEY:

Recommendation: Approve a proclamation honoring the life and memory of R. Michael Healey.

15. PROCLAMATION IN MEMORIAM OF FORMER DIRECTOR TRUDY OHLIG-HALL:

Recommendation: Approve a proclamation honoring the life and memory of Trudy Ohlig-Hall.

16. RESOLUTION NO. 1528 - INTENT TO ISSUE TAX-EXEMPT OBLIGATIONS:

Recommendation: Adopt Resolution No. 1528 Regarding the District's Intention to Issue Tax-Exempt Obligations.

PRESENTATION AND DISCUSSION ITEMS:

17. STATE ADVOCACY BRIEFING:

Recommendation: Receive the presentation.

18. MESA WATER DISTRICT CUSTOMER SURVEY:

Recommendation: Receive the presentation.

REPORTS:

19. REPORT OF THE GENERAL MANAGER:

- December Key Indicators Report
- Other (no enclosure)

20. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

21. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)
22. OTHER (NO ENCLOSURE)



CLOSED SESSION:

23. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE 54957.6:
District Negotiator: General Manager
Employee Organization: District Employees

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. 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 THURSDAY, FEBRUARY 13, 2020 AT 6:00 P.M.



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, December 12, 2019
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting**

CALL TO ORDER

The meeting of the Board of Directors was called to order on December 12, 2019 at 6:01 p.m. by President Dewane at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Bockmiller 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. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Wendy Duncan, Records Management Specialist/
Assistant District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer/
District Treasurer
Stacie Sheek, Customer Services Manager
Celeste Carrillo, Public Affairs Coordinator
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Wendy Ridderbusch, Executive Director, CalDesal
Ron Ridderbusch, Member of the Public

PUBLIC COMMENTS

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

General Manager Shoenberger introduced CalDesal Executive Director Wendy Ridderbusch and provided a brief overview of her 30-year career in the Water Industry.

Ms. Ridderbusch offered comments and thanked Mesa Water District for its support.

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 October 10, 2019.
2. Approve minutes of special Board meeting of October 15, 2019.
3. Approve minutes of special Board meeting of October 28, 2019.
4. Approve minutes of special Board meeting of October 28, 2019.
5. Approve minutes of special Board meeting of November 14, 2019.
6. Approve minutes of special Board meeting of November 19, 2019.
7. Approve minutes of special Board meeting of November 25, 2019.
8. Approve minutes of special Board meeting of November 25, 2019.
9. Approve attendance considerations (additions, changes, deletions).
10. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
11. Receive the Quarterly Training Report for July 1, 2019 to September 30, 2019.
12. Approve a contract change order with Lewis Consulting Group for a monthly retainer of \$5,000 for Orange County Advocacy Consulting Services from January 1 through June 30, 2020.
13. Approve renewal of the contract with California Advocates for State Advocacy Consulting Services from January 1 to December 31, 2020 for an amount not to exceed \$84,000.
14. Approve the proposed 2020 Legislative Platforms.
15. Approve a proclamation honoring Oscar Gonzalez for his dedicated service and commitment to the Cucamonga Valley Water District.

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

MOTION

Motion by Vice President DePasquale, second by Director Atkinson, to approve Items 1 – 15 of the Consent Calendar. Motion passed 5-0.

ACTION ITEMS:

16. ANNUAL PERFORMANCE EVALUATION FOR GENERAL MANAGER:

MOTION

Motion by President Dewane, second by Vice President DePasquale, to amend the General Manager's contract to include the following:

- a. Base salary increase of \$8,100 effective mid-shift September 27, 2019; and
- b. One-time performance bonus of \$7,900 payable the first pay period in 2020.

Motion passed 5-0.

PRESENTATION AND DISCUSSION ITEMS:

17. OUTREACH TOPIC – FINANCIAL STRENGTH:

GM Shoenberger introduced Public Affairs Coordinator Carrillo who proceeded with a presentation that highlighted the following:

- Mesa Water Key Messages
- Three-Step Approach to Key Messages
- Financial Strength
- Frequently Asked Public Questions

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

REPORTS:

18. REPORT OF THE GENERAL MANAGER:

- November Key Indicators Report
- Other (no enclosure)

19. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

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

21. OTHER (NO ENCLOSURE)

CLOSED SESSIONS:

President Dewane declared the Board was going into Closed Session at 6:54 p.m.

22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

Pursuant to California Government Code Sections 54956.9 (d)(1) and 54954.5 (c)

Case: *Mesa Water District v. KDC, INC., dba KDC SYSTEMS, INC., dba DYNALECTRIC*
Orange County Superior Court Case No. 30-2016-00832860-CU-BC-CJC

23. CONFERENCE WITH REAL PROPERTY NEGOTIATOR:

Pursuant to Government Code Section 54956.8:

Property: 1310 South Coast Drive, Costa Mesa (APN: 140-041-49)

District Negotiator: General Manager

Negotiating Parties: AAA Automobile Club of Southern California

Under Negotiation: Price and/or terms concerning property rights

The Board returned to Open Session at 7:11 p.m.

Attorney Anslow announced that the Board conducted two Closed Sessions:

The first Closed Session, Item 22, was held with the General Manager, District Secretary

and Legal Counsel pursuant to California Government Code Sections 54956.9 (d)(1) and 54954.5 (c). The Board received information and there was no further announcement.

The second Closed Session, Item 23, was held with the General Manager, District Secretary and Legal Counsel pursuant to Government Code Section 54956.8. The Board received information, and there was no further announcement.

President Dewane adjourned the meeting at 7:12 p.m. to a Regular Board Meeting scheduled for Thursday, January 9, 2020 at 6:00 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Sharon D. Brimer, Recording Secretary

Unapproved



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Tuesday, December 17, 2019
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

ENGINEERING AND OPERATIONS COMMITTEE MEETING

CALL TO ORDER

The meeting of the Board of Directors was called to order on December 17, 2019 at 3:30 p.m. by Chairman Bockmiller at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Atkinson led the Pledge of Allegiance.

Directors Present

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

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Tracy Manning, Water Operations Manager
Karyn Igar, Senior Civil Engineer
Mark Pelka, Senior Civil Engineer

Others Present

Jason Dadakis, Executive Director of Water Quality and
Technical Resources, Orange County Water District

PUBLIC COMMENTS

There were no comments on non-agendized topics.

CONSENT CALENDAR ITEMS:

1. Developer Project Status Report
2. Mesa Water and Other Agency Projects Status Report
3. Water Quality Call Report
4. Committee Policy & Resolution Review
5. Water Operations Status Report

MOTION

Motion by President Dewane, second by Vice President DePasquale, to approve Items 1 – 5 of the Consent Calendar. Motion passed 5-0.

ACTION ITEMS:

6. OC-44 Pipeline Rehabilitation Project

MOTION

Motion by Director Fisler, second by Director Atkinson, to add to the next regular Board meeting Consent Calendar approval of a change order to Michael Baker International's contract to provide Construction Monitoring Services for the OC-44 Pipeline Rehabilitation Project in the amount of \$145,323 (\$85,159 Mesa Water District's share, \$60,164 City of Huntington Beach share) for a contract amount not to exceed \$886,126. Motion passed 5-0.

7. America's Water Infrastructure Act Compliance Support Services

MOTION

Motion by Director Atkinson, second by Vice President DePasquale, to award a contract to Water Systems Consulting in the amount of \$84,960 with a 10% contingency for a contract amount not to exceed \$93,456 to provide America's Water Infrastructure Act Compliance Support Services. Motion passed 5-0.

PRESENTATION AND DISCUSSION ITEMS:

8. Polyfluoroalkyl Substances

Assistant General Manager Lauri introduced Orange County Water District Executive Director of Water Quality and Technical Resources Jason Dadakis who provided a presentation that highlighted the following:

- PFOA and PFOS Occurrence
- CA DDW Notification and Response Levels
- PHG and MCL Regulatory Time

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

REPORTS:

9. Report of the General Manager
10. Directors' Reports and Comments

INFORMATION ITEMS:

None.

The Board meeting was adjourned at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Unapproved



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Monday, December 19, 2019
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

FINANCE COMMITTEE MEETING

CALL TO ORDER

The meeting of the Board of Directors was called to order on December 19, 2019 at 3:30 p.m. by Chairman Fidler at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

President Dewane led the Pledge of Allegiance.

Directors Present

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

Directors Absent

Jim Atkinson, Director

Staff Present

Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer

Others Present

None

PUBLIC COMMENTS

There was no public present.

CONSENT CALENDAR ITEMS:

1. Accounts Paid Listing
2. Monthly Financial Reports
3. Major Staff Projects
4. Committee Policy & Resolution Review

MOTION

Motion by Vice President DePasquale, second by President Dewane, to approve Items 1 – 4 of the Consent Calendar. Motion passed 4-0-1, with Director Atkinson absent.

ACTION ITEMS:

5. ACWA/JPIA Commitment to Excellence Program

MOTION

Motion by Vice President DePasquale, second by President Dewane, to approve Mesa Water District's participation in the Association of California Water Agencies Joint Powers Insurance Authority Commitment to Excellence Program and sign the Commitment to Excellence Agreement. Motion passed 4-0-1, with Director Atkinson absent.

6. Banking Services

MOTION

Motion by Vice President DePasquale, second by President Dewane, to add to the next regular Board meeting Consent Calendar award of a contract to Pacific Premier Bank for five years with 2 one-year renewal options to provide Banking Services. Motion passed 3-1-1, with Director Bockmiller voting no and Director Atkinson absent.

7. Financial Advisory Services

Motion by Director Bockmiller, to add to the next regular Board meeting Consent Calendar award of a contract to Fieldman Rolapp & Associates for an amount not to exceed \$125,000 to provide Financial Advisory Services, and authorization to execute the contract. Motion failed due to the lack of a second.

MOTION

Motion by President Dewane, second by Vice President DePasquale, to add to the next regular Board meeting Consent Calendar award of a contract to Fieldman Rolapp & Associates for an amount not to exceed \$200,000 to provide Financial Advisory Services, and authorization to execute the contract. Motion passed 3-1-1, with Director Bockmiller voting no and Director Atkinson absent.

8. Information Technology Support Services

Motion by Director Bockmiller, to add to the next regular Board meeting Consent Calendar award of a contract to T2 Tech Group, LLC for as needed Information Technology project support services in the amount of \$400,000 per year for three years. Motion failed due to the lack of a second.

MOTION

Motion by President Dewane, second by Vice President DePasquale, to add to the next regular Board meeting Consent Calendar award of a contract to T2 Tech Group, LLC for as needed Information Technology project support services in the amount of \$400,000 per year for five years. Motion passed 3-1-1, with Director Bockmiller voting no and Director Atkinson absent.

PRESENTATION AND DISCUSSION ITEMS:

None.

REPORTS:

9. Report of the General Manager
10. Directors' Reports and Comments

INFORMATION ITEMS:

11. Fiscal Year Annual Reimbursement Report

The Board meeting was adjourned at 4:15 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, December 19, 2019
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

LEGISLATIVE & PUBLIC AFFAIRS COMMITTEE MEETING

CALL TO ORDER

The meeting of the Board of Directors was called to order on December 19, 2019 at 4:19 p.m. by Chairwoman DePasquale in the District Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

Directors Present

Shawn Dewane, President
Marice H. DePasquale, Vice President, Chair
Fred R. Bockmiller, P.E., Director
James R. Fisler, Director

Directors Absent

Jim Atkinson, Director

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Stacy Taylor, External Affairs Manager
Celeste Carrillo, Public Affairs Coordinator

Others Present

John Lewis, President, Lewis Consulting Group

PUBLIC COMMENTS

There were no comments on non-agendized topics.

The agenda was reordered to take Item 3 before Consent Calendar. There were no objections.

Item 3 – Orange County Update

General Manager Shoenberger introduced Lewis Consulting Group President John Lewis who proceeded with the Orange County Update.

Mr. Lewis responded to questions from the Board and they thanked him for the update.

CONSENT CALENDAR ITEMS:

Director Fisler pulled Items 1 and 2 for discussion. There were no objections.

1. State Advocacy Update
2. Outreach Update

Item 1 – State Advocacy Update

External Affairs Manager Taylor provided an update on State Advocacy.

Ms. Taylor responded to question from the Board and they thanked her for the update.

Item 2 – Outreach Update

External Affairs Manager Taylor provided an update on Outreach.

Ms. Taylor responded to questions from the Board and they thanked her for the update.

MOTION

Motion by President Dewane, second by Director Bockmiller, to approve Items 1 and 2 of the Consent Calendar. Motion passed 4-0-1, with Director Atkinson absent.

ACTION ITEMS:

None.

PRESENTATION AND DISCUSSION ITEMS:

3. Orange County Update

This item was taken earlier in the agenda.

4. District Messaging

General Manager Shoenberger provided a brief overview of the topic and answered questions from the Board.

MOTION

Motion by Director Bockmiller, second by President Dewane, to add to the next regular Board meeting Consent Calendar approval of \$150,000 for a Strategic Communications Advisor. Motion passed 4-0-1, with Director Atkinson absent.

REPORTS:

5. Report of the General Manager

6. Directors' Reports and Comments

INFORMATION ITEMS:

None.

The Board meeting was adjourned at 5:07 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Unapproved



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: January 9, 2020
SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

RECOMMENDATION

In accordance with Ordinance No. 29, adopted February 14, 2019, authorize attendance at conferences, seminars, meetings, and events.

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

At its July 11, 2019 meeting, the Board of Directors (Board) approved Fiscal Year 2020 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.

2020 CONFERENCES, SEMINARS, AND MEETINGS:

February 6 - 7, 2020	
CalDesal Annual Conference	<i>Atkinson, DePasquale</i>
Santa Barbara, CA	
February 11 - 13, 2020	
ACWA Winter Quarterly Forum	
Sacramento, CA	
February 19 - 21, 2020	
Urban Water Institute Spring Conference	
Palm Springs, CA	
February 25 - 27, 2020	
ACWA Annual Washington D.C. Conference	<i>DePasquale, Bockmiller (tentative)</i>
Washington, DC	
March 15 - 17, 2020	
WaterReuse California Annual Conference	
San Francisco, CA	
March 16 - 20, 2020	
Jt. CA-NV AWWA/AMTA Conference	
Phoenix, AZ	
April 6 - 9, 2020	
AWWA CA-NV Spring Conference	
Anaheim, CA	
April 15 - 16, 2020	
WaterNow Alliance 5th Annual Summit	<i>Atkinson (tentative)</i>
Philadelphia, PA	
May 4 - 8, 2020	
ACWA/JPIA Spring Conference	
Monterey, CA	
May 19 - 20, 2020	
CSDA Legislative Days	
Sacramento, CA	
June 1 - June 19, 2020	
Harvard Senior Executives in State and Local Government	
Cambridge, MA	
June 14 - June 17, 2019	
AWWA ACE20 Conference	<i>Atkinson (tentative)</i>
Orlando, FL	

January 2020

January 2020							February 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	15	16	17	18	16	17	18	19	20	21	15
26	27	28	22	23	24	25	23	24	25	26	27	28	22
			29	30	31								29

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 29	30	31	Jan 1, 20 District Holiday 8:30am R/S to 1/02 Jt. MWDOC/MWD Workshop (MWDOC/OCWD Boardroom) 5:30pm R/S to 1/08 OCWD Board Meeting (OCWD Boardroom)	2 8:30am R/S from 1/01 Jt. MWDOC/MWD Workshop (MWDOC/OCWD Boardroom)	3 Pay Period Ends 7:30am R/S to 1/10 WACO Meeting (MWDOC/OCWD Boardroom)	4
5	6 8:30am MWDOC Planning & Operations Committee Meeting (Conference Room 101) 11:00am School Assembly (Division 4) (Davis Elementary Magnet School, 1050 Arlington Drive, Costa Mesa)	7 7:30am ISDOC Executive Committee Meeting (Conference Room 101) 12:00pm Executive Committee Meeting (Panian Conference Room) 5:30pm Costa Mesa City Council Meeting (Council Chambers)	8 Payday 8:00am LAFCO Meeting (Hall of Administration 10 Civic Center Plaza Santa Ana, CA 92701) 8:30am MWDOC Admin and Finance Committee (Conference Room 101) 5:30pm R/S from 1/01 OCWD Board Meeting (OCWD Boardroom)	9 6:00pm Mesa Water Board Meeting (Boardroom)	10 7:30am R/S from 1/3 WACO Meeting (MWDOC/OCWD Boardroom) 9:00am ACWA/JPIA Executive Committee Conference Call (Upstairs Conference Room)	11
12	13 5:00pm GWRS Steering Committee (OCWD Boardroom, 18700 Ward Street, Fountain Valley)	14	15 8:30am MWDOC Board Meeting (MWDOC/OCWD Boardroom) 5:30pm R/S to 1/22 OCWD Board Meeting (OCWD Boardroom)	16 8:30am MWDOC Executive Committee (Conference Room 102)	17 Pay Period Ends	18 9:00am MWDOC Special Board Meeting (686 Anton Boulevard, Costa Mesa, Ca 92626)
19	20 District Holiday 8:30am MWDOC Public Affairs & Legislation (Conference Room 101)	21 7:30am WACO Planning Committee 3:30pm Engineering and Operations Committee Meeting (Boardroom) 5:30pm Costa Mesa City Council Meeting	22 Payday 8:30am ACWA/JPIA Executive Committee Conference Call 8:30am Jt. MWDOC/OCWD Meeting (Conference Room 101) 5:30pm R/S from 1/15 OCWD Board Meeting (OCWD Boardroom)	23	24 11:30am SCWC Quarterly Event (DoubleTree Hotel, 222 N. Vineyard Avenue, Ontario)	25
26	27 3:30pm LPAC/Finance Committee Meeting (Boardroom)	28	29	30 11:30am ISDOC Quarterly Event (MWDOC/OCWD Boardroom)	31 Pay Period Ends	Feb 1

February 2020

February 2020							March 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8	1	2	3	4	5	6	7
9	10	11	12	13	14	15	8	9	10	11	12	13	14
16	17	18	19	20	21	22	15	16	17	18	19	20	21
23	24	25	26	27	28	29	22	23	24	25	26	27	28
							29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 26	27	28	29	30	31	Feb 1
2	3 8:30am MWDOC Planning & Operations Committee Meeting (Conference Room 101)	4 7:30am ISDOC Executive Committee Meeting (Conference Room 101) 12:00pm Executive Committee Meeting (Panian Conference Room) 5:30pm Costa Mesa City Council Meeting (Council Chambers)	5 Payday 8:30am JI MWDOC/MWD Workshop (MWDOC/OCWD Boardroom) 5:30pm OCWD Board Meeting (OCWD Boardroom) 6:00pm Neighborhood Chat - SD (Environmental Nature Center)	6 CalDesal Annual Conference - JA, MD (Santa Barbara, CA)	7 7:30am WACO Meeting (MWDOC/OCWD Boardroom)	8
9	10	11 12:30pm ACWA Groundwater Committee - JA (Sacramento, CA)	12 ACWA Winter Quarterly Forum (Sacramento, CA) 8:00am LAFCO Meeting (Hall of Administration 10 Civic Center Plaza) 8:30am MWDOC Admin and Finance Committee (Conference Room 101) 12:30pm ACWA Water Quality Committee - JA (Sacramento, CA) 6:00pm Neighborhood Chat - MD (MWR&F)	13 10:00am ACWA Energy Committee - FB 6:00pm Mesa Water Board Meeting (Boardroom)	14 Pay Period Ends	15
16	17 District Holiday	18 7:30am WACO Planning Committee 3:30pm Engineering and Operations Committee Meeting (Boardroom) 5:30pm Costa Mesa City Council Meeting	19 Payday 8:30am MWDOC Board Meeting (MWDOC/OCWD Boardroom) 5:30pm OCWD Board Meeting (OCWD Boardroom) 6:00pm Neighborhood Chat - FB (Mesa Water Boardroom)	20 8:30am MWDOC Executive Committee (Conference Room 102)	21 Urban Water Institute's Spring Water Conference (Palm Springs, CA)	22
23	24 3:30pm LPAC/Finance Committee Meeting (Boardroom)	25 6:00pm Neighborhood Chat - JF (Mesa Verde Church)	26 ACWA DC 8:30am JI MWDOC/OCWD Meeting (MWDOC/OCWD Boardroom)	27	28 Pay Period Ends	29

March 2020

March 2020							April 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14				5	6	7	8
15	16	17	18	19	20	21		5	6	7	8	9	10
22	23	24	25	26	27	28		12	13	14	15	16	17
29	30	31						19	20	21	22	23	24
								26	27	28	29	30	25

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 1	2 8:30am MWDOC Planning & Operations Committee Meeting (Conference Room 101)	3 7:30am ISDOC Executive Committee Meeting (Conference Room 101) 12:00pm Executive Committee Meeting (Parlan Conference Room) 5:30pm Costa Mesa City Council Meeting (Council Chambers)	4 Payday 8:30am Jt. MWDOC/MWD Workshop (MWDOC/OCWD Boardroom) 5:30pm OCWD Board Meeting (OCWD Boardroom)	5 ACWA/JPIA Executive Committee Strategic Planning - FR (Palm Desert)	6 7:30am WACO Meeting (MWDOC/OCWD Boardroom)	7
8	9	10	11 8:00am LAFCO Meeting (Hall of Administration 10 Civic Center Plaza Santa Ana, CA 92701) 8:30am MWDOC Admin and Finance Committee (Conference Room 101) 6:00pm Neighborhood Chat: Jim Atkinson (Sonora Elementary School) - Brittany Erdman	12 6:00pm Mesa Water Board Meeting (Boardroom)	13 Pay Period Ends	14
15 WaterReuse California Annual Conference (San Francisco, CA)	16 10:00am ACWA/Finance and Audit Committee Meeting 1:00pm ACWA/JPIA Executive Committee Meeting	17 7:30am WACO Planning Committee Meeting (Boardroom) 3:30pm Engineering and Operations Committee Meeting (Boardroom) 5:30pm Costa Mesa City Council Meeting	18 Payday Jt. CA: NV AWWA/AMTA Conference (Phoenix, AZ) 8:30am MWDOC Board Meeting (MWDOC/OCWD Boardroom) 5:30pm OCWD Board Meeting (OCWD Boardroom)	19 8:30am MWDOC Executive Committee	20	21
22	23 3:30pm LPAC/Finance Committee Meeting (Boardroom)	24	25 8:30am Jt. MWDOC/OCWD Meeting (MWDOC/OCWD Boardroom)	26	27 Pay Period Ends 8:00am Spring Board Workshop (Boardroom)	28
29	30	31	Apr 1	2	3	4



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UPCOMING COMMUNITY OUTREACH EVENTS

<u>5th Grade Assembly</u>	Friday, January 10, 2020 1:30 p.m. to 2:30 p.m.	<u>Rea Elementary</u> 661 Hamilton Street Costa Mesa, CA 92627
<u>5th Grade Assembly</u>	Monday, January 27, 2020 8:30 a.m. to 9:30 a.m.	<u>Kaiser Elementary</u> 2130 Santa Ana Avenue Costa Mesa, CA 92627
<u>5th Grade Assembly</u>	Monday, January 27, 2020 9:35 a.m. to 10:35 a.m.	<u>Kaiser Elementary</u> 2130 Santa Ana Avenue Costa Mesa, CA 92627
<u>Mesa Water District Neighborhood Chat Division 5</u>	Wednesday, February 5, 2020 6:00 p.m. to 7:30 p.m.	<u>The Environmental Nature Center</u> 1601 East 16th Street Newport Beach, CA 92663
<u>Mesa Water District Neighborhood Chat Division 3</u>	Wednesday, February 12, 2020 6:00 p.m. to 7:30 p.m.	<u>Mesa Water Reliability Facility</u> 1350 Gisler Avenue Costa Mesa, CA 92626
<u>5th Grade Assembly</u>	Friday, February 14, 2020 9:00 a.m. to 10:00 a.m.	<u>Victoria Elementary</u> 1025 Victoria Street, Costa Mesa, CA 92627
<u>Mesa Water District Neighborhood Chat Division 1</u>	Wednesday, February 19, 2020 6:00 p.m. - 7:30 p.m.	<u>Mesa Water District</u> 1965 Placentia Avenue Costa Mesa, CA 92627
<u>Mesa Water District Neighborhood Chat Division 2</u>	Tuesday, February 25, 2020 6:00 p.m. - 7:30 p.m.	<u>Mesa Verde United Methodist Church</u> Fellowship Hall 1701 Baker Street Costa Mesa, CA 92626
<u>Mesa Water District Neighborhood Chat Division 4</u>	Wednesday, March 11, 2020 6:00 p.m. - 7:30 p.m.	<u>Sonora Elementary School</u> 966 Sonora Road Costa Mesa, CA 92626



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: January 9, 2020
SUBJECT: Board Committee & Other Agency Liaison Assignments

RECOMMENDATION

Ratify the 2020 Board Committee & Other Agency Liaison Assignments.

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

At its January 19, 2013 meeting, the Board of Directors (Board) adopted Resolution No. 1428 - Adopting Protocols of the Board of Directors. The new Committee format designates that all Committee meetings will be noticed as Board meetings and held as joint meetings of the Committee and the entire Board. All members of the Board may attend and participate in the meetings. The Executive Committee is excluded from this Committee format.

At its January 8, 2015 meeting, the Board ratified the Board Agency Liaison Assignments to complement the approved Committee format. The new Other Agency Liaison Assignments permits all members of the Board to attend other local agency meetings with the exception of ACWA/JPIA, City/Districts Liaison, and CalDesal for which designated Directors will be assigned.

DISCUSSION

President Dewane will provide the 2020 Board Committee & Other Agency Liaison Assignments at the Board meeting.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: January 9, 2020
SUBJECT: OC-44 Pipeline Rehabilitation Project

RECOMMENDATION

Approve a change order to Michael Baker International's contract to provide Construction Monitoring Services for the OC-44 Pipeline Rehabilitation Project in the amount of \$145,323 (\$85,159 Mesa Water District's share, \$60,164 City of Huntington Beach's share) for a contract amount not to exceed \$886,126.

The Engineering and Operations Committee reviewed this item at its December 17, 2019 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.

Goal #2: Practice perpetual infrastructure renewal and improvement.

PRIOR BOARD ACTION/DISCUSSION

At its February 12, 2013 meeting, the Board of Directors (Board) awarded a contract to RBF Consulting for the OC-44 Pipeline Rehabilitation/Replacement Evaluation.

At its December 16, 2013 meeting, the Board authorized execution of a contract change order to RBF Consulting for the design of the OC-44 Pipeline Rehabilitation.

At its April 9, 2015 meeting, the Board reviewed and discussed the Initial Study/Mitigated Negative Declaration (IS/MND), conducted a public hearing, and adopted the IS/MND.

At its March 16, 2016 meeting, the Board was updated on the design and permitting requirements associated with the OC-44 Pipeline Rehabilitation.

At its September 19, 2017 meeting, the Board was updated on the mitigation requirements, permitting status and anticipated project schedule.

At its March 8, 2018 meeting, the Board awarded a contract to Dudek Engineering to provide Construction Management Services for the OC-44 Pipeline Rehabilitation Project in the amount of \$253,720 and a 10% contingency for an amount not to exceed \$279,092, and authorized execution of the contract.

At its January 15, 2019 meeting, the Engineering and Operations (E&O) Committee received information on the OC-44 Pipeline Rehabilitation Project and that staff would be soliciting construction bids to allow for timely procurement of long lead-time materials and equipment.

At its April 11, 2019 meeting, the Board awarded a contract to E.J. Meyer Company to provide Construction Services for the OC-44 Pipeline Rehabilitation Project for \$3,133,333 and a 10%



contingency for an amount not to exceed \$3,446,666, and authorized execution of the contract.

At its November 19, 2019 meeting, the E&O Committee received a presentation on the status of construction on the OC-44 Pipeline Rehabilitation Project.

BACKGROUND

The OC-44 Pipeline is jointly owned and operated by Mesa Water District (Mesa Water®) and the City of Huntington Beach. The pipeline, which was originally constructed in the early 1960's, conveys water a distance of approximately 8.4 miles from Metropolitan Water District of Southern California's OC-44 Turnout on the East Orange County Feeder No. 2 in Irvine to its termination near the Costa Mesa/Huntington Beach city boundary. Mesa Water and the City of Huntington Beach jointly own the OC-44 Pipeline with an ownership portion of 58.6% and 41.4%, respectively. The section of the OC-44 Pipeline in the vicinity of the San Diego Creek has a history of failures and emergency repairs, and environmental constraints in this area make future repairs increasingly challenging and expensive. This project includes slip lining approximately 1,800 linear feet of 30" diameter ductal iron pipe inside the existing 42" pipeline where it crosses the San Diego Creek and Bonita Creek. The construction phase started on September 15, 2019 and is scheduled to be completed by late February 2020, with native plant re-vegetation occurring in March and April 2020.

DISCUSSION

The location where the OC-44 Pipeline crosses the San Diego Creek is in an environmentally sensitive area and is subject to the jurisdiction of four regulatory agencies: the U.S. Army Corps of Engineers (Corps); the California Department of Fish and Wildlife (CDFW); the Regional Water Quality Control Board (RWQCB); and the California Coastal Commission (CCC). Each of the regulatory permits brings extensive Native American and environmental monitoring requirements. The following is a summary of the various monitoring required for the project:

- Southwestern Pond Turtle Focused Survey;
- Sensitive Plant Species Survey;
- Nesting Bird Clearance Surveys;
- Construction Monitoring for Permit Compliance;
- Mitigation Implementation Monitoring;
- Non-Native Species Monitoring;
- New Plant Establishment Period Monitoring;
- Archeological Monitoring; and
- Native American Monitoring.

Michael Baker International's (MBI) original proposal for performing the aforementioned environmental monitoring and cultural monitoring services was for a total amount of \$116,565 and was based on a tentative construction schedule with completion by early December 2019. Due to the extensive dewatering system setup, jacking and receiving pit construction, and site access implementation, the construction schedule has been extended to late February 2020. Thus,



additional full-time environmental and Native American monitoring and associated project management and reporting time is required.

Staff recommends that the Board approve a change order to Michael Baker International's contract to provide Construction Monitoring Services for the OC-44 Pipeline Rehabilitation Project in the amount of \$145,323 (\$85,159 Mesa Water District's share, \$60,164 City of Huntington Beach's share) for a contract amount not to exceed \$886,126.

FINANCIAL IMPACT

\$740,803 was budgeted for providing Preliminary and Final Design Services for OC-44 Pipeline Rehabilitation Project; \$733,187 has been spent to date. Requested funding will come from Cash on Hand.

	Project Estimate Amounts	Project Cost Amounts
Initial Project Estimate (FY 2014)	\$ 198,827	
Original Contracts		\$ 198,827
Change Order #1		541,976
Requested Funding (Change Order #2)		<u>145,323</u>
Revised Contracts		<u>\$ 886,126</u>
Actual Spent to Date		\$ 733,187
Revised Project Estimate	\$ 886,126	

ATTACHMENTS

Attachment A: Michael Baker International's OC-44 Pipeline Rehabilitation Project – Construction Monitoring

To: John Harris
From: Lauren Mack
Date: August 20, 2019
Subject: REVISED Internal Proposal Request
Project: OC-44 Pipeline Rehabilitation Project - Construction Monitoring

PROPOSED SCOPE OF WORK

TASK 1: Southwestern Pond Turtle Focused Survey \$16,500

Michael Baker shall coordinate with ECORP Consulting on the required surveys for southwestern pond turtle within the project vicinity per the California Department of Fish and Wildlife (CDFW) Streambed Alteration Agreement (SAA) Reporting Measure 2.12.

Project Coordination

Prior to conducting surveys, ECORP shall coordinate with the Michael Baker to discuss contract responsibilities, survey boundaries, site access, any field restrictions, scheduled deliverables, and other project-related items. Following the surveys, ECORP shall provide the Michael Baker, Mesa Water District, and CDFW with the survey results and any communication with regarding the review of the habitat assessment or survey protocols. Coordination shall be conducted via phone or other convenient method, as mutually agreed upon by the participants.

ECORP shall work closely with Michael Baker to ensure they are well-informed regarding the timing of each survey, the results, and any communication with the CDFW.

Western Pond Turtle (WPT) Habitat Assessment and Focused Surveys

ECORP shall conduct a literature review for WPT within the survey area prior to commencement of the surveys. The literature review shall include referencing online resources, the California Natural Diversity Database (CNDDDB) Records, museum records, and information that may be available from USGS and CDFW staff that manage or have worked on the site. A total of four surveys shall be conducted by qualified ECORP biologists familiar with the identification, life history, and behaviors of WPT. Each survey shall be conducted on a separate day and shall be conducted when weather conditions are suitable for detecting the species. All aquatic and adjacent upland habitats (within 500 feet) shall be evaluated and surveyed visually. In general, visual encounter techniques shall follow accepted methodologies for WPT by Holland (1991, 1994)¹² and the USGS (2006)³. Surveys shall focus on searching all potential habitats (i.e., basking sites, aquatic refugia, streamside refugia, and upland nesting habitat) using binoculars and/or spotting scopes, as well searching under ledges or pools. All suitable habitat features shall be mapped, including potential basking or haul-out sites. ECORP shall assess and characterize the suitability and quality of the habitat within the project site, including a one-mile radius.

¹ Holland, D. C. 1991. A synopsis of the ecology and status of the western pond turtle (*Clemmys marmorata*) in 1991. Prepared for the U.S. Fish and Wildlife Service, National Ecology Research Center, San Simeon, CA.

² Holland, D. C. 1994. The western pond turtle: Habitat and history. Prepared for: U.S. Dept. of Energy, Bonneville Power Administration. Portland, OR. 303 pp.

³ United States Geological Survey. 2006. DRAFT Western Pond Turtle Visual Survey Protocol for the Southcoast Ecoregion. Western Ecological Research Center, US Department of Interior, Sacramento, CA. 60 pp.

All species detected during the surveys shall be documented, including the presence of aquatic predators (e.g., American bullfrogs and Centrarchid fishes). Any WPTs detected during the surveys shall be recorded with a handheld global positioning system (GPS) unit and photographed, when possible. The number of individuals, sex, age/size class, and any distinguishing features shall also be recorded for each sighting. All observations of protected species shall be submitted to the CDFW's California Natural Diversity Database (CNDDDB). Weather conditions and water quality data shall be recorded at the start and end of each surveys. All field equipment shall be free of weeds and when entering aquatic habitats shall go through the CDFW Aquatic Invasive Species Disinfection/Decontamination Protocols.

WPT Reporting

Following the completion of the surveys, ECORP shall prepare a biological report documenting the findings. The report shall contain descriptions of the methods used to conduct the surveys, the existing site conditions, habitat quality/suitability, and discussions regarding the presence and population status of WPT onsite. The report shall also contain copies of field notes, survey maps, representative photographs of the site, and CNDDDB forms for any protected species detected during the surveys.

ECORP shall provide a draft report, electronically submitted in a convenient format (e.g., .doc, .pdf), to Michael Baker for review and comment. ECORP shall incorporate one round of Mesa Water District comments within 14 days of receiving them into the final version of the report. The final report shall be submitted electronically to Michael Baker and Mesa Water District. The final report shall be accompanied by all GPS data, photographs, copies of forms submitted to the CNDDDB, or any other pertinent information collected in the field as part of this contract.

Deliverable: Focused Survey Report (PDF)

TASK 2: Sensitive Plant Species Survey \$5,000

Michael Baker's qualified botanist shall conduct a focused survey within the project area to document the presence/absence of sensitive plant species for which the project site provides suitable habitat (SAA Reporting Measure 2.11). The survey shall be floristic in nature, meaning that all species encountered shall be identified to the taxonomic level necessary to determine rarity and listing status. Survey transects shall be spaced between 10 to 30 feet apart to allow for 100 percent visual coverage necessary to inventory all plant species on-site.

Once the survey is complete, Michael Baker shall prepare a letter report to document the methods, site conditions, and results of the survey. The letter report shall also identify any additional surveys, mitigation measures, and/or agency approvals that may be required prior to implementation of the proposed project. Site photographs taken during the field survey, and a GIS figure shall also be included to further enhance written text and depict the location of sensitive plant species, if found.

TASK 3: Nesting Bird Clearance Surveys \$14,000

If construction or vegetation removal occurs between March 1 to September 15, Michael Baker shall conduct three (3) weekly focused surveys for nesting birds, as well as one (1) final survey conducted within three (3) days of initiating project activities. The entire project site shall be surveyed by walking transects in suitable habitat and in areas within 150 meters (500 feet) of the project site boundary (survey area). The surveys, as applicable based on topography and site

conditions, shall be conducted by walking straight-line transects spaced between 10 to 30 feet apart (15 feet on average).

Methods to detect the presence of nesting birds shall include direct observation, aural detection, and signs of presence (i.e., scat, pellets, white-wash, feathers, tracks, and prey remains). All trees, shrubs, and ground dwellings shall be searched for the possible presence of active bird nests. Michael Baker shall also record all bird species observed during the clearance survey and document behaviors that suggest breeding activity. Binoculars shall be used to observe distant birds and their activity around potential nesting habitat. The location of any active nests or breeding behaviors shall be recorded using a hand-held GPS unit, if found.

Following completion of the final nesting bird clearance survey, a letter report shall be prepared that includes a summary of the methods, site conditions, results, and identify any measures that should be implemented to avoid impacts to nesting birds (SAA Reporting Measure 2.13; CDP Special Condition 2). Site photographs taken during the field survey and a GIS figure shall also be included to further enhance written text and depict the location of any burrowing owls or active burrows/nests, if found.

Exclusions: This task excludes biological monitoring efforts that may be required if an active bird nest is found on or within 500 feet of the project site. If biological monitoring is required or if project activities have not been initiated within three (3) days of the final clearance survey, Michael Baker shall provide an additional Scope and Fee and work would continue under an approved contract modification.

Deliverable: Nesting Bird Clearance Survey Letter Report (PDF and hard copies to CDFW and California Coastal Commission)

TASK 4: Construction Monitoring for Permit Compliance \$29,350

In accordance with Avoidance and Minimization Measure 2.3 and 2.4 of the SAA, a Michael Baker biologist shall conduct daily monitoring visits to document and verify compliance of all project activities addressed in the regulatory approvals, including, but not limited to: determining and delineating appropriate avoidance and “no-disturbance” buffer areas, maintaining delineated access routes and work areas, documenting the effectiveness of best management practices, and monitoring for the presence of, and potential impacts to, sensitive biological resources. The biological monitor will: (a) document all activities pertaining to biological resources; (b) provide regular updates to Permittee; (c) notify Permittee immediately if unauthorized impacts to biological resources occur; and (d) advise the contractors, as needed, to ensure effective and appropriate implementation of biological mitigation measures for specific site conditions.

Following monitoring visits, Michael Baker will submit a weekly e-mail to the client, along with site photographs, summarizing all monitoring efforts performed during the week and any corrective measures that were implemented to maintain compliance with all regulatory permits, agreements, and authorizations. Michael Baker’s Senior Biologist will also provide as-needed biological technical support throughout the duration of the biological monitoring efforts, including phone calls, emails, and meetings with the client, construction contractors, and regulatory agencies staff to discuss project status and maintain compliance with all regulatory permits, agreements, and authorizations.

Assumptions: Based on the construction schedule provided, we assume that construction will occur from September 16 to December 12, 2019 (a total of 13 weeks). This task establishes a

not-to-exceed time and materials budget of \$29,400 and assumes up to ten (10) daily monitoring visits (8 hours/day) during vegetation clearing and excavation activities, and then reducing to 3 hours/day of monitoring for the remainder of the construction period (55 days). Weekly summary reports (up to 13 total) would be completed by a Michael Baker biologist between September 16 to December 12, 2019. This task also includes an additional four (4) hours/month for Michael Baker's Senior Biologist to provide as-needed biological technical support throughout the duration of the biological monitoring efforts. Should additional monitoring visits or support be necessary, the client will be notified, and work would continue under an approved contract augmentation.

Deliverables: Michael Baker will submit a summary report of weekly monitoring efforts (via e-mail) at the end of each week to the client for file.

TASK 5: Mitigation Implementation Monitoring \$8,340

Michael Baker Restoration Ecologists shall oversee the mitigation site implementation activities on a weekly basis. This task includes time for Michael Baker to be onsite during non-natives removal, herbicide application, willow cutting installation, and seeding and container plant installation within the Coastal Sage Scrub restoration areas. This task includes time for coordination with the Restoration Contractor and Mesa Water District during the implementation. Implementation activities shall also be photodocumented and a weekly project summary shall be provided to Mesa Water District for the project file.

Deliverable: Weekly summary emails

TASK 6: Mitigation Installation Report \$4,650

Approximately 45 days after finalizing the replanting effort, Michael Baker shall submit a report to CDFW acknowledging the completion of the replanting site and documenting its as-built status (SAA Reporting Measure 4.3). The report shall describe the installation and to what degree the project was consistent with the Habitat Mitigation and Monitoring Plan. The report shall be submitted with electronic geographic information system (GIS) shapefiles (along with the appropriate metadata) of the project area and mitigation area.

Deliverable: Mitigation Installation Report (PDF and hard copy to CDFW)

TASK 7: Non-Native Species Report \$3,790

Per SAA Reporting Measure 4.4, approximately 45 days following construction completion Michael Baker shall submit a report of non-native invasive species (aquatic, terrestrial, and herbaceous plants and animals) observed in the project area before and throughout the project to CDFW. The report shall include at a minimum: (a) species identification; (b) specific location(s) observed within project area; and, (c) quantification or absolute cover of each species observed.

Deliverable: Non-Native Species Report (PDF and hard copy to CDFW)

TASK 8: Plant Establishment Period (PEP) Monitoring \$11,235

Michael Baker staff shall monitor the site to record the survival rates of the cuttings and container plants during the establishment period. Observations shall be documented once a week for the first 120 days following installation. The data and photographs collected shall also serve as the baseline to be referenced in the first-year annual mitigation monitoring report. Michael Baker shall

work in conjunction with the Restoration Contractor to relay any stressed or dying plantings, so that they may be replaced where needed. Michael Baker staff shall provide Mesa Water District with a memo summarizing the findings at the end of the establishment period.

Deliverable: Summary memo (PDF)

TASK 9: Construction Area Demarcation \$2,400

Prior to construction, Michael Baker biologists will mark the authorized construction area in accordance with Measure 2.2 of the SAA, Special Condition 5 of the LOP, and Special Condition 3 of the CDP. No vegetation shall be removed outside of this marked area and no construction debris, equipment, or soils shall be placed outside of the marked area. The construction area will be demarcated by staking that clearly identifies the boundaries.

TASK 10: Workers Environmental Awareness Program \$1,800

Prior to the initiation of project activities, Michael Baker will prepare a Workers Environmental Awareness Program (WEAP) to educate on-site workers about sensitive environmental issues and biological resources associated with the Project in accordance with Measure 2.1 of the SAA. The WEAP will be presented by a Michael Baker Biologist to all on-site construction personnel, including contractors, and sub-contractors prior to the employees commencing work on the project site. The WEAP will consist of a general overview of the sensitive biological resources known to occur within and adjacent to the project site. In addition, the WEAP will summarize specific avoidance and minimization measures required to be implemented throughout the duration of the project as specified in the regulatory approvals and environmental documentation.

Deliverables: Michael Baker will submit an electronic copy (PDF) of the Workers Environmental Awareness Program to the client for review and file prior to presenting to all on-site construction personnel, contractors, and sub-contractors.

TASK 11: Archaeological and Native American Monitoring \$17,500

Michael Baker has obtained Cogstone as a subconsultant for Archaeological and Native American Monitoring services. Based on our understanding of the Project and the regulatory requirements of the California Environmental Quality Act (CEQA) as well as in compliance with the California Coastal Commission (CCC), Cogstone will provide archaeological and Native American monitoring during all ground disturbance for the Project. All work will be conducted in compliance with the Archaeological Construction Monitoring Treatment Plan (CMTP).

This task includes a total of 10, 8-hour days of monitoring for an archaeological monitor and a Native American monitor, for a total of 160 monitoring hours. Should additional monitoring be required it will be billed as time and materials. We assume no archaeological sites will require recording or updating on Department of Parks and Recreation (DPR) 523 forms.

If previously unidentified resources are encountered during monitoring, the monitor will have the authority to stop work within 100 feet of the discovery per the requirements of the CMTP and in compliance with the CCC's conditional permit. Any human remains identified will be treated in accordance with the relevant Public Resources Code and in compliance with the CMTP and requirements of the CCC's conditional permit. If cultural resources are identified during monitoring work, all notifications, documentation, and recommendations will require additional time and materials.

Notes and Assumptions: For purposes of this proposal it is assumed that Cogstone will not be required to attend meetings, the cultural resources monitoring will occur during daytime hours, and no archaeological sites will require recording and evaluation on DPR 523 series forms. Subsurface testing and evaluation is not included in this scope. If any of these items are needed it will require a change order if. The scope also assumes two rounds of comments on the technical report.

Deliverables:

- *Cogstone's key staff will prepare a cultural resources monitoring report. The report will summarize the construction work completed, monitoring procedures, site protection efforts, all cultural resource findings, provide recommendations as applicable, and name archaeological staff.*
- *Cogstone will respond to two rounds of comments, one from the CCC and one from Mesa Water District and produce the final technical report.*
- *The final report and shapefiles will be sent to the South Central Coastal Information Center (SCCIC).*

OTHER DIRECT COSTS

\$1,500

Other Direct Costs for this work program include travel site visit expenses, field equipment, reproduction expenses, and messenger/mailing services.

Total Fee: \$116,065

Extended Monitoring Services - prepared by John Harris, November 19, 2019

Construction of the access pits took longer than originally planned and our environmental monitors have exceeded the allotted budget in our scope of services outlined in Tasks 4 and 11. Outlined below are the additional amounts needed to cover the access pit excavations and extended construction time from December 13, 2019 through January 13, 2020 as noted on the current construction schedule. Note: this is subject to change as well if construction is further delayed or expedited.

Task 4. Construction Monitoring for Permit Compliance

This task includes:

- Ten (10) additional days of monitoring (8 hours/day) during continued vegetation clearing and excavation activities
- Four (4) additional weeks of daily monitoring activities (+/- 2 hours/day) during construction
- An additional twenty (20) hours of task management and reporting
- Two hundred (200) additional miles of mileage reimbursement

Labor: \$19,250

ODC: \$120

Task 11. Archaeological and Native American Monitoring

This task includes:

- Sixty (64) additional hours of Cultural Resources monitoring
- Forty eight (48) additional hours of Native American monitoring
- Ten (10) additional hours of Supervision time (6 for Co-Principal Investigator and 4 for Task Manager)
- Two (2) additional hours for Task Management and Communication (Task Manager)
- Five hundred (500) addition miles of mileage reimbursement

Sub - Labor: \$9,188

ODC: \$200

Total Monitoring Services Proposal

Base Proposal: \$116,565

Extended Monitoring Services:

Task 4 - Construction Monitoring - \$19,370

Task 11 - Archaeological and Native American Monitoring - \$9,388

Total: \$145,323



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: January 9, 2020
SUBJECT: Banking Services

RECOMMENDATION

Award a contract to Pacific Premier Bank for five years including 2 one-year renewal options to provide Banking Services.

The Finance Committee reviewed this item at its December 19, 2019 meeting and recommends Board approval.

STRATEGIC PLAN

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

PRIOR BOAD ACTION/DISCUSSION

At its January 22, 2008 meeting, the Board of Directors (Board) awarded a contract for Banking Services and authorized execution of the contracts with the selected vendor.

DISCUSSION

Union Bank has been providing Mesa Water District (Mesa Water®) banking services since 2008. Over a number of years the customer service responsiveness from Union Bank has deteriorated and rates began to increase, without reevaluation. To ensure the District is receiving the ideal service level for banking services at a reasonable cost to the public, Mesa Water developed a Request for Proposals (RFP). The primary reason for the request for proposal is the non-responsive customer service received by the District from Union Bank.

Mesa Water solicited proposals from 11 qualified banks to provide Banking Services. Seven banks attended the pre-proposal meeting. Out of the seven banks, six proposals were received. The proposals were reviewed by a Selection Panel comprised of three Mesa Water staff and two external panelists from Santa Margarita Water District and Municipal Water District of Orange County. Each firm was evaluated based on qualifications, experience, staff availability, project understanding, scope of work approach, and proposal quality. The results were as follows:

Rank	Firm	Final Score
1	Bank of The West	4.12
2	Pacific Premier Bank	3.99
3	US Bank	3.99
4	MUFG Union Bank	2.54

The top four banks were invited to interview with a five person panel to evaluate their experience, staff experience, customer service and ability to handle the District's specific needs. The final



scores after the interviews are above. After the completion of the interviews the top three banks based on score were Bank of the West, US Bank and Pacific Premier Bank.

Staff considered pricing from the top three banks and this was not a major consideration because the earning credits provided from all three banks cancel out all potential fees for services.

The three Mesa Water staff on the selection panel rated Bank of the West and Pacific Premier Bank as the top two. When looking at customer service from the banking institution and the ability of the bank to address staff's needs timely and completely the top rated bank was Pacific Premier Bank. Pacific Premier Bank is the only bank that is local to Orange County and would provide the District with one specific representative and a defined team to address questions from the various departments at Mesa Water that need banking support. These departments include Customer Services, Financial Services and Administrative Services.

Pacific Premier Bank (PPB) is headquartered in Irvine, California and has over 40 office located in California, Arizona, Nevada and Washington. PPB was formed in 1983 and is a California State-Chartered Financial Institution, FDIC Insured and a member of the Federal Reserve System. The bank is ranked as one of America's best banks by Forbes and has a 5-Star Rating from Bauer Financial and has been recommended 54 consecutive quarters.

Staff recommends that the Board approve a contract for banking services with Pacific Premier Bank.

FINANCIAL IMPACT

In Fiscal Year 2020, \$12,000 is budgeted for Banking Services; \$3,100 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: January 9, 2020
SUBJECT: Financial Advisory Services

RECOMMENDATION

Award a contract to Fieldman Rolapp & Associates for an amount not to exceed \$200,000 to provide Financial Advisory Services, and authorize execution of the contract.

The Finance Committee reviewed this item at its December 19, 2019 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION

At its July 11, 2013 meeting, the Board of Directors (Board) awarded a contract to Fieldman Rolapp & Associates in the amount of \$15,000 to assist Mesa Water District (Mesa Water®) in maintaining AAA credit rating, conducting a 5 year cash flow and on call Financial Advisory Services.

BACKGROUND

Fieldman Rolapp & Associates has assisted Mesa Water District (Mesa Water®) with financial advisory services since 2010. The services provided included:

- Review of Mesa Water's Financial Status and Policy Update/Development;
- Special Assignments as Director by Mesa Water and Identification of Mesa Water's Objectives;
- Transaction Management;
- Special Financing Services;
- Financial Modeling; and
- Other Financial Advisory Services.

Through the financial advisory services provided by Fieldman Rolapp & Associates Mesa Water was able to achieve a strong AAA credit rating, issue 2010 and 2017 Certificates of Participation and assist Mesa Water in achieving the Board strong financial goals.

DISCUSSION

At the November 14, 2019 workshop, staff was given direction to investigate potential financing options to fund the approved Capital Improvement Plan (CIP). Staff will be looking to utilize the services of Fieldman Rolapp & Associates to look at all potential financing options for the five year CIP plan.



These services will include the following services:

- Analytical Services
- Transaction Services

Staff recommends that the Board award a contract for financial advisory services with Fieldman Rolapp & Associates for an amount not to exceed \$200,000.

FINANCIAL IMPACT

In Fiscal Year 2020, \$395,500 is budgeted for Support Services; \$100,000 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Administrative Services Manager
DATE: January 9, 2020
SUBJECT: Information Technology Support Services

RECOMMENDATION

Award a contract to T2 Tech Group, LLC for as needed Information Technology project support services in the amount of \$400,000 per year for five years.

The Finance Committee reviewed this item at its December 19, 2019 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #2: Practice perpetual infrastructure renewal and improvement.

Goal #3: Be financially responsible and transparent.

Goal #6: Provide outstanding customer service.

PRIOR BOAD ACTION/DISCUSSION

At its August 8, 2013 meeting, the Board of Directors (Board) awarded a contract to T2 Tech Group, LLC (T2) in the amount of \$80,000 for the Information Technology (IT) Program Assessment and authorized the General Manager to execute the contract.

At its January 9, 2014 meeting, the Board approved a change order with T2 for the IT Assessment for an amount not to exceed \$7,000 and authorized the General Manager to execute the change order.

At its May 22, 2014 meeting, the Board authorized \$1,275,000 for the IT Implementation Plan and approved T2 to provide the architecture, design, and project coordination services to re-engineer the IT Operations Model.

At its September 11, 2014 meeting, the Board awarded a contract to T2 for an amount not to exceed \$30,000 for a Citrix Environment Remediation Project and authorized the General Manager to sign the contract.

At its December 14, 2017 meeting, the Board approved \$479,553 for Phase 2 of the IT Master Plan Project and authorized staff to work with T2 to provide design, implementation, and project coordination services.

At its October 10, 2019 meeting, the Board awarded a contract to T2 Tech Group, LLC in the amount of \$480,000 per year for five years with 2 one-year renewal options to provide Information Technology Support Services

BACKGROUND

In 2013, after conducting a competitive selection process, the Board awarded a contract to T2 to

conduct an IT program assessment. The assessment evaluated Mesa Water District's (Mesa Water®) IT business strategy, system operations, infrastructure, applications, organization, and resources to identify areas of improvement. T2 recommended developing an IT Master Plan to improve Mesa Water's IT infrastructure.

In 2014, the Board approved the IT Implementation Plan (IT Master Plan) and approved T2 to provide architecture, design, and project coordination services to re-engineer the IT Operations Model.

The IT Master Plan Project was completed over the past five years and included the following priorities:

Priority 1 has been completed and included the ability to recover data in the event of loss and to improve visibility of the IT systems. Data recovery included the development of architecture, design, and plans to implement an enterprise backup environment; and implemented unified backup systems configured to backup both virtual and physical environments. Improving visibility for data recovery included developing, documenting, and publishing the following:

- Monitoring procedures to validate executed backup jobs;
- Creating processes for failed backup jobs to avoid data loss and ensure data protection;
- Testing data recovery processes across all platforms; and,
- Developing a plan to confirm valid recovery of key Mesa Water systems and data from backups.

Priority 2 has been completed and consisted of closing security gaps by developing security architecture for hardware and software that could be managed, monitored, and redundant. Additionally, closing security gaps included policy control for restricting access to critical servers and ensuring proper configuration of firewall servers.

Priority 3 has been completed and involved the reduction of capacity gaps. Implementing a reduction of capacity gaps included developing architecture, design, and a plan to implement an enterprise storage environment. With this environment in place, Mesa Water was able to identify and document a business continuity plan in the event of a catastrophic failure or failover to accommodate maintenance of primary storage. Configuration of secondary storage has been completed.

Priority 4 has been completed and consisted of replacing aging IT infrastructure. Prior to server replacement, a server architecture and topology diagrams that included all server names, locations, roles, and Internet Protocol configurations was created. With the diagrams established, implementation of a server architecture design to govern the installation/configuration of new servers and changes to existing servers was utilized and standardized all servers. An establishment of standards development and management processes included the following:

- A configuration change management process;
- A design and standards review process; and,
- A standards exception approval process.

Priority 5 has been completed and encompassed the transition to an Industry Best Practices Operations Model. This priority began with the establishment of Service Level Agreements - key documents defining what provided IT services are expected and agreed upon. Operation Metrics were implemented measuring three objectives: personnel workload and quality management, system monitoring and management, and incident management and root cause analysis. Layered on the Operational Processes and Metrics is a Continuous Quality Improvement Process that ensures quality improvement as processes and technology change over time.

In 2017, during the implementation of the IT Master Plan, a recommendation was made as part of the Business Improvement Process Implementation to outsource the District's IT Support Services.

On March 26, 2018, the Board approved the staffing plan for Fiscal Year 2019 which included the elimination of the two vacant full-time equivalent (FTE) budgeted IT employees. Based on their knowledge of the District's operations, T2 was selected to replace Mesa Water's two IT employees. The cost for IT Support Services was available based on the budgeted staffing costs totaling \$390,000 which consisted of the annual salary and benefits costs for the two FTE-budgeted IT employees.

DISCUSSION

T2 has been providing IT Support Services to Mesa Water since 2013 including assessment of the District's previous program and implementation of the IT Master Plan. T2 is most familiar with the District's IT infrastructure, operational processes, and metrics. They understand the needs of Mesa Water, the Board of Directors, the management team and staff, and are very responsive when needed.

In addition to the IT Support Services that T2 Tech Group provides, there are a number of approved IT capital projects in the IT Master Plan that require project management, oversight and architecture from T2 Tech Group. These projects include the following:

- Workstation Refresh/Growth
- IT Security
- IT Infrastructure Refresh
- IT Infrastructure Growth/Upgrades
- Monitoring/Management
- SCADA Metrics
- Microsoft Office 365 Migration

The estimated cost of the project management, oversight and architecture for these projects is \$1,000,000.



Mesa Water staff has planned some additional IT Environment Governance and Quality Assurance project work. The estimate cost for this work is \$415,000.

Finally, over the next five years it is expected that a number of Capital and Non Capital projects will take place at the District that require IT Support. It is estimated that this support will be approximately \$100,000 per year for five years totaling \$500,000.

FINANCIAL IMPACT

In Fiscal Year 2020, \$1,000,000 is budgeted for IT Capital Projects; \$300,000 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: January 9, 2020
SUBJECT: District Messaging

RECOMMENDATION

Approve \$150,000 for a Strategic Communications Advisor.

The Legislative & Public Affairs Committee reviewed this item at its December 19, 2019 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #4: Increase public awareness about Mesa Water® and about water.

Goal #6: Provide outstanding customer service.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

This item was discussed at the Legislative & Public Affairs Committee meeting held on December 19, 2019.

The Board of Directors (Board) supports staff completing a Request for Proposal process and procuring a Public Relations consultant to assist Mesa Water District (Mesa Water®) with a long-term public affairs strategic plan that includes upcoming capital projects, public outreach campaigns, and an education plan.

FINANCIAL IMPACT

In Fiscal Year 2020, \$421,480 is budgeted for Support Services; \$180,315 has been spent to date. Requested funding will come from Cash on Hand.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: January 9, 2020
SUBJECT: Special Legal Services

RECOMMENDATION

Approve an amendment to the special legal services contract with Foley & Mansfield for an amount not to exceed \$100,000.

The Executive Committee will review this item at its January 7, 2020 meeting.

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

At its November 14, 2013 meeting, the Board of Directors (Board) authorized the General Manager to employ legal counsel to write an amicus brief in favor of the position held by the Capistrano Taxpayers Association.

At its December 11, 2014 meeting, the Board approved a contract to Foley & Mansfield for special legal services in the amount not to exceed \$50,000. This contract amount comprised the expenditures authorized in November 2013.

At its April 9, 2015 meeting, the Board approved an adjustment to the special legal services contract with Foley & Mansfield in the amount of \$5,100. Funds in the amount of \$5,100 were required to disburse the final Foley & Mansfield invoice for a contract total of \$55,100.

At its June 11, 2015 meeting, the Board approved a contract change order to Foley & Mansfield for special legal services in the amount not to exceed \$50,000.

At its July 14, 2016 meeting, the Board awarded a contract change order to Foley & Mansfield for special legal services for an amount not to exceed \$100,000.

At its October 12, 2017 meeting, the Board approved an amendment to the special legal services contract with Foley & Mansfield for an amount not to exceed \$50,000.

DISCUSSION

Foley & Mansfield has provided special legal services to Mesa Water in connection with the Capistrano Taxpayers Association case and other inquiries related to Article XIII D of the California Constitution (Proposition 218), as well as in connection with the *Irvine Ranch Water District v. Orange County Water District* case.



Staff recommends that the Board approve an amendment to the special legal services contract with Foley & Mansfield for an amount not to exceed \$100,000.

FINANCIAL IMPACT

In Fiscal Year 2020, \$236,725 has been spent to date with Foley & Mansfield.

	<u>Project Estimate Amounts</u>	<u>Project Cost Amounts</u>
Initial Services Estimate (FY 2013)	\$ 10,000	
Original Contract		\$ 10,000
Amendments #1-5		\$ 245,100
Requested Funding (Amendment #6)		<u>\$ 100,000</u>
Revised Contract		<u>\$ 355,100</u>
Actual Spent to Date		\$ 236,725
Revised Project Estimate	\$ 355,100	

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Administrative Services Manager
DATE: January 9, 2020
SUBJECT: Proclamation in Memoriam of Former Director R. Michael Healey

RECOMMENDATION

Approve a proclamation honoring the life and memory of former Director R. Michael Healey.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

In 1995, R. Michael Healey was appointed to represent Division 5 on Mesa Water District's (Mesa Water) Board of Directors (Board). He was re-elected to the Board thereafter and retired in June of 2005. He served as president of the Board from 1997 to 1998 and as first vice president in 2002 and 2003. He chaired several Mesa Water Board committees including Finance, Human Resources and Public Information.

Mr. Healey served as Mesa Water's liaison to the Municipal Water District of Orange County (MWDOC) for many years and was on the Mesa Water/MWDOC Ad Hoc Committee.

In 2005, the R. Michael Healey Award was created by Mesa Water to honor his involvement in the loss prevention programs while he served as our representative on the Association of California Water Agencies/Joint Powers Insurance Authority. The award is given annually to individual employees whose contributions result in creating a safer work environment for everyone at Mesa Water. The award is Mesa Water's highest safety honor.

Mr. Healey has left behind a legacy that will continue to benefit the water industry and Mesa Water customers for years to come.

The Board of Directors of Mesa Water District, with deep respect and gratitude, honor the life and memory of R. Michael Healey.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Proclamation

In Memoriam of R. Michael Healey

Whereas, in 1995, R. Michael Healey was appointed to represent Division 5 on Mesa Water District's (Mesa Water) Board of Directors (Board). He was re-elected to the Board thereafter and retired in June of 2005; and

Whereas, he served as president of the Board from 1997 to 1998 and as first vice president in 2002 and 2003; and

Whereas, he chaired several Mesa Water Board committees including Finance, Human Resources and Public Information; and

Whereas, Mr. Healey served as Mesa Water's liaison to the Municipal Water District of Orange County (MWDOC) for many years and was on the Mesa Water/MWDOC Ad Hoc Committee; and

Whereas, in 2005, the R. Michael Healey Award was created by Mesa Water to honor his involvement in the loss prevention programs while he served as our representative on the Association of California Water Agencies/Joint Powers Insurance Authority. The award is given annually to individual employees whose contributions result in creating a safer work environment for everyone at Mesa Water. The award is Mesa Water's highest safety honor; and

Whereas, Mr. Healey has left behind a legacy that will continue to benefit the water industry and Mesa Water customers for years to come.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Mesa Water District, with deep respect and gratitude, honor the life and memory of R. Michael Healey.

Shawn Dewane, President

Marice H. DePasquale, Vice President

January 9, 2020

Jim Atkinson, Director

Fred R. Bockmiller, P.E., Director

James R. Fisler, Director



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Administrative Services Manager
DATE: January 9, 2020
SUBJECT: Proclamation in Memoriam of Former Director Trudy Ohlig-Hall

RECOMMENDATION

Approve a proclamation honoring the life and memory of former Director Trudy Ohlig-Hall.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

In 1987, Trudy Ohlig-Hall was elected to the Mesa Water District (Mesa Water) Board of Directors (Board) and represented Division 3 for 25 years. She served three terms (1994, 1996, and 2001) as Board President. While on the Board, she served on numerous Mesa Water committees such as Engineering & Operations, Finance, Human Resources, Public Information, Audit Ad Hoc, and 50th Anniversary Ad Hoc.

Before becoming a Mesa Water Director, Ms. Ohlig-Hall was a member of Mesa Water's Water Advisory Committee for 10 years and was appointed to the Municipal Water District of Orange County's ad-hoc committee on re-organization.

She was also a member of the Water Advisory Council of Orange County (WACO) in its early stages. In 1993, she was instrumental in changing the charter of WACO to give all Orange County Water Agencies a voice.

For numerous years, Ms. Ohlig-Hall was a member of American Water Works Association (AWWA) and instrumental in the creation and chairing of its "Policy Makers Forum" that was held during the AWWA Conferences. She also received the AWWA Chair's Award twice.

She represented Region 10 as a member of Association of California Water Agencies (ACWA). She served on ACWA's Water Quality Committee for over 10 years and on the statewide Finance and Audit Committee.

Ms. Ohlig-Hall has left behind a legacy that will continue to benefit the water industry and Mesa Water customers for years to come.

The Board of Directors of Mesa Water District, with deep respect and gratitude, honor the life and memory of Trudy Ohlig-Hall.



FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Proclamation

In Memoriam of Trudy Ohlig-Hall

Whereas, in 1987, Trudy Ohlig-Hall was elected to the Mesa Water District's (Mesa Water) Board of Directors (Board) and represented Division 3 for 25 years; and

Whereas, she served three terms (1994, 1996, and 2001) as Board President; and

Whereas, she served on numerous Mesa Water committees such as Engineering & Operations, Finance, Human Resources, Public Information, Audit Ad Hoc, and 50th Anniversary Ad Hoc; and

Whereas, before becoming a Mesa Water Director, Ms. Ohlig-Hall was a member of Mesa Water's Water Advisory Committee for 10 years and was appointed to the Municipal Water District of Orange County's ad-hoc committee on re-organization; and

Whereas, she was a member of the Water Advisory Council of Orange County (WACO) in its early stages. In 1993, she was instrumental in changing the charter of WACO to give all Orange County Water Agencies a voice; and

Whereas, for numerous years, Ms. Ohlig-Hall was a member of the American Water Works Association (AWWA) and instrumental in the creation and chair of its "Policy Makers Forum" that was held during the AWWA Conferences. She also received the AWWA Chair's Award twice; and

Whereas, she represented Region 10 as a member of the Association of California Water Agencies (ACWA). She served on ACWA's Water Quality Committee for over 10 years and on the statewide Finance and Audit Committee; and

Whereas, Ms. Ohlig-Hall has left behind a legacy that will continue to benefit the water industry and Mesa Water customers for years to come.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Mesa Water District, with deep respect and gratitude, honor the life and memory of Trudy Ohlig-Hall.

Shawn Dewane, President

Marice H. DePasquale, Vice President

January 9, 2020

Jim Atkinson, Director

Fred R. Bockmiller, P.E., Director

James R. Fisler, Director



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MEMORANDUM

TO: Board of Directors
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: January 9, 2020
SUBJECT: Intent to Issue Tax-Exempt Obligations

RECOMMENDATION

Adopt Resolution No. 1528 Regarding the District's Intention to Issue Tax-Exempt Obligations.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION

At its February 9, 2017 meeting, the Board of Directors (Board) adopted Resolution No. 1490 Regarding The District's Intention to Issue Tax-Exempt Obligations.

DISCUSSION

At the November 14, 2019 workshop, staff was given direction to investigate potential financing options to fund the approved Capital Improvement Plan (CIP). One potential option would be to issue tax-exempt obligations to pay for the CIP. To that effort staff recommends adoption of a resolution that will allow Mesa Water District (Mesa Water®) to get reimbursed for costs incurred for projects to be funded by the tax-exempt obligations prior to their issuance.

Similar to prior resolutions adopted by Mesa Water's Board in the past (Resolution No. 1490 on February 9, 2017, Resolution No. 1254 on August 23, 2001 and Resolution 1096 on May 28, 1992), A Declaration of Official Intent to reimburse capital expenditures from debt proceeds (also called a Reimbursement Resolution) is required when government agencies anticipate financing projects from tax-exempt debt. This requirement is governed by U.S. Treasury Regulations Section 1.150-2.

To be effective, the Reimbursement Resolution must provide a description of the financed project(s) and the maximum funding amount for the proposed borrowing. Also, a Reimbursement Resolution does not mandate that Mesa Water issue additional debt; rather, it simply preserves a tax-exempt opportunity for project spending prior to issuing debt.

Staff recommends that the Board of Directors adopt Resolution No. 1528 which details the proposed projects along with electing the option of tax-exempt capital spending.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Resolution No. 1528

RESOLUTION NO. 1528

RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS REGARDING THE DISTRICT'S INTENTION TO ISSUE TAX-EXEMPT OBLIGATIONS

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, the Board of Directors of the Mesa Water District desires to finance the costs of acquiring certain public facilities and improvements, as provided in Appendix A attached hereto and incorporated herein (the Project); and

WHEREAS, Mesa Water intends to finance the acquisition of the Project or portions of the Project with the proceeds of the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the Obligations); and

WHEREAS, prior to the issuance of the Obligations, Mesa Water desires to incur certain expenditures with respect to the Project from available monies of Mesa Water which expenditures are desired to be reimbursed by Mesa Water from a portion of the proceeds of the sale of the Obligations.

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

Section 1. Mesa Water hereby states its intention and reasonably expects to reimburse Project costs incurred prior to the issuance of the Obligations with proceeds of the Obligations. Appendix A describes either the general character, type, purpose, and function of the Project, or the fund or account from which Project costs are to be paid and the general functional purpose of the fund or account.

Section 2. The reasonably expected maximum principal amount of the Obligations that is anticipated to be used for such reimbursement is \$20,000,000.

Section 3. This resolution is being adopted not later than sixty (60) days after the date (the Expenditures Date or Dates) that Mesa Water expended monies for the portion of the Project costs to be reimbursed from proceeds of the Obligations.

Section 4.

Except as described below, the expected date of issue of the Obligations will be within eighteen months of the later of the Expenditure Date or Dates and the date the Project is placed in service; provided, the reimbursement may not be made more than three years after the original expenditure is paid. For Obligations subject to the small issuer exception of Section 148(f)(4)(D) of the Internal Revenue Code, the “eighteen-month limit” of the previous sentence is changed to “three years” and the limitation of the previous sentence beginning with “; provided,…” is not applicable.

Section 5.

Proceeds of the Obligations to be used to reimburse for Project costs are not expected to be used, within one year of reimbursement, directly or indirectly to pay debt service with respect to any obligation (other than to pay current debt service coming due within the next succeeding one year period on any tax-exempt obligation of Mesa Water (other than the Obligations)) or to be held as a reasonably required reserve or replacement fund with respect to an obligation of Mesa Water or any entity related in any manner to Mesa Water, or to reimburse any expenditure that was originally paid with the proceeds of any obligation, or to replace funds that are or will be used in such manner.

Section 6.

This resolution is consistent with the budgetary and financial circumstances of Mesa Water, as of the date hereof. No monies from sources other than the Obligation issue are, or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by Mesa Water (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, the Board of Directors is not aware of the previous adoption of official intents by Mesa Water that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

Section 7.

The limitations described in Section 4 and Section 5 do not apply to (a) costs of issuance of the Obligations, (b) an amount not in excess of the lesser of \$100,000 or five percent (5%) of the proceeds of the Obligations, or (c) any preliminary expenditures, such as architectural, engineering, surveying, soil testing, and similar costs other than land acquisition, site preparation, and similar costs incident to commencement of construction, not in excess of twenty percent (20%) of the aggregate issue price of the Obligations that finances the Project for which the preliminary expenditures were incurred.

Section 8.

This resolution is adopted as an official action of Mesa Water in order to comply with Treasury Regulation § 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Mesa Water expenditures incurred prior to the date of issue of the Obligations, is part of Mesa Water’s official proceedings, and will be available for inspection by the general public at the main administrative office of Mesa Water.

Section 9.

All the recitals in this Resolution are true and correct and the Board of Directors so finds, determines and represents.

ADOPTED, SIGNED, and APPROVED this 9th day of January 2020 by a roll call vote.

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

Shawn Dewane
President, Board of Directors

Denise Garcia
District Secretary

RESOLUTION NO. 1528

APPENDIX A

RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS REGARDING THE DISTRICT'S INTENTION TO ISSUE TAX-EXEMPT OBLIGATIONS

DESCRIPTION OF PROJECT

Improvements to the water system of Mesa Water including but not limited to:

1. Well Automation & Rehab
2. IT Security Upgrades
3. Croddy/Chandler Well Sites
4. Santa Ana PRS Upgrade
5. Pipeline Integrity Testing
6. Administrative Building Improvements & HVAC
7. Reservoirs Pump Controls & Chemical Systems
8. Pipeline Replacement
9. Facilities Security Upgrade
10. OC-44
11. MWRf Improvements
12. Reservoirs 1 & 2 Improvements
13. IT Master Plan
14. Operations Routine Capital Improvements
15. Operations Non-Routine Capital Improvements



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MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, External Affairs Manager
DATE: January 9, 2020
SUBJECT: State Advocacy Briefing

RECOMMENDATION

Receive the presentation.

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

At its December 12, 2019 meeting, the Board of Directors (Board) approved the proposed 2020 Legislative Platforms. Advocacy for Mesa Water District's (Mesa Water®) platforms will continue to require significant work in Sacramento on multiple matters during Calendar Year 2020.

DISCUSSION

California Advocates has effectively advocated for Mesa Water on several high-priority issues through active legislative monitoring and engagement with the: State legislature and its leadership, committees, consultants, and staff; Governor's administration and State Water Resources Control Board; Association of California Water Agencies; CalDesal; California Municipal Utilities Association; California Special Districts Association; Community Water Systems Alliance; Delta Stewardship Council; WaterReuse California; and others.

Mesa Water's lobbyists from California Advocates -- Dennis Albiani and Anthony Molina -- will provide a briefing to the Board regarding State advocacy activities for Mesa Water and anticipated State legislative/regulatory activities in Calendar Year 2020.

FINANCIAL IMPACT

In Fiscal Year 2020, \$170,000 is budgeted for Support Services; \$94,500 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Celeste Carrillo, Public Affairs Coordinator
DATE: January 9, 2020
SUBJECT: Mesa Water District Customer Survey

RECOMMENDATION

Receive the presentation.

STRATEGIC PLAN

Goal #4: Increase public awareness about Mesa Water® and about water.
Goal #6: Provide outstanding customer service.

PRIOR BOARD ACTION/DISCUSSION

In November 2008, four years prior to the District's rebranding, Mesa Water District (Mesa Water®) conducted a survey for its customers' awareness of – and satisfaction with – the District.

In 2012, staff conducted a Request for Proposal process for survey services that resulted in retaining Probolsky Research to conduct two follow-up customer surveys for the District, the first of which was done in June 2012, and the second of which was done in February 2015.

At its July 22, 2019 meeting, the Legislative and Public Affairs Committee received information that staff was developing a Request for Qualifications for a new baseline survey. The survey's purpose is to serve as a benchmark for measuring the effectiveness of Mesa Water's communications and customer services efforts, and for planning future communications and customer services programs.

At its September 12, 2019 meeting, the Board of Directors (Board) awarded a contract to True North Research, Inc. for \$34,875 per year to conduct the Mesa Water District Customer Survey.

At its October 10, 2019 meeting, the Board received a discussion item on the Customer Survey Questionnaire for the Board's review and to provide staff with feedback.

DISCUSSION

The purpose of the customer survey is to serve as a benchmark for measuring the effectiveness of Mesa Water's communications and customer services efforts, and for planning future communications and customer services programs.

Between November 8 and December 3, 2019, True North Research polled 804 Mesa Water customers. The survey results accuracy is +/- 3.42% with a 95% degree of confidence. True North Research will present the topline survey findings at Mesa Water's January 9, 2020 Board meeting.



FINANCIAL IMPACT

In Fiscal Year 2020, \$35,000 is budgeted for the Mesa Water District Customer Survey; no funds have been spent to date.

ATTACHMENTS

None.

REPORTS:

19. REPORT OF THE GENERAL MANAGER:
 - December Key Indicators Report
 - Other (no enclosure)

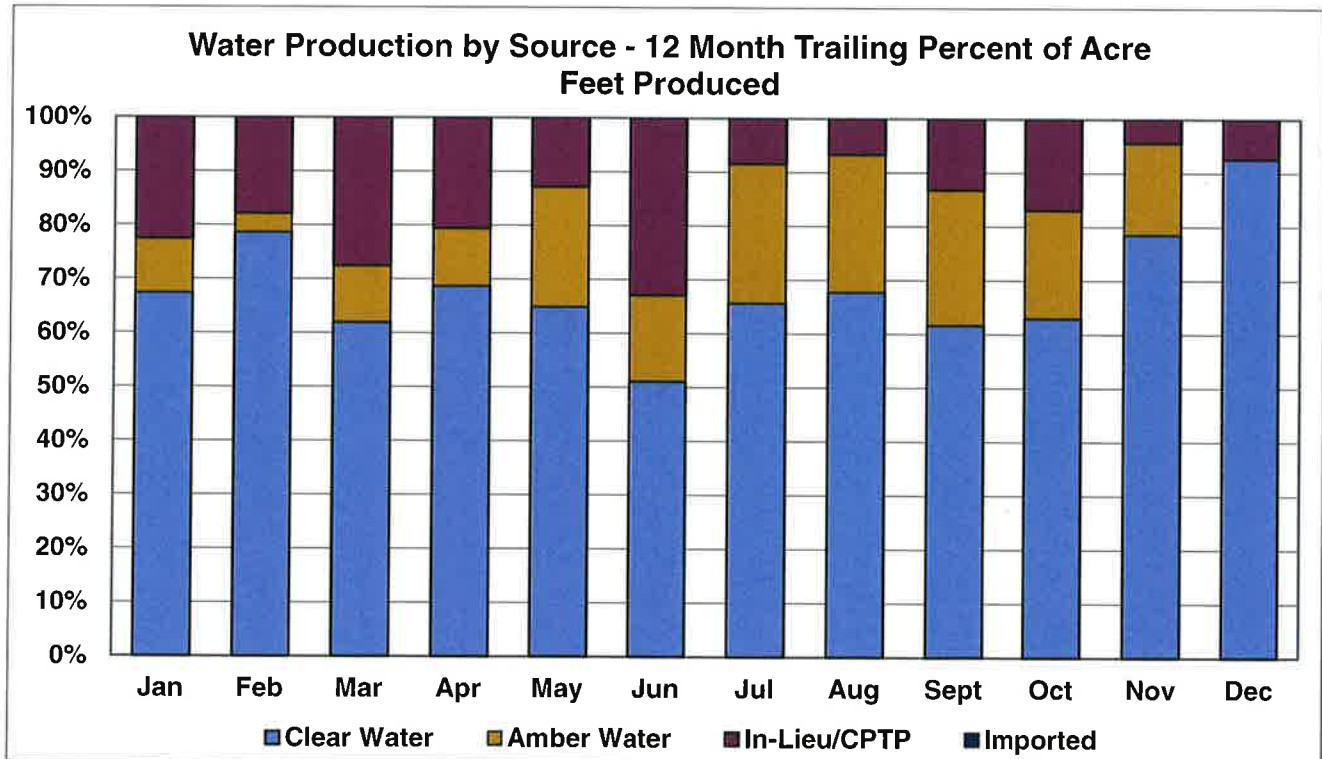
**Monthly Key Indicators Report
For The Month of December 2019**

Goal #1: Provide a safe, abundant, and reliable water supply

FY 2020 Potable Production (Acre Feet)

Water Supply Source	FY 2020 YTD Actual (AF)	FY 2020 YTD Budget (AF)	FY 2020 Annual Budget (AF)
Clear Water	6,049	5,761	11,161
Amber Water (MWRP)	1,755	2,101	4,087
Imported	0	0	0
Basin Management Water	840	1,400	2,500
Total Production	8,643	9,262	17,748

YTD actual water production (AF) through December 31, 2019



**Monthly Key Indicators Report
For The Month of December 2019**

Goal #1: Provide a safe, abundant, and reliable water supply

FY20 System Water Quality – This data reflects samples taken in November

Distribution System:	Average	Range	MCL
Chlorine Residual (mg/L) <i>Compliance</i>	1.78	0.20 – 2.65 Current RAA = 1.86	4 RAA
Coliform Positive % <i>Compliance</i>	0	0	5
Temperature (° F)	74.6	69 – 80	None

Reservoir I & II:	Average	Range	MCL
Chlorine Residual (mg/L)	0.95	0.15 – 1.66	None
Monochloramine (mg/L)	0.92	0.07 – 1.66	None
Ammonia (mg/L)	0.23	0.02– 0.39	None
Temperature (° F)	73.6	69 – 76	None

Wells (Treated):	Average	Range	MCL
Chlorine Residual (mg/L)	2.57	2.24 – 3.33	None
Monochloramine (mg/L)	2.53	2.23 – 2.84	None
Ammonia (mg/L)	0.54	0.43 - 0.62	None
Temperature (° F)	73.9	70 - 77	None

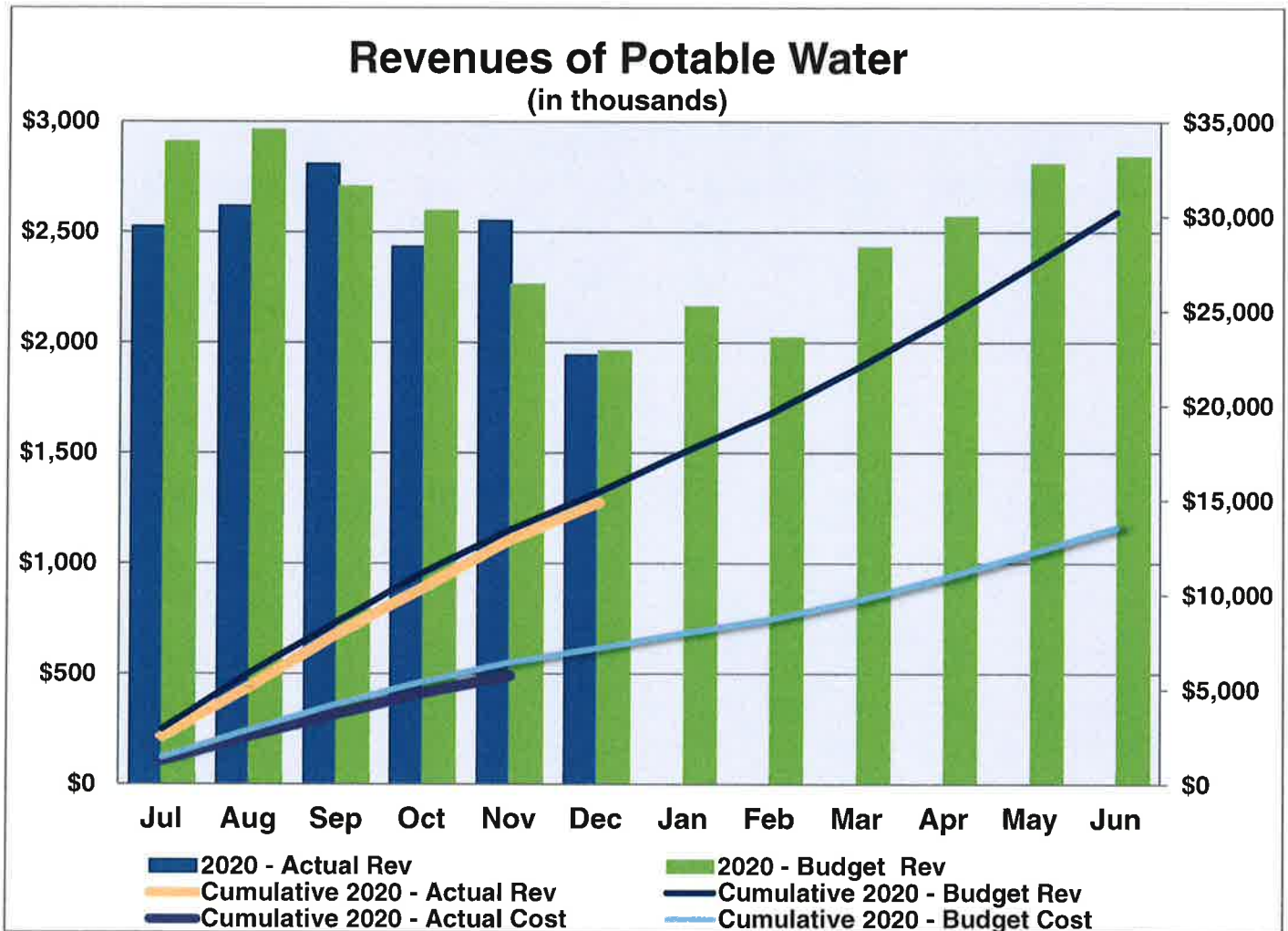
MWRF:	Average	Range	MCL
Chlorine Residual (mg/L)	2.40	2.23 – 2.68	None
Monochloramine (mg/L)	2.36	2.15 – 2.67	None
Ammonia (mg/L)	0.53	0.44 - 0.58	None
Temperature (° F)	80.6	78 – 84	None
Color (CU) <i>Compliance</i>	ND	ND	15
Odor (TON) <i>Compliance</i>	1	1	3

Water Quality Calls/Investigations:

Total Calls	2
Total Investigations (from calls)	0

**Monthly Key Indicators Report
For The Month of December 2019**

Goal #2: Practice perpetual infrastructure renewal and improvement



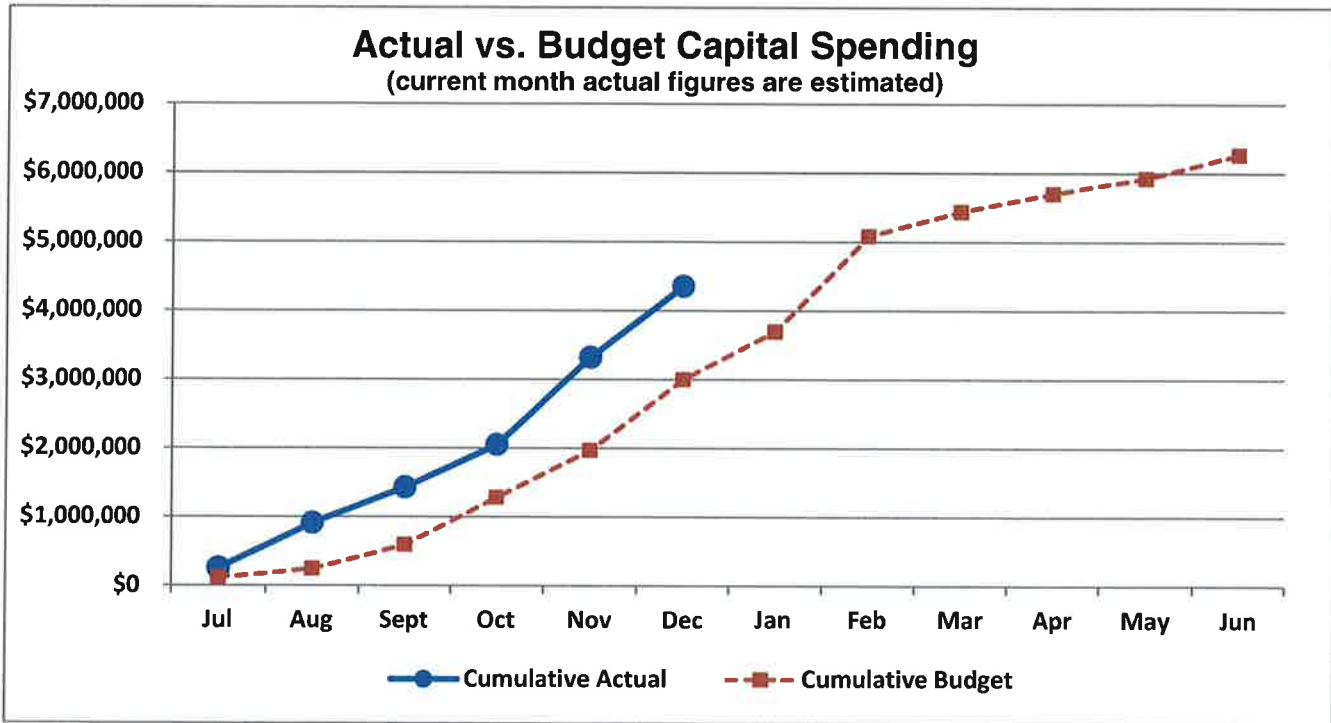
	Actual	Budget	Favorable (Unfavorable)	
			Difference	%
Total YTD Revenue \$	14,877,134	15,397,369	(520,235)	(3.38%)

	Actual	Budget	UnFavorable (Favorable)	
			Difference	%
Total YTD Cost \$ *	5,724,515	6,434,971	(710,456)	(11.04%)

* YTD Cost is trailing YTD Revenue by one month due to the timing of when costs are available.

Monthly Key Indicators Report
For The Month of December 2019

Goal #3: Be financially responsible and transparent



**Monthly Key Indicators Report
For The Month of December 2019**

Goal #4: Increase public awareness about Mesa Water® and about water

Web Site Information

Web Site Information	November 2019	December 2019
Visits to the web site	8120	7402
Unique visitors (First time to the site)	5139	4805
Average per day	271	239
Average visit length	1 minute, 38 seconds	1 minute, 56 seconds
Page visited most	Home	Home
Second most visited page	Online Bill Pay	Online Bill Pay
Third most visited page	Human Resources	Human Resources
Fourth most visited page	Payment Options	Payment Options
Fifth most visited page	Contact	Contact
Most downloaded file	Online Bill Pay Instructions	Online Bill Pay Instructions
Second most downloaded file	2019 Water Quality Report	2019 Water Quality Report
Most active day of the week	Monday	Monday
Least active day of the week	Sunday	Saturday

Total visits since June 1, 2002	<u>1,388,747</u>
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Water Vending Machine Information

Vending Machine Location	Vend Measurement	December 2019 Vends	Totals Vends
Mesa Water Office	1 gal	4,491	388,097

Monthly Key Indicators Report
For the Month of December 2019
Goal #5: Attract and retain skilled employees

DEPARTMENT:	FY 2020			COMMENTS:
	BUDGET	FILLED	VACANT	
OFFICE OF THE GENERAL MANAGER:				
General Manager	1.00	1.00	0.00	
Business Administrator	1.00	1.00	0.00	
Subtotal	2.00	2.00	0.00	
ADMINISTRATIVE SERVICES:				
Administrative Services	5.00	5.00	0.00	
Subtotal	5.00	5.00	0.00	
CUSTOMER SERVICES:				
Conservation	1.00	1.00	0.00	
Customer Service	9.00	8.00	1.00	<i>Lead Field Customer Service Representative - vacant/under review</i>
Subtotal	10.00	9.00	1.00	
ENGINEERING:				
Engineering	4.00	4.00	0.00	
Subtotal	4.00	4.00	0.00	
EXTERNAL AFFAIRS:				
Legislative & Governmental Affairs	1.50	1.50		
Subtotal	1.50	1.50	0.00	
FINANCIAL SERVICES:				
Financial Reporting/ Purchasing	4.00	4.00	0.00	
Accounting	1.00	0.00	1.00	<i>Accounting Technician I/II/Sr. Accounting Technician - vacant/recruitment in process</i>
Subtotal	5.00	4.00	1.00	
HUMAN RESOURCES:				
Human Resources	3.00	2.00	1.00	<i>Sr. Human Resources Analyst - vacant/using temporary assistance</i>
Subtotal	3.00	2.00	1.00	
PUBLIC AFFAIRS:				
Outreach, Education & Communications	2.50	1.50	1.00	<i>Public Affairs Manager - vacant/on hold</i>
Subtotal	2.50	1.50	1.00	
WATER OPERATIONS:				
Supervision/Support	6.00	6.00	0.00	
Distribution	10.00	10.00	0.00	
Production	3.00	3.00	0.00	
Water Quality	2.00	1.00	1.00	<i>Water Quality Technician I/II - vacant/recruitment in process</i>
Subtotal	21.00	20.00	1.00	
* TOTAL BUDGETED POSITIONS:	54.00	49.00	5.00	

**Monthly Key Indicators Report
For The Month of December 2019**

Goal #6: Provide outstanding customer service

Customer Calls

Call Type	FY20 YTD	December 2019	YTD Weekly Average
General Billing Question	990	132	38
Service Requests	846	116	33
High Bill	919	106	35
Payments	1110	189	43
Late Fee	2472	251	95
Account Maintenance	425	65	16
On-Line Bill Pay	4026	390	155
Water Pressure	14	1	1
No Water	178	23	7
Conservation	176	17	7
Water Waste	85	19	3
Other (District info. other utility info. etc.)	1791	283	69
Rate Increase	26	21	0
Fluoridation	0	0	0
TOTAL CUSTOMER CALLS	13058	1613	502
AVERAGE ANSWER TIME (Seconds)	34	34	34

Online Bill Pay Customers

Current Customers Enrolled	FY 2020 YTD	December 2019	YTD Weekly Average
11255	11255	731	433

REPORTS:

20. DIRECTORS' REPORTS AND COMMENTS

**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
12/16/19	Meeting w/ MCWRA J. Kingsbury, 10/31
12/20/19	MWDOC Admin & Finance Committee Meeting, 12/11
12/20/19	WACO Meeting, 12/13
12/20/19	MWDOC Public Affairs & Legislation Committee Meeting, 12/16
12/20/19	WACO Planning Committee Meeting, 12/17
12/20/19	MWDOC Board Meeting, 12/18

Fred R. Bockmiller, P.E. Meetings Attended

Reimbursement Date:	Description, Date
12/20/19	OC-44 Sliplining Tour, 12/10
12/20/19	Mesa Water Employee Event, 12/11
12/20/19	OC-44 Sliplining Tour, 12/13
12/20/19	Meeting w/ General Manager, 12/16
12/20/19	OCWD Board Meeting, 12/18

Marice H. DePasquale Meetings Attended

Reimbursement Date:	Description, Date
12/06/19	Meeting w/ Santa Margarita Water District Director McCusker, 8/21
12/16/19	ACWA/JPIA Fall Conference, 12/2 – 12/6
12/20/19	4 th Grade Assembly, 11/26
12/20/19	Mesa Water Employee Event, 12/11
12/20/19	OC-44 Pipeline Tour, 12/13
12/20/19	Meeting w/ Mesa Water Director, 12/18

Shawn Dewane Meetings Attended

Reimbursement Date:	Description, Date
12/20/19	Mesa Water Employee Event, 12/11
12/20/19	OC-44 Pipeline Tour, 12/13
12/20/19	Meeting w/ Mesa Water Director, 12/18

James R. Fisler Meetings Attended

Reimbursement Date:	Description, Date
12/19/19	ACWA Local Government Committee Meeting, 12/3
12/19/19	Santa Margarita Water District Board Meeting, 9/4
12/19/19	Silverado Modjeska District Board Meeting, 10/10



12/19/19	Trabuco Canyon Water District Board Meeting, 10/29
12/20/19	ISDOC Executive Committee Meeting, 12/10
12/20/19	WACO Meeting, 12/13
12/20/19	OC-44 Pipeline Tour, 12/13

There are no support materials for this item.

CLOSED SESSION:

23. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE 54957.6:
District Negotiator: General Manager
Employee Organization: District Employees