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Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, February 13, 2020
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Items Not on the Agenda: Members of the public are invited to address the Board regarding items which are not 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 January 9, 2020.
2. Approve minutes of special Board meeting of January 21, 2020.
3. Approve minutes of special Board meeting of January 27, 2020.
4. Approve minutes of special Board meeting of January 27, 2020.
5. Approve attendance considerations (additions, changes, deletions).
6. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
7. Receive the Quarterly Training Report for October 1, 2019 to December 31, 2019.

ACTION ITEMS:

None

PRESENTATION AND DISCUSSION ITEMS:

8. MUNICIPAL WATER DISTRICT OF ORANGE COUNTY BRIEFING:

Recommendation: Receive the presentation.



9. PARADISE IRRIGATION DISTRICT:

Recommendation: Receive the presentation.

10. BOARD WORKSHOP PLANNING:

Recommendation: Review agenda topics and discuss planning for the March 27, 2020 Board of Directors' workshop.

REPORTS:

11. REPORT OF THE GENERAL MANAGER:

- January Key Indicators Report
- Other (no enclosure)

12. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

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

14. OTHER (NO ENCLOSURE)

CLOSED SESSION:

15. CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION/ADJUDICATORY PROCEEDINGS:

Pursuant to California Government Code Section 54956.9 (d)(2) and 54954.5 (c) – based on existing facts and circumstances, the Board is meeting with Legal Counsel to review matters relating to legal proceedings presented to the California Fair Political Practices Commission involving Mesa Water District.

Case: 16/19813

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, MARCH 12, 2020 AT 6:00 P.M.



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, January 9, 2020
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 at 6:01 p.m. by President Dewane.

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
James R. Fidler, 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
Wendy Duncan, Records Management Specialist/
Assistant District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer/
District Treasurer
Stacie Sheek, Customer Services Manager
Stacy Taylor, External Affairs Manager
Tracy Manning, Water Operations Manager
Kurt Lind, Business Administrator
Celeste Carrillo, Public Affairs Coordinator
Brittany Erdman, Public Affairs Department Assistant
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present Sharon M. Browning, Principal, Sharon Browning & Associates
Dennis Albiani, Vice President, California Advocates, Inc.
Anthony Molina, Legislative Advocate, California Advocates, Inc.
Timothy McLarney, Ph.D., President, True North Research, Inc.

WELCOME BOARD WORKSHOP FACILITATOR

Item taken later in the agenda.

PUBLIC COMMENTS

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

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

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

General Manager Shoenberger recommended reordering the agenda to take Items 17 and 18 after the Consent Calendar. There were no objections.

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, 2019.
2. Approve minutes of special Board meeting of December 17, 2019.
3. Approve minutes of special Board meeting of December 19, 2019.
4. Approve minutes of special Board meeting of December 19, 2019.
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 \$400,000 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.

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

MOTION

Motion by Director Atkinson, second by Director Fisler, to approve Items 1 – 13 of the Consent Calendar. Motion passed 5-0.

ITEM 17 - STATE ADVOCACY BRIEFING:

External Affairs Manager Taylor introduced California Advocates, Inc. Vice President Dennis Albiani and Legislative Advocate Anthony Molina. Mr. Albiani provided the Board a brief overview of the advocacy work they provided for Mesa Water in 2019 and anticipated legislation in 2020.

Messrs. Albiani and Molina responded to questions from the Board and they thanked them for the overview.

ITEM 18 - MESA WATER DISTRICT CUSTOMER SURVEY:

GM Shoenberger introduced Public Affairs Department Assistant Erdman who provided an overview of the topic and introduced True North Research, Inc. President Timothy McLarney who proceeded with a presentation that highlighted the following:

- Methodology of Study
- Most Important Issue Facing the Community
- Perceived Reliability of Water Supply
- Knowledge of Water Origin
- Aided & Unaided Awareness of Mesa Water District
- Awareness of Mesa Water by Own vs. Rent
- Opinion of Mesa Water District
- Statements about Mesa Water District
- Overall Satisfaction with Service Provider
- Satisfaction with Services Tier 1 and 2
- Satisfaction with District's Communication Efforts
- Key Findings

Dr. McLarney responded to questions from the Board and they thanked him for the presentation.

WELCOME BOARD WORKSHOP FACILITATOR

GM Shoenberger introduced Sharon Browning & Associates Principal Sharon M. Browning who proceeded with an introduction of herself and her firm, and an overview of her role as the District's Board Workshop Facilitator.

Ms. Browning responded to questions from the Board and they thanked her for the overview.

ACTION ITEMS:

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

Director Bockmiller read the proclamation into the record:

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.

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

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to approve a proclamation honoring the life and memory of former Director R. Michael Healey. Motion passed 5-0.

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

Director Atkinson read the proclamation into the record:

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.

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

MOTION

Motion by Director Atkinson, second by Director Bockmiller, to approve a proclamation honoring the life and memory of former Director Trudy Ohlig-Hall. Motion passed 5-0.

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

Chief Financial Officer Khalifa provided an overview of the topic.

Mr. Khalifa responded to questions from the Board and they thanked him for the information.

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

MOTION

Motion by Vice President DePasquale, second by Director Atkinson, to adopt Resolution No. 1528 Regarding the District's Intention to Issue Tax-Exempt Obligations. Motion passed 5-0, by the following roll call vote:

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

PRESENTATION AND DISCUSSION ITEMS:

17. STATE ADVOCACY BRIEFING:

Item taken earlier in the agenda.

18. MESA WATER DISTRICT CUSTOMER SURVEY:

Item taken earlier in the agenda.

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)

RECESS

President Dewane declared a recess at 7:30 p.m.

The Board meeting reconvened at 7:33 p.m.

CLOSED SESSION:

President Dewane announced that the Board was going into Closed Session at 7:33 p.m.

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

The Board returned to Open Session at 7:49 p.m.

District Secretary Garcia announced that the Board conducted one Closed Session with the General Manager, Assistant General Manager, District Secretary, Chief Financial Officer and Legal Counsel pursuant to Government Code Section 54957.6. The Board received information and there was no further announcement.

President Dewane adjourned the meeting in honor of former Directors R. Michael Healey and Trudy Ohlig-Hall at 7:50 p.m. to a Regular Board Meeting scheduled for Thursday, February 13, 2020 at 6:00 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Sharon D. Brimer, Recording Secretary



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Tuesday, January 21, 2020
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 at 3:30 p.m. by Chairman Bockmiller.

PLEDGE OF ALLEGIANCE Director Fisler led the Pledge of Allegiance.

Directors Present Marice H. DePasquale, Vice President
Jim Atkinson, Director *(arrived at 3:34 p.m.)*
Fred R. Bockmiller, P.E., Director, Chair
James R. Fisler, Director

Directors Absent Shawn Dewane, President

Staff Present Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Wendy Duncan, Records Management Specialist/
Acting District Secretary
Tracy Manning, Water Operations Manager
Karyn Igar, Senior Civil Engineer
Justin Finch, Water Use Efficiency Analyst

Others Present Alex Wesner, P.E., Vice President, Separation Processes, Inc.

PUBLIC COMMENTS

There was no public present.

Director Bockmiller reordered the agenda to take Items 7 and 8 before Consent Calendar. There were no objections.

Item 7 - 2019 Public Health Goals Report

Assistant General Manager Lauri provided an overview of the topic and introduced Separation Processes, Inc. Vice President Alex Wesner, P.E., who proceeded with a presentation that highlighted the following:

- Drinking Water Regulations
- Public Health Goals
- Treatment Alternative
- Screening Criteria
- Process Flow Development
- Capital Cost Development

- O&M Cost Development
- Summary

Discussion ensued amongst the Board.

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

Item 8 - OCWD PFAS Program

GM Shoenberger provided an overview of policy modifications to the OCWD PFAS Program and answered questions from the Board.

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 Vice President DePasquale, second by Director Atkinson, to approve Items 1 – 5 of the Consent Calendar. Motion passed 4-0-1, with President Dewane absent.

ACTION ITEMS:

6. Committee Meeting Dates and Chair Appointment

MOTION

Motion by Vice President DePasquale, second by Director Atkinson, to confirm the 2020 Engineering and Operations Committee regular meetings for the third Tuesday of each month, starting at 3:30 p.m., and to appoint Director Bockmiller as the Committee Chair. Motion passed 4-0-1, with President Dewane absent.

PRESENTATION AND DISCUSSION ITEMS:

7. 2019 Public Health Goals Report
This item was taken earlier in the agenda.
8. OCWD PFAS Program
This item was taken earlier in the agenda.

REPORTS:

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

INFORMATION ITEMS:

11. Smart Timer Distribution Workshop

The Board meeting was adjourned at 4:26 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Monday, January 27, 2020
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 at 3:30 p.m. by Chairwoman DePasquale.

PLEDGE OF ALLEGIANCE

Director Bockmiller led the Pledge of Allegiance.

Directors Present

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

Directors Absent

Shawn Dewane, President

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer
Stacy Taylor, External Affairs Manager
Syndie Ly, Human Resources Manager
Celeste Carrillo, Public Affairs Coordinator

Others Present

John Lewis, President, John Lewis Consulting Group

PUBLIC COMMENTS

There was no public present.

Vice President DePasquale reordered the agenda to take Item 4 before the Consent Calendar. There were no objections.

Item 4 – Orange County Update

Lewis Consulting Group President John Lewis provided the Orange County Update.

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

CONSENT CALENDAR ITEMS:

1. State Advocacy Update
2. Outreach Update

MOTION

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

ACTION ITEMS:

3. Committee Meeting Dates and Chair Appointment

MOTION

Motion by Director Bockmiller, second by Director Fisler, to retain Vice President DePasquale as the Committee Chair. Motion passed 4-0-1, with President Dewane absent.

MOTION

Motion by Director Atkinson, second by Vice President DePasquale, to confirm the 2020 Legislative & Public Affairs Committee regular meetings for the fourth Monday of each month, starting at 3:30 p.m. Motion passed 4-0-1, with President Dewane absent.

PRESENTATION AND DISCUSSION ITEMS:

4. Orange County Update

This item was taken earlier in the agenda.

5. Outreach Topic: 100% Local and Reliable

General Manager 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
- 100% Local and Reliable
- Frequently Asked Public Questions

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

REPORTS:

6. Report of the General Manager
7. Directors' Reports and Comments

INFORMATION ITEMS:

None.

The Board meeting was adjourned at 4:10 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, January 27, 2020
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 at 4:12 p.m. by Chairman Fisler.

Directors Present

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

Directors Absent

Shawn Dewane, President

Staff Present

Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer
Syndie Ly, Human Resources Manager

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

ACTION ITEMS:

5. Committee Meeting Dates and Chair Appointment

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to retain Director Fisler as the Committee Chair and to confirm the 2020 Finance Committee regular meetings for the fourth Monday of each month, starting at 3:30 p.m. or as soon thereafter as the Legislative and Public Affairs agenda permits.

PRESENTATION AND DISCUSSION ITEMS:

None.

REPORTS:

6. Report of the General Manager
7. Directors' Reports and Comments

INFORMATION ITEMS:

8. Claim of Steve Legere

Discussion ensued amongst the Board.

Chief Financial Officer Khalifa responded to questions from the Board and they thanked him for the information.

CLOSED SESSION:

Director Fisler announced that the Board was going into Closed Session at 4:18 p.m.

9. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO CALIFORNIA GOVERNMENT CODE 54957.6:
District Negotiator: General Manager
Employee Organization: Mesa Water District Employee Association Represented Employees

The Board returned to Open Session at 4:29 p.m.

District Secretary Garcia announced that the Board conducted one Closed Session with the General Manager, District Secretary, Chief Financial Officer, and Human Resources Manager pursuant to California Government Code 54957.6. The Board received information and provided direction to the District Negotiator.

The Board meeting was adjourned at 4:30 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: February 13, 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 19 - 21, 2020	
Urban Water Institute Spring Conference	<i>Atkinson</i>
Palm Springs, CA	
February 25 - 27, 2020	
ACWA Annual Washington D.C. Conference	
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 2, 2020	
MWDOC Elected Officials Forum	
Fountain Valley, CA	
April 6 - 9, 2020	
AWWA CA-NV Spring Conference	
Anaheim, CA	
April 15 - 16, 2020	
WaterNow Alliance 5th Annual Summit	
Philadelphia, PA	
May 4 - 8, 2020	
ACWA/JPIA Spring Conference	
Monterey, CA	
May 18 - 19, 2020	
Public-Private Partnerships Water Summit	
San Diego, 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, 2020	
AWWA ACE20 Conference	
Orlando, FL	
June 22 - 24, 2020	
SWMOA Annual Symposium	
Pico Rivera, CA	
August 11 - 13, 2020	
ACWA Summer Quarterly Foun	
Sacramento, CA	

February 2020

February 2020							March 2020						
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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 (Parisian Conference Room) 5:30pm Costa Mesa City Council Meeting (Council Chambers)	5 CalDesal Annual Conference - JA, MD, SD (Santa Barbara, CA) Payday 8:30am Jt. MWDOC/MWD Workshop (MWDOC/OCWD Boardroom) 10:00am CalDesal Executive Committee Meeting - MD, SD (Santa Barbara) 5:30pm OCWD Board Meeting (OCWD Boardroom) 6:00pm Neighborhood Chat - SD	6	7 7:30am WACO Meeting (MWDOC/OCWD Boardroom) 10:00am ACWA Energy Committee Meeting - FB (San Diego Gas & Electric's Emergency Operation Center, 8330 Century Park Court, Building 6, San Diego)	8
9	10 5:00pm IRWD Board Meeting (15600 Sand Canyon Avenue in Irvine)	11 7:30am OCBC Infrastructure Committee Meeting (2 Park Plaza, Suite 125 Irvine, 92614; OCBC Conference) 8:15am LAFCO Meeting (Hall of Administration 10 Civic Center Plaza Santa Ana, CA 92701) 12:30pm ACWA Groundwater Committee - JA (Sacramento, CA)	12 ACWA Winter Quarterly Forum - JA, MD (Sacramento, CA) 8:30am MWDOC Admin and Finance Committee (Conference Room 101) 12:30pm ACWA Water Quality Committee - JA (Sacramento, CA) 5:30pm MWDOC Water Policy Forum (686 Anton Boulevard, Costa Mesa) 6:00pm Neighborhood Chat - MD (MWRF)	13 10:00am ACWA Communications Committee Meeting - MD (ACWA Office, 980 9th Street, Sacramento) 6:00pm Mesa Water Board Meeting (Boardroom)	14 Pay Period Ends 9:00am School Assembly (Division 1) (1025 Victoria Street, Costa Mesa)	15
16	17 District Holiday 8:30am R/S to 2/18 MWDOC Public Affairs & Legislation (Conference Room 101)	18 7:30am WACO Planning Committee (Conference Room C-3) 8:30am R/S from 2/17 MWDOC Public Affairs & Legislation (Conference Room 101) 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 Urban Water Institute's Spring Water Conference (JA) (Palm Springs, CA) 8:30am MWDOC Executive Committee (Conference Room 102) 11:30am CWSA Advocacy 101 Training (Mojave Water Agency, 13846 Conference Center Drive, Apple) 11:30am OC Tax Annual Membership Meeting (650 Town Center Drive) 11:30am CM Chamber Event	21	22 9:00am YLWD Infrastructure Tour (YLWD, 1717 East Miraloma Avenue, Placentia)
23	24 3:30pm LPAC/Finance Committee Meeting (Boardroom) 5:00pm IRWD Board Meeting (15600 Sand Canyon Avenue in Irvine)	25 6:00pm Neighborhood Chat - JF (Mesa Verde Church)	26 ACWA DC 8:30am Jt. 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	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 1	2 8:30am MWDOC Planning & Operations Committee Meeting (Conference Room 101) 12:30pm ACC-OC EEW Committee (OCWD: 18700 Ward Street, Fountain Valley, CA 92708 (Laboratory Building Conference Rm. L1 - 2nd Floor))	3 7:30am ISDOC Executive Committee Meeting (Conference Room 101) 11:30am OCBC 2020 March Primary Election Day Event (4110 MacArthur Boulevard, Newport Beach) 12:00pm Executive Committee Meeting (Panian 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	6 7:30am WACO Meeting (MWDOC/OCWD Boardroom)	7
8	9 10:00am Region 10 Board Meeting (JA) (TBD) 5:00pm IRWD Board Meeting (15600 Sand Canyon Avenue in Irvine)	10 7:30am OCBC Infrastructure Committee Meeting (2 Park Plaza, Suite 125 Irvine, 92614; OCBC Conference Room)	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 9:00am ACWA Legislative Symposium (1220 9th Street, Sacramento) 6:00pm Mesa Water Board Meeting (Boardroom)	13 Pay Period Ends	14
15	16 8:30am MWDOC Public Affairs & Legislation (Conference Room 101)	17 7:30am WACO Planning Committee 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 11:30am CM Chamber Event	20	21
22	23 3:30pm LPAC/Finance Committee Meeting (Boardroom) 5:00pm IRWD Board Meeting (15600 Sand Canyon Avenue in Irvine)	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

April 2020

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 29	30	31	Apr 1 Payday 8:30am Jt. MWDOC/MWD Workshop (MWDOC/OCWD Boardroom) 5:30pm OCWD Board Meeting (OCWD Boardroom)	2 6:00pm MWDOC Elected Officials Forum. (MWRF)	3 7:30am WACO Meeting (MWDOC/OCWD Boardroom)	4
5	6 8:30am MWDOC Planning & Operations Committee Meeting (Conference Room 101) 5:00pm IRWD Board Meeting (15600 Sand Canyon Avenue in Irvine)	7 AWWA CA-NV Spring Conference (Anaheim, CA) 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 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)	9 6:00pm Mesa Water Board Meeting (Boardroom)	10 Pay Period Ends	11
12	13 5:00pm GWRS Steering Committee Meeting (OCWD Boardroom, 18700 Ward Street, Fountain Valley)	14 7:30am OCBC Infrastructure Committee Meeting (2 Park Plaza, Suite 125 Irvine, 92614; OCBC Conference Room)	15 WaterNow 5th Annual Summit (Philadelphia, PA) Payday 8:30am MWDOC Board Meeting (MWDOC/OCWD Boardroom) 5:30pm OCWD Board Meeting (OCWD Boardroom)	16 8:30am MWDOC Executive Committee (Conference Room 102) 11:30am CM Chamber Event	17	18
19	20 8:30am MWDOC Public Affairs & Legislation (Conference Room 101) 5:00pm IRWD Board Meeting (15600 Sand Canyon Avenue in Irvine)	21 7:30am WACO Planning Committee 3:30pm Engineering and Operations Committee Meeting (Boardroom) 5:30pm Costa Mesa City Council Meeting	22 8:30am Jt. MWDOC/OCWD Meeting (MWDOC/OCWD Boardroom)	23	24 Pay Period Ends	25
26	27 3:30pm LPAC/Finance Committee Meeting (Boardroom)	28	29 Payday	30	May 1	2



MesaWater
DISTRICT®

UPCOMING COMMUNITY OUTREACH EVENTS

<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. to 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. to 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. to 7:30 p.m.	<u>Sonora Elementary School</u> 966 Sonora Road Costa Mesa, CA 92626
<u>Orange County Water District's Children's Water Education Festival</u>	Wednesday, March 25, 2019 Thursday, March 26, 2019 9:30 a.m. to 3:30 p.m.	<u>University of California, Irvine</u> Irvine, CA 92697



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Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Syndie Ly, Human Resources Manager
DATE: February 13, 2020
SUBJECT: Quarterly Training Report

RECOMMENDATION

Receive the Quarterly Training Report for October 1, 2019 to December 31, 2019.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

DISCUSSION

As part of the Board of Director's (Board) approved 2019 Strategic Plan Goal #5 – Attract and retain skilled employees, Objective B is to Build Employee Skills, specifically the following:

- Fully train a minimum of two employees in key processes to ensure accountability and sustainability
- Develop and implement an operational and institutional knowledge transfer plan

Outcome 3 calls for providing quarterly training reports to the Board.

Attached is the Quarterly Training Report for October 1, 2019 to December 31, 2019. In addition to the training listed on the report, staff also conducts safety training for all employees and Monday Morning Tailgate Talks for Water Operations, Engineering and Customer Services field staff.

The Tailgate Talks for this quarter included the following topics:

- Climb on to Confined Space Safety
- Ammonia Safety Quiz
- Message to Self: Distracted Driving is Dangerous
- Lifting and Back Strain Video
- Don't Let the Chemicals Get to You
- Protection from Wildfire Smoke Training
- Personal Protective Equipment Quiz
- Lockout/Tagout of Electrical Equipment Video
- Listen Up to Protect Your Hearing
- Climb on to Ladder Safety
- Compressed Gas Safety
- The Safe Use of Compressed Air
- Cutting Pipe Safely with Power Saws

The Safety Training program included the following topics:

- Forklift Practical
- Confined Space Entry / Attendant
- Emergency Action Plan Team



- New Hire Safety Training
- Adult First Aid/CPR/AED
- Certified Crane Operator Practice
- HAZWOPER
- Certified Crane Operator Practical

Below are the required continuing education hours needed, over a three-year period, for each Distribution and Treatment Certification Renewal held by staff:

Distribution and Treatment Certification Renewals – Required Continuing Education Hours (within the last three years)				
Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
12 hours	16 hours	24 hours	36 Hours	36 hours

FINANCIAL IMPACT

The cost for the training is budgeted each fiscal year, per department or in the overall safety budget.

ATTACHMENTS

Attachment A: Quarterly Training Report for October 1, 2019 to December 31, 2019



FY20 Quarterly Training Report

2nd Quarter October 1, 2019 - December 31, 2019

Postion	Department	Date of Training	Type of Training	Organization
Water Use Efficiency Analyst	Customer Services	10/2 - 3/2019	Water Smart Innovations Conference	Southern Nevada Water Authority
Customer Service Manager	Customer Services	10/7 - 11/2019	Cogsdale Billing System Training	Harris Operating Group of Constellation Software, Inc.
All Mesa Water® Staff	All Departments	10/8/2019	Preventing Worlplace Harassment, Discrimination and Retaliation	Liebert Cassidy Whitmore
Administrative Services Manager Records Management Specialist	Administrative Services	10/8/2019	Keeping Current: Navigating Social Media Archiving, Legal Requirements and How It's Done	Association of California Water Agencies
Administrative Services Manager Assistant General Manager Chief Financial Officer External Affairs Manager Water Operations Manager Water Operations Supervisor	Administrative Services Engineering External Affairs Financial Services Operations	10/3/2019 10/9/2019 12/2/2019 12/23/2019 12/26/2019	CA Anti-Harassment Training for Supervisors & Managers (SB1343/AB1825)	Target Solutions
Department Assistant	Administrative Services	10/10/2019	How to Become a Great Communicator	Pryor
Records Management Specialist	Administrative Services	10/21 - 23/2019	ARMA 2019 International Conference	Association of Records Managerse and Administrators
Executive Assistant to the General Manager	Administrative Services	10/24 - 25/2019	Southern Nuts and Bolts Conference	City Clerks Association of California
Senior Operator	Operations	10/29 - 30/2019	Supervisor Basics, Operations Speciality Training	ACWA JPIA
Water Operations Manager	Operations	11/3 - 7/2019	AWWA Water Quality Technology Conference	AWWA
Human Resources Manager	Human Resources	11/7/2019	Public Sector Law Employment Update	Liebert Cassidy Whitmore
All Mesa Water® Staff	All Departments	11/12/2019	Defensive Driving Training	ACWA JPIA



FY20 Quarterly Training Report

2nd Quarter October 1, 2019 - December 31, 2019

Postion	Department	Date of Training	Type of Training	Organization
Department Assistant Records Management Specialist	Administrative Services	11/12/2019 - 11/14/2019	CSDA Board Secretary/Clerk Conference	California Special Districts Association
Executive Assistant to the General Manager	Administrative Services	11/19/2019	How to Deal with Difficult People	Pryor
Water Quality & Compliance Supervisor	Operations	11/21/2019 & 12/17/2019	Webinar: Proposed Lead and Copper Rule Revisions - What could it mean for water systems?	AWWA
Water Use Efficiency Analyst	Customer Services	11/27/2019	Smart Landscaping: Stormwater Management	Southern California Gas Company
Administrative Services Manager	Administrative Services	12/2 - 6/2019	ACWA Fall Conference	Association of California Water Agencies
Human Resources Manager	Human Resources	12/3/2019	Presentation & Facilitation Skills for Trainers and HR Professionals	Dale Carnegie
Water Operations Manager	Operations	12/3 - 6/2019	ACWA 2019 Fall Conference and Exhibition	ACWA



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: February 13, 2020
SUBJECT: Municipal Water District of Orange County Briefing

RECOMMENDATION

Receive the presentation.

STRATEGIC PLAN

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

Goal #3: Be financially responsible and transparent.

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

DISCUSSION

At the request of the Board of Directors, the Municipal Water District of Orange County has presented briefings since 2003.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, General Manager
DATE: February 13, 2020
SUBJECT: Paradise Irrigation District

RECOMMENDATION

Receive the presentation.

STRATEGIC PLAN

Goal #6: Provide outstanding customer service.
Goal #7: Actively participate in regional water issues.

DISCUSSION

The Camp Fire broke out on November 8, 2018, burning over 237 square miles in Butte County, California. The fire destroyed the landscape and devastated the town of Paradise before it was fully contained seventeen days later. There were 85 lives lost and more than 19,000 structures destroyed by the fire. Paradise Irrigation District was also severely impacted by the fire and moved to a temporary location in Chico, CA while they continued to assess and repair their water system infrastructure. 10,500 customers were placed on a water advisory and even though tremendous progress has been made, not all restrictions have been lifted. In addition, many of the District's employees lost their homes yet continued to work and serve their community.

In early 2019, Mesa Water District (Mesa Water®) staff explored ways to support Paradise Irrigation District, contacted key staff to identify needs, and identified donation of fleet vehicles as most impactful. Mesa Water's Board of Directors (Board) declared six Ford trucks (1 F-450, 1 F-250, 1 Ranger Super Cab, and 3 Rangers) as surplus and chose "Disposal by Donation" as the method of disposal. Staff donated the six trucks to Paradise Irrigation District to support and show solidarity to the Paradise community.

On February 4, 2020, General Manager Shoenberger received from Paradise Irrigation District a package that contained a letter from Paradise's District Manager Kevin M. Phillips, a resolution of appreciation from Paradise's Board of Directors, and a collection of thank you messages from the Paradise community. Staff will give a brief presentation to the Board at their February 13, 2020 meeting.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Letter from Kevin M. Phillips, District Manager of Paradise Irrigation District
Attachment B: Resolution No. 2019-08, Board of Directors of Paradise Irrigation District



PARADISE IRRIGATION DISTRICT

6332 Clark Road, Paradise CA 95969 | Phone (530)877-4971 | Fax (530)876-0483

January 28, 2020

Paul E. Shoenberger, General Manager
Mesa Water District
1965 Placentia Avenue
Costa Mesa, CA 92627

Dear Mr. Shoenberger:

On behalf of the Paradise Irrigation District, we would like to express our deepest appreciation to the Mesa Water District for your generosity in support of our agency and community members affected by the November 8, 2018 Camp Fire in Butte County.

Enclosed is a Resolution of Appreciation passed and adopted at a regular meeting of the Board of Directors on August 21, 2019, as well as thank you notes from the Paradise community. The District greatly appreciates your agency's commitment to providing resources in our time of need. Your support has been a critical component in the recovery process towards providing potable water to all PID customers.

Sincerely,

PARADISE IRRIGATION DISTRICT

Kevin M. Phillips, District Manager

Enclosures



PARADISE IRRIGATION DISTRICT

RESOLUTION NO. 2019-08

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PARADISE IRRIGATION DISTRICT IN APPRECIATION FOR THE
MUTUAL AID SUPPORT PROVIDED BY WATER AGENCIES AND VOLUNTEER
ORGANIZATIONS THAT HAVE ASSISTED THE DISTRICT IN ITS
RECOVERY EFFORTS FOLLOWING THE CAMP FIRE THAT OCCURRED
IN BUTTE COUNTY ON NOVEMBER 8, 2018

The Paradise Irrigation District does hereby resolve as follows:

WHEREAS, Paradise Irrigation District (PID), which provides drinking water to the homes and businesses within the Town of Paradise, was severely impacted by the unprecedented magnitude of the devastation following the Camp Fire in Butte County on November 8, 2018; and

WHEREAS, since the disaster, PID's 10,500 customers have been under a water advisory due to the fire-induced volatile organic compound contamination of water mains and service laterals; and

WHEREAS, PID's recovery effort is focused on testing system components to determine contamination and if effected by contamination, replacing damaged infrastructure; and

WHEREAS, in collaboration with other agencies via the California Water Agency Response Network (CalWARN) Mutual Aid Program and through partnerships with volunteer organizations, multiple water agencies and organizations have graciously responded by providing the mutual aid of personnel, equipment, time, and materials; and

WHEREAS, the assistance provided to Paradise Irrigation District and its customers has been invaluable in the response and recovery process; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Paradise Irrigation District expresses its sincere gratitude and appreciation to **Mesa Water District** in recognition of the support provided in helping the District make significant progress on the recovery and rebuilding efforts of its water distribution system.

PASSED AND ADOPTED this 21st day of August 2019 by the following vote at a regular meeting of the Board of Directors.

AYES: Directors Dan Hansen, Shelby Boston, Bill Kellogg, and Marc Sulik
NOES: None
ABSENT: Division 5 Director Seat Vacant

PARADISE IRRIGATION DISTRICT

Marc Sulik, President

ATTEST:

Georgeanna Borraro, Secretary



*Dedicated to
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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: February 13, 2020
SUBJECT: Board Workshop Planning

RECOMMENDATION

Recommend that the Board of Directors review agenda topics and discuss planning for the March 27, 2020 Board of Directors' workshop.

The Executive Committee reviewed this item at its February 4, 2020 meeting.

STRATEGIC PLAN

- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase public awareness about Mesa Water® and about water.
- Goal #5: Attract and retain skilled employees.
- Goal #6: Provide outstanding customer service
- Goal #7: Actively participate in regional water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

For the Board of Director's (Board) review, the proposed agenda topics are as follows:

- Regional Water Issues
- Policy Positions
- Strategic Plan
- Annual Performance Measures and Audits Rollout
- Funding Options for CIP
- Legislative Update
- Staffing Plan
- Board Workshop Facilitator

FINANCIAL IMPACT

In Fiscal Year 2020, \$3,000 is budgeted for Board workshop expenses; \$400 has been spent to date.

ATTACHMENTS

None.

REPORTS:

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

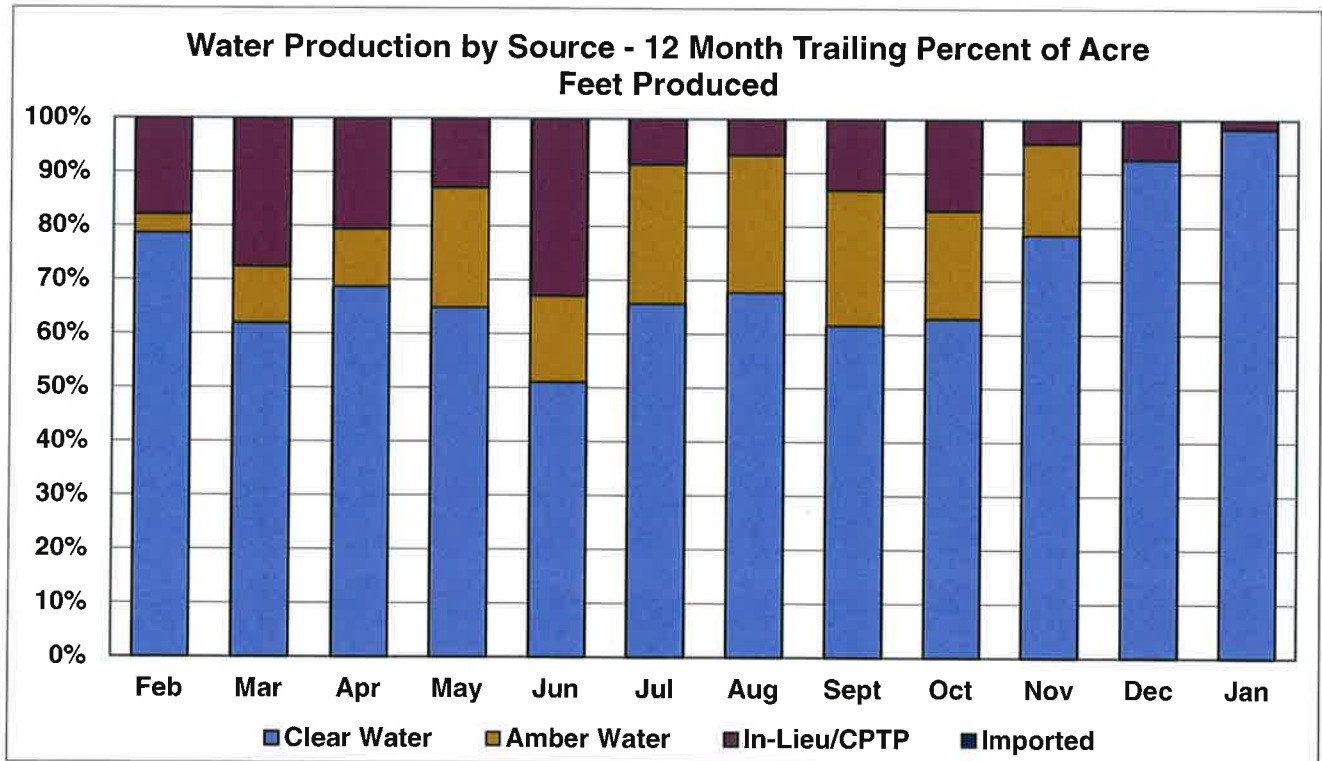
**Monthly Key Indicators Report
For The Month of January 2020**

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	7,174	6,634	11,161
Amber Water (MWRP)	1,755	2,365	4,087
Imported	0	0	0
Basin Management Water	859	1,500	2,500
Total Production	9,788	10,499	17,748

YTD actual water production (AF) through January 31, 2020



**Monthly Key Indicators Report
For The Month of January 2020**

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

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

Distribution System:	Average	Range	MCL
Chlorine Residual (mg/L) <i>Compliance</i>	1.73	0.17 – 2.84 Current RAA = 1.84	4 RAA
Coliform Positive % <i>Compliance</i>	0	0	5
Temperature (° F)	70	62 – 74	None

Reservoir I & II:	Average	Range	MCL
Chlorine Residual (mg/L)	1.07	0.54 – 1.65	None
Monochloramine (mg/L)	1.03	0.47 – 1.56	None
Ammonia (mg/L)	0.26	0.12 - 0.39	None
Temperature (° F)	72	69 – 75	None

Wells (Treated):	Average	Range	MCL
Chlorine Residual (mg/L)	2.52	2.06 – 3.10	None
Monochloramine (mg/L)	2.44	1.92 – 2.80	None
Ammonia (mg/L)	0.54	0.45 - 0.69	None
Temperature (° F)	70	63 - 74	None

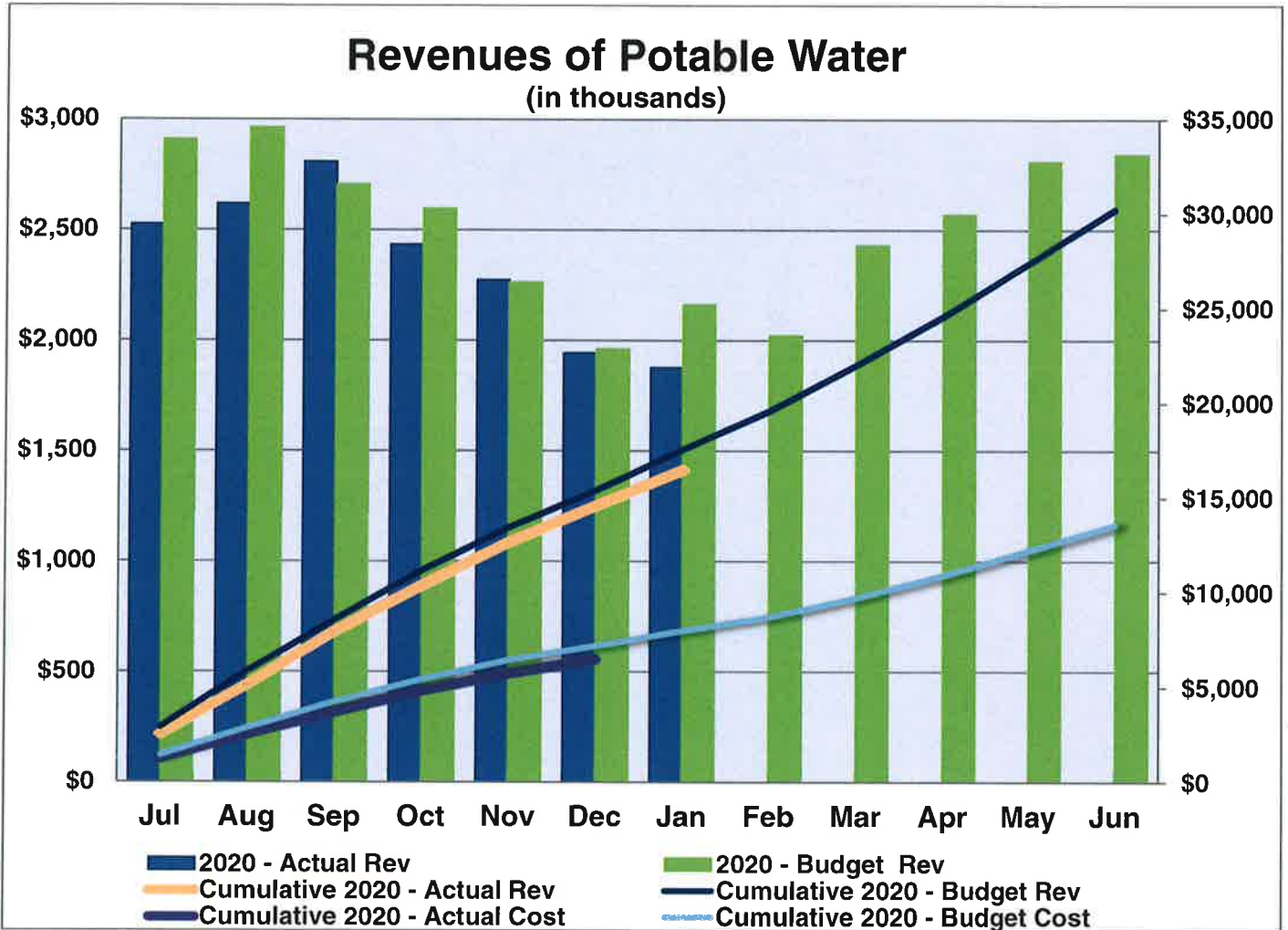
MWRF:	Average	Range	MCL
Chlorine Residual (mg/L)	Offline	Offline	None
Monochloramine (mg/L)	Offline	Offline	None
Ammonia (mg/L)	Offline	Offline	None
Temperature (° F)	Offline	Offline	None
Color (CU) <i>Compliance</i>	Offline	Offline	15
Odor (TON) <i>Compliance</i>	Offline	Offline	3

Water Quality Calls/Investigations:

Total Calls	2
Total Investigations (from calls)	1

**Monthly Key Indicators Report
For The Month of January 2020**

Goal #2: Practice perpetual infrastructure renewal and improvement



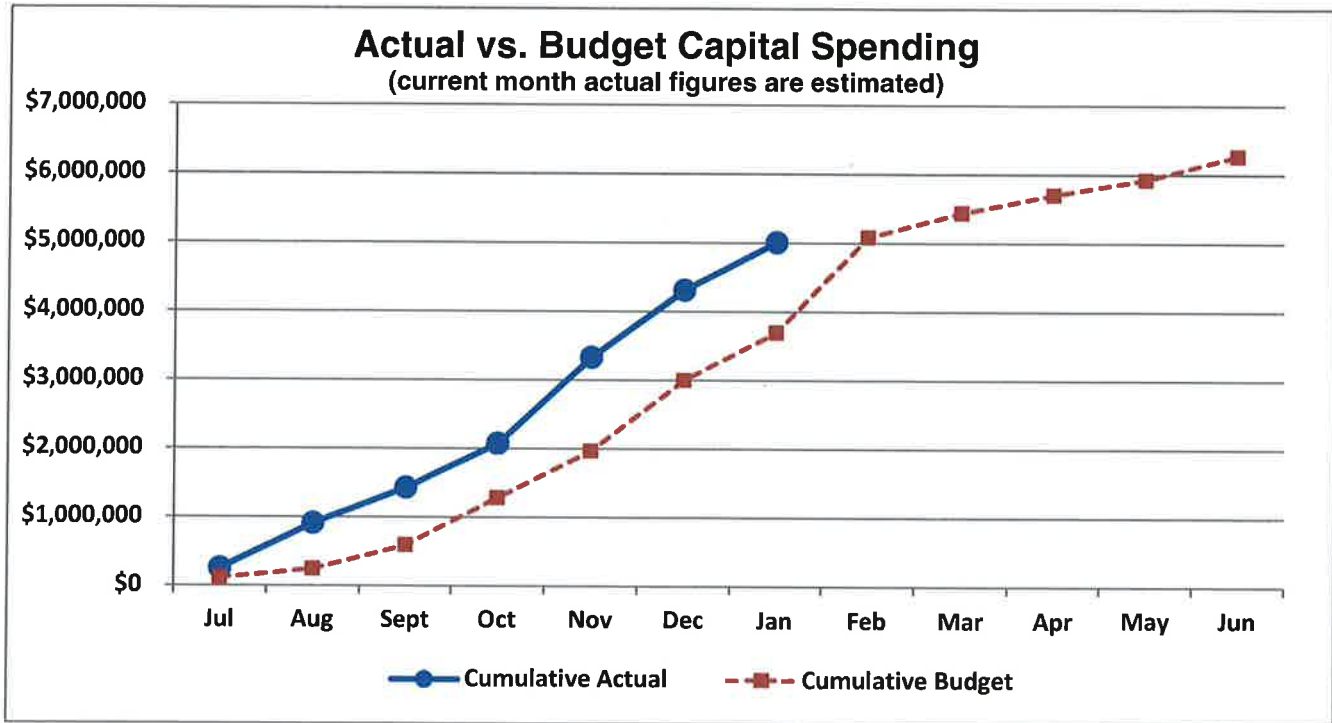
	Actual	Budget	Favorable (Unfavorable)	
			Difference	%
Total YTD Revenue \$	16,475,215	17,560,154	(1,084,939)	(6.18%)

	Actual	Budget	UnFavorable (Favorable)	
			Difference	%
Total YTD Cost \$ *	6,481,167	7,186,034	(704,867)	(9.81%)

* 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 January 2020

Goal #3: Be financially responsible and transparent



**Monthly Key Indicators Report
For The Month of January 2020**

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

Web Site Information

Web Site Information	December 2019	January 2020
Visits to the web site	7402	7879
Unique visitors (First time to the site)	4805	5125
Average per day	239	254
Average visit length	1 minute, 56 seconds	1 minute, 24 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	Contact
Fifth most visited page	Contact	Payment Options
Most downloaded file	Online Bill Pay Instructions	Salary Ranges by Job Classification & Level
Second most downloaded file	2019 Water Quality Report	Online Bill Pay Instructions
Most active day of the week	Monday	Thursday
Least active day of the week	Saturday	Sunday

Total visits since June 1, 2002	<u>1,396,149</u>
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Water Vending Machine Information

Vending Machine Location	Vend Measurement	December 2019 Vends	Totals Vends
Mesa Water Office	1 gal	5,950	389,556

**Monthly Key Indicators Report
For the Month of January 2020**
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 - 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	1.00	0.00	
Subtotal	5.00	5.00	0.00	
HUMAN RESOURCES:				
Human Resources	3.00	2.00	1.00	<i>Sr. Human Resources Analyst - 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 - 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 - recruitment in process</i>
Subtotal	21.00	20.00	1.00	
* TOTAL BUDGETED POSITIONS:	54.00	50.00	4.00	

**Monthly Key Indicators Report
For The Month of January 2020**

Goal #6: Provide outstanding customer service

Customer Calls

Call Type	FY20 YTD	January 2020	YTD Weekly Average
General Billing Question	1117	127	36
Service Requests	955	109	31
High Bill	1014	95	33
Payments	1301	191	42
Late Fee	2705	233	87
Account Maintenance	496	71	16
On-Line Bill Pay	4442	416	143
Water Pressure	15	1	1
No Water	230	52	7
Conservation	212	36	7
Water Waste	96	11	3
Other (District info. other utility info. etc.)	2042	251	66
Rate Increase	54	28	2
Fluoridation	0	0	0
TOTAL CUSTOMER CALLS	14679	1621	502
AVERAGE ANSWER TIME (Seconds)	62	62	62

Online Bill Pay Customers

Current Customers Enrolled	FY 2020 YTD	January 2020	YTD Weekly Average
11669	11679	424	530

REPORTS:

12. 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
N/A	

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

Reimbursement Date:	Description, Date
N/A	

Marice H. DePasquale **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

Shawn Dewane **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

James R. Fisler **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

There are no support materials for this item.

CLOSED SESSION:

15. CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION/ADJUDICATORY PROCEEDINGS:
Pursuant to California Government Code Section 54956.9 (d)(2) and 54954.5 (c) – based on existing facts and circumstances, the Board is meeting with Legal Counsel to review matters relating to legal proceedings presented to the California Fair Political Practices Commission involving Mesa Water District.
Case: 16/19813