



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING  
TUESDAY, DECEMBER 6, 2016 AT 8:00 AM  
PANIAN CONFERENCE ROOM**

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Committee Members: President Shawn Dewane, President  
Ethan Temianka, Vice President  
Paul E. Shoenberger, P.E., General Manager  
Coleen L. Monteleone, Assistant General Manager  
Denise Garcia, Executive Assistant to the General Manager

**PUBLIC COMMENTS**

**Non-Agendized Matters:** Members of the public are invited to address the Board on matters which are not on the Agenda. Each speaker is limited to three (3) minutes. The Board will set aside thirty (30) minutes for public comments.

**Agendized Matters:** Members of the public may comment on Agenda items before action is taken, or after the Board has discussed the item. Each speaker is limited to five (5) minutes.

**CONSENT CALENDAR ITEMS:**

*Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.*

None

**PRESENTATION AND DISCUSSION ITEMS:**

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

1. Board Governance Training
2. City/Districts Liaison Committee Meeting
3. District Officers
4. Election of Officers
5. Orange County Water District Issues

**ACTION ITEMS:**

None

**REPORTS:**

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



## INFORMATION ITEMS:

### 9. Other (no enclosure)

*8/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.*

*Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at [www.MesaWater.org](http://www.MesaWater.org). If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.*

## ADJOURNMENT



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: December 6, 2016  
SUBJECT: Board Governance Training

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### RECOMMENDATION

This item is provided for discussion only.

### 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

This item was agendized at the request of President Dewane.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: December 6, 2016  
SUBJECT: City/Districts Liaison Committee Meeting Topics

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### RECOMMENDATION

Provide guidance to staff on topics for the December 16, 2016 City/Districts Liaison Committee meeting agenda.

### STRATEGIC PLAN

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

### DISCUSSION

The next City/Districts Liaison Committee meeting is scheduled for Friday, December 16, 2016, at 8:00 a.m. and is being hosted by the Costa Mesa Sanitary District. Staff is requesting guidance from the Committee for agenda topics.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: December 6, 2016  
SUBJECT: District Officers

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### RECOMMENDATION

1. Confirm District officers as follows:
  - a. Coleen L. Monteleone as District Secretary
  - b. Denise Garcia as Assistant District Secretary
  - c. Andrew N. Hamilton as Treasurer
  - d. Paul E. Shoenberger as Assistant Treasurer
2. Confirm the delegation of the same authority to the Assistant District Secretary and Assistant Treasurer, as the District Secretary and Treasurer respectively, as previously authorized and approved by the Board of Directors (Board) and as authorized by the California Water Code.
3. Authorize the continuance of the monthly stipends for the offices of District Secretary and Treasurer in the amount of \$285 and a prorated stipend of \$155 per meeting for the Assistant Secretary and Assistant Treasurer. The prorated per meeting stipend would not apply if either position is held by the General Manager.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

February 9, 2009 – the Board approved a stipend increase to the District Secretary and District Treasurer of \$250 per month effective March 1, 2009.

December 11, 2012 – the Board approved an increase to the District Officer's monthly stipend in the amount of \$285 and a prorated stipend of \$155 per meeting for the Assistant District Secretary and Assistant Treasurer.

### DISCUSSION

For the past several years, it has been the Board's practice to annually confirm the District Officer's positions and authorize the continuance of the monthly stipends for the offices of District Secretary, District Treasurer, and Assistant District Secretary.



### FINANCIAL IMPACT

The stipends in the amount of \$5,600 for the Assistant District Secretary and \$3,500 per year each for the District Secretary and Treasurer totaling \$12,600 are included in the FY 2017 budget.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Coleen L. Monteleone, Administrative Services Manager  
DATE: December 6, 2016  
SUBJECT: Election of Officers

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### RECOMMENDATION

Continue with the practice, as stated in Resolution No. 1479 – Protocols of the Board of Directors, to have the District Secretary conduct the election of Board officers.

### 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

Resolution No. 1479 - Protocols of the Board of Directors, was approved by the Board on July 14, 2016.

### DISCUSSION

As per Resolution No. 1479 – Protocols of the Board of Directors, the Board's consensus is that within 30 days of taking office following each general election, the Directors shall elect one of its members as President of the Board and one of its members as Vice President of the Board. The process of conducting the election of Board officers shall be performed by the District Secretary.

The process has been briefly outlined as follows:

- The Board President turns the meeting over to the District Secretary to conduct the nomination/election process;
- The District Secretary describes the process to be followed;
- Asks for nominations and seconds for the office of President;
- Closes nominations;
- Calls the roll for a vote on the first nominee;
- Announces the result of the vote and, if a majority, announces that the nominee is elected to that office; and
- If the first nominee does not receive a majority, calls for a vote on the second nomination.
- Continues until a nominee has received a majority vote.



The process as described above is for the offices of the President and Vice President. The term of office for each of the newly elected officers of the Board is on every even-numbered year for a two year term and begins as soon as the District Secretary declares the election complete. The newly elected President, or in the absence of the newly elected President the newly elected Vice President, may assume the function of the presiding officer at the conclusion of the election, or may ask the immediate past President to act as presiding officer for the remainder of the Board meeting.

If a new President is elected, photos will be taken of the passing of the gavel.

#### FINANCIAL IMPACT

None.

#### ATTACHMENTS

Attachment A: History of the Offices of President and Vice-President



**BOARD OF DIRECTORS**  
**Offices of President and Vice-President**

<b>YEAR OF OFFICE</b>	<b>PRESIDENT/DATE OF OATH</b>	<b>VICE-PRESIDENT</b>
1990	Henry S. Panian/December 14, 1989	Mario Durante
1991	Henry S. Panian/December 13, 1990	H. Jack Hall
1992	H. Jack Hall/December 5, 1991	Trudy Ohlig-Hall
1993	Trudy Ohlig/December 8, 1992	Thomas Nelson
1994	Trudy Ohlig/	Thomas Nelson
1995	Thomas Nelson/December 8, 1994 – Resigned on August 10, 1995 Henry S. Panian/Acting President/August 10, 1995 – September 28, 1995	Henry S. Panian
1996	Trudy Ohlig-Hall/September 28, 1995 – December 12, 1996	Henry S. Panian
1997	R. Michael Healey/December 12, 1996	Fred R. Bockmiller, Jr.
1998	R. Michael Healey/December 4, 1997	Fred R. Bockmiller, Jr.
1999	Fred R. Bockmiller, Jr./December 10, 1998	Dana Haynes
2000	Fred R. Bockmiller, Jr./December 9, 1999	Dana Haynes
2001	Trudy Ohlig-Hall/December 7, 2000	James F. Atkinson
2002	James F. Atkinson/December 6, 2001	R. Michael Healey
2003	James F. Atkinson/December 5, 2002	R. Michael Healey
2004	Fred R. Bockmiller, Jr./December 9, 2003	Paul Shoenberger
2005	Paul Shoenberger/December 14, 2004	James F. Atkinson
2006	Paul Shoenberger/December 13, 2005	James F. Atkinson
2007	Paul Shoenberger/December 12, 2006	James F. Atkinson
2008	James F. Atkinson/December 10, 2007	Shawn Dewane
2009	Shawn Dewane/December 9, 2008	Fred R. Bockmiller
2010	Shawn Dewane/December 8, 2009	Fred R. Bockmiller

2011	Fred R. Bockmiller/December 14, 2010	James F. Atkinson
2012	Fred R. Bockmiller/December 13, 2011	James R. Fisler
2013 – 2014 (2 year term)	James R. Fisler/December 11, 2012	Shawn Dewane
2015 – 2016 (2 year term)	Shawn Dewane/December 11, 2014	Ethan Temianka



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: December 6, 2016  
SUBJECT: Orange County Water District Issues

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### RECOMMENDATION

This item is provided for discussion only.

### 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

This item was agendized at the request of President Dewane.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: December 6, 2016  
SUBJECT: Future Agenda Topics and Conference Schedule

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### RECOMMENDATION

Review future agenda topics and conference schedule.

### STRATEGIC PLAN

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

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

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

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.

**REPORTS AND INFORMATION ITEMS:**

7. REPORT OF THE GENERAL MANAGER:

**REPORTS AND INFORMATION ITEMS:**

8. DIRECTORS' REPORTS AND COMMENTS:

There are no support materials for this item.