



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
SPECIAL EXECUTIVE COMMITTEE MEETING  
TUESDAY, OCTOBER 8, 2019 AT 12:00 PM  
1965 Placentia Avenue, Costa Mesa, CA 92627**

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

**PUBLIC COMMENTS**

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

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

**CONSENT CALENDAR ITEMS:**

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

1. Committee Policy & Resolution Review

**ACTION ITEMS:**

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

None

**PRESENTATION AND DISCUSSION ITEMS:**

2. City/Districts Liaison Committee Meeting Topics
3. Board Workshop Planning
4. Water Rates

**REPORTS:**

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

**INFORMATION ITEMS:**

8. Other (no enclosure)



*In compliance with California law and the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 631-1206. Notification 48 hours prior to the meeting will enable Mesa Water District (Mesa Water) to make reasonable arrangements to accommodate your requests.*

*Members of the public desiring to make verbal comments utilizing a translator to present their comments into English shall be provided reasonable time accommodations that are consistent with California law.*

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

## **ADJOURNMENT**



## COMMITTEE POLICY & RESOLUTION REVIEW

### EXECUTIVE COMMITTEE

#### Policy Assignments for 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Board Meeting Procedures	1509	02/08/18	Review and update as needed	02/08/18
Compensation and Expense Reimbursement	Ordinance No. 29	02/14/19	Review and update as needed	02/14/19
Conflict of Interest Reporting	1516	12/13/18	Biennial review and as needed to reflect changes in law and current staff positions	12/13/18
Delegation of Authority to General Manager	1507	01/18/18	Review and update as needed	01/18/18
Division Boundaries Revisions	1445	11/14/13	Reviewed every 10 years after census	11/14/13
Health Insurance Benefits for Directors	1342	03/27/07	Review and update as needed	03/27/07
Policy for Public Records	1521	03/14/19	Review and update as needed	03/14/19
Protocols of the Board	1479	07/14/16	Review and update as needed	07/14/16
Records Retention Policy	1515	09/13/18	Review and update as needed	09/13/18
Retirement Events	1400	08/24/10	Review and update as needed	08/24/10
Rules and Regulations for Employees	1473	05/19/16	Review and update as needed	05/19/16



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: October 8, 2019  
SUBJECT: City/Districts Liaison Committee Meeting Topics

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### RECOMMENDATION

Provide guidance to staff on topics for the third quarter 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 currently scheduled for Friday, October 18, 2019 at 8:00 a.m. and is being hosted by the City of Costa Mesa.

On Tuesday, October 1, 2019, City of Costa Mesa staff reached out to the City/Districts Liaison Committee to request a date change due to the Annual League of Cities Conference taking place on October 18, 2019. The newly proposed date for the City/Districts meeting is November 8, 2019 at 8 a.m.

Staff is requesting guidance from the Executive Committee on the requested date change and on agenda topics.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: October 8, 2019  
SUBJECT: Board Workshop Planning

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### RECOMMENDATION

Recommend that the Executive Committee review agenda topics and discuss planning for the Fall Board of Directors' workshop.

### 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

The Board of Directors is currently scheduled to meet for the Fall Board Workshop on Friday, November 8, 2019. Two requests have been made to consider a date change, including a request from the City of Costa Mesa in order to hold the third quarter City/Districts Liaison Committee Meeting that day.

Staff is requesting guidance from the Executive Committee on the requested date change for the Fall Board Workshop.

In addition, for the Committee's review, the proposed agenda topics are as follows:

- Board Facilitator Welcome
- PFAS 3D Modeling/OCWD's Capital and O&M Reimbursement Approach
- Regional Water Issues
- Legislative Platforms
- Customer Service Audit
- Environmental, Health and Safety Program Audit
- Public Engagement Program Update
- Mesa Water Reliability Facility Outreach Center
- ACWA/JPIA Update
- North/South Conference Sponsorship
- General Manager's Evaluation



### FINANCIAL IMPACT

In Fiscal Year 2020, \$3,000 is budgeted for Board Workshops; no funds have been spent to date.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: October 8, 2019  
SUBJECT: Water Rates

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### RECOMMENDATION

This item is provided for discussion.

### 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 #6: Provide outstanding customer service.

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

This item has been agendaized at the request of a Mesa Water Director.  
Staff will provide a verbal update at the Executive Committee Meeting.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



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## MEMORANDUM

TO: Executive Committee  
FROM: Paul E. Shoenberger, P.E., General Manager  
DATE: October 8, 2019  
SUBJECT: Future Agenda Topics and Conference Schedule

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### RECOMMENDATION

Review future agenda topics and conference schedule.

### STRATEGIC PLAN

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

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

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

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



**REPORTS:**

6. REPORT OF THE GENERAL MANAGER

**REPORTS:**

7. DIRECTORS' REPORTS AND COMMENTS

There are no support materials for this item.