



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
EXECUTIVE COMMITTEE MEETING
TUESDAY, MARCH 6, 2018 AT 3:30 PM
PANIAN CONFERENCE ROOM**

Committee Members: Jim Atkinson, President
Fred R. Bockmiller, P.E., Vice President
Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Denise Garcia, Administrative Services Manager

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.

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

ACTION ITEMS:

1. Orange County Local Agency Formation Commission Special District Seats Election

PRESENTATION AND DISCUSSION ITEMS:

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

2. California Special Districts Association Board of Directors Call for Nominations
3. City/District Liasion Committee Meeting Topics

REPORTS:

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

INFORMATION ITEMS:

7. Other (no enclosure)



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.

ADJOURNMENT

MEMORANDUM



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TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 6, 2018
SUBJECT: Orange County Local Agency Formation Commission Special District Seats Election

RECOMMENDATION

Recommend that the Board of Directors approve the nomination of James R. Fisler to the alternate special district seat on the Orange County Local Agency Formation Commission and authorize President Jim Atkinson to be the voting delegate and Vice President Fred R. Bockmiller, P.E. as the alternate for the Special District Seats Election.

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.
- Goal #7: Actively participate in regional water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

The terms of office for the regular and alternate special district seats on the Orange County Local Agency Formation Commission (OC LAFCO) expire on June 30, 2018. The regular special district seat is held by John Withers of Irvine Ranch Water District and the alternate special district seat is held by James R. Fisler of Mesa Water District. The election process for special district seats is governed by Government Code Section 56332 and the Special District Selection Committee Bylaws.

The nomination period for the upcoming expired terms is March 5 – April 9, 2018. If the District chooses to nominate a candidate for one or both seats, the presiding officer must complete the nomination form and return to the OC LAFCO Executive Officer by 3:00 p.m. on Monday, April 9, 2018.

Director Fisler has expressed interest in retaining his seat as the alternate special district member.

In accordance with the Bylaws of the Orange County Independent Special District Selection Committee, the nomination form and Declaration of Qualification to Vote will be transmitted electronically via email on Monday, March 5, 2018 to each independent special district presiding officer and special district general manager. Staff will walk in the forms to the March 6, 2018 Executive Committee meeting.



Nomination submissions and Declaration of Qualification to Vote are due to the OC LAFCO Executive Officer by 3:00 p.m. on Monday, April 9, 2018. Ballots will be emailed to all special district presiding officers/designees on April 17, 2018 and are due to OC LAFCO by 3:00 p.m. on Friday, May 25, 2018.

Election results will be announced on June 4, 2018 and the Oath of Office will be administered on July 11, 2018.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: OC LAFCO Correspondence



January 10, 2018

9b

CHAIR
DEREK J. MCGREGOR
Representative of
General Public

VICE CHAIR
DR. ALLAN BERNSTEIN
Councilmember
City of Tustin

LISA BARTLETT
Supervisor
5th District

CHERYL BROTHERS
Councilmember
City of Fountain Valley

TODD SPITZER
Supervisor
3rd District

CHARLEY WILSON
Director
Santa Margarita Water District

JOHN WITHERS
Director
Irvine Ranch Water District

ALTERNATE
WENDY BUCKNUM
Councilmember
City of Mission Viejo

ALTERNATE
JAMES FISLER
Director
Mesa Water District

ALTERNATE
LOU PENROSE
Representative of
General Public

ALTERNATE
MICHELLE STEEL
Supervisor
2nd District

CAROLYN EMERY
Executive Officer

TO: Local Agency Formation Commission

FROM: Executive Officer

SUBJECT: Appointment Process for OC LAFCO County, City, Special District, and Public Member Seats and Schedule for Expiring Terms

BACKGROUND

In 2018, the terms of office expire for the following OC LAFCO board members:

Commissioner	Member Seat	Current Term
Todd Spitzer	Regular County Member	2014 - 2018
Cheryl Brothers	Regular City Member	2014 - 2018
John Withers	Regular Special District Member	2014 - 2018
James Fisler	Alternate Special District Member	2014 - 2018
Derek J. McGregor	Regular Public Member	2014 - 2018

This staff report provides information on the appointment responsibilities and processes for OC LAFCO members and the schedule for the appointments of expiring special district and public member seats.

Appointment Authority and Process

In accordance with Government Code Section 56334, the term of office for each OC LAFCO Commissioner shall be four years and there are no term limits. Pursuant to the OC LAFCO Bylaws, the term of office for each Commissioner begins on July 1st of the year appointed and expires June 30th of the final year of term. The following section describes the appointment process for each OC LAFCO member seat.

County OC LAFCO Seat

County seats on OC LAFCO are appointed at the discretion of the Chair of the Board of Supervisors (BOS) with final approval by the County BOS. Committee appointments are expected to be considered by the BOS in January.

City Regular and Alternate Member Seats

The City Selection Committee (comprised of 34 Orange County City Mayors) is responsible for appointing the upcoming Regular and Alternate City Member OC LAFCO seats. The Orange County Clerk of the Board (COB) is responsible for administering the appointment process for these seats. OC LAFCO will provide formal notification of the upcoming expired term for the Regular City Member seat currently held by Commissioner Cheryl Brothers to the COB in February. Submittal of this notification letter satisfies OC LAFCO's responsibility with respect to expiring terms. The appointment to this seat will take place at the City Selection Committee's meeting in May.

Special District Regular and Alternate Member Seats

OC LAFCO staff has a more prominent role in the appointment process for Special District Members, which is governed by Government Code Section 56332, and the Special District Selection Committee Bylaws. A schedule of key appointment events and responsibilities for one of the Regular Special District seats and the Alternate Special District seat expiring June 30, 2018 is outlined below:

Appointment Process Schedule for OC LAFCO Regular and Alternate Special District Seats Expiring June 30, 2018

DATE	EVENT
March 5, 2018	OC LAFCO Executive Officer emails notification letters with nomination forms and Declaration of Qualification to Vote to independent special district presiding officers, and special district general managers.
April 9, 2018 (3 PM)	Deadline for submitting nominations and Declaration of Qualification to Vote for the regular and alternate special district member are due to OC LAFCO by 3:00p.m.*
April 9 - 16, 2018	OC LAFCO develops ballot form.
April 17, 2018	Ballots emailed to all special district presiding officers/ designees.
May 25, 2018 (3 PM)	Ballots due to OC LAFCO by 3:00 p.m.
June 4, 2018	OC LAFCO staff (or designee) tabulates ballots and announces results.
July 11, 2018	Oath of office administered (Commission Hearing).
* Pursuant to Government Code Section 56332(c)(1), if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected with no further proceedings.	

Public Member Seat

For the Regular Public Member appointment, the Commission policy requires that the Chair direct the Executive Officer to prepare and distribute a special notice advertising the position and soliciting resumes from interested persons. Upon receipt of the applications, the OC LAFCO Executive Committee screens all applications and selects finalists to interview with the full Commission. For 2018, there is one term expiring for the regular public member seat.

Appointment Process Schedule for OC LAFCO Regular Public Member Seat Expiring June 30, 2018


DATE	EVENT
April 11, 2018	Announcement of Regular Public Member Seat vacancy distributed to city clerks, special district board secretaries, clerk of the BOS, and published in the <i>OC Register</i> .
May 11 - June 11, 2018 (3 PM)	Application period for interested candidates to submit resumes to OC LAFCO.
June 12 - June 22, 2018	Application screening by OC LAFCO Executive Committee.
July 11, 2018	Commission interviews and selects OC LAFCO Regular Public Member (Commission Hearing).
August 8, 2018	Oath of Office Administered (Commission Hearing).

RECOMMENDATION

Staff recommends that the Commission:

1. Receive and file the report on the appointment processes for the OC LAFCO members and the schedule for the appointments to the expiring OC LAFCO special district seats and the regular public member seat.

Respectfully submitted,


CAROLYN EMERY



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 6, 2018
SUBJECT: California Special Districts Association Board of Directors Call for Nominations

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

The California Special District Association (CSDA) is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the association and to the representation of the common interests of all California's special districts before the legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the CSDA for the 2019-2021 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Mesa Water District is located in the Southern Network. For the 2019-2021 term, Incumbent Jo Mackenzie, Director at Vista Irrigation District, is running for re-election for Seat A in the Southern Network.

Any regular Member in good standing is eligible to nominate one person - a Board member or managerial employee - for election to the CSDA Board of Directors. The deadline to submit nominations is April 18, 2018. The commitments and expectations of a CSDA Board Member are as follows:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento
- Participate on at least one committee, meets 3-5 times a years at the CSDA office in Sacramento



- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days and CSDA Annual Conference
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected

Electronic ballots will be emailed by June 18, 2018 and all ballots must be received by CSDA no later than 5:00 p.m. on August 10, 2018. The successful candidates will be notified no later than August 14, 2018 and all selected Board Members will be introduced at CSDA's Annual Conference in Indian Wells, CA in September 2018.

FINANCIAL IMPACT

There is no financial impact for the discussion of this item.

ATTACHMENTS

Attachment A: CSDA Correspondence, Nomination Form and Candidate Information Sheet



**California Special
Districts Association**
Districts Stronger Together

DATE: February 16, 2018
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT A**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2019 - 2021 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

(over)

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors.

- **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination.**
- **Deadline for receiving nominations is April 18, 2018. Nominations and supporting documentation may be mailed or emailed to Beth Hummel.**
No faxes please.

Mail: CSDA Attention: Beth Hummel
1112 I Street, Suite 200, Sacramento, CA 95814
E-mail: bethh@csgda.net

Once received, nominees will receive a candidate's letter in the mail. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat A-Ralph Emerson, GM, Garberville Sanitary District*
Sierra Network Seat A-Noelle Mattock, Director, El Dorado Hills CSD*
Bay Area Network Seat A-Robert Silano, Director, Menlo Park Fire Protection District*
Central Network Seat A-Joel Bauer, GM, West Side Cemetery District*
Coastal Network Seat A-Elaine Magner, Director, Pleasant Valley Recreation & Park District*
Southern Network Seat A-Jo MacKenzie, Director, Vista Irrigation District*
(* = Incumbent is running for re-election)

If you have any questions, please contact Beth Hummel at 877-924-CSDA or bethh@csgda.net.

NEW THIS YEAR!

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district June 18, 2018. All votes must be received through the system no later than 5:00 p.m. August 10, 2018.*

*Districts can opt to cast a paper ballot instead; but you must contact Beth by e-mail Bethh@csgda.net by **April 18, 2018** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 17 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. August 10, 2018.

The successful candidates will be notified no later than August 14, 2018. All selected Board Members will be introduced at the Annual Conference in Indian Wells, CA in September 2018.



**California Special
Districts Association**
Districts Stronger Together

2018 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map on back)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form and a Board resolution/minute action supporting the candidate
and Candidate Information Sheet by mail, or email to:**

CSDA
Attn: Beth Hummel
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

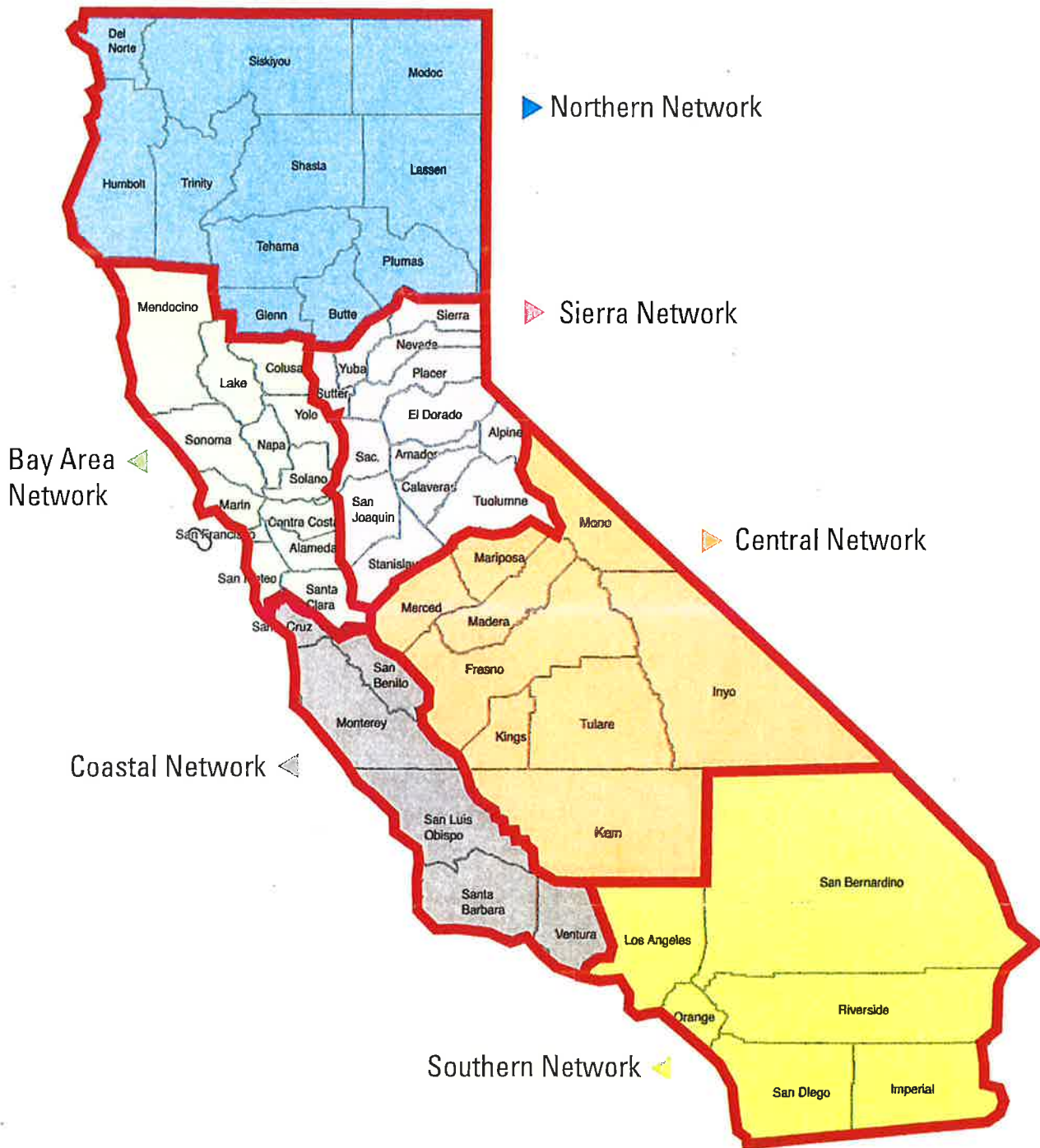
bethh@csla.net

DEADLINE FOR RECEIVING NOMINATIONS – April 18, 2018



California Special Districts Association

DISTRICT NETWORKS





**California Special
Districts Association**
Districts Stronger Together

2018 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2018 will not be included with the ballot.**



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 6, 2018
SUBJECT: City/Districts Liaison Committee Meeting Topics

RECOMMENDATION

Provide guidance to staff on topics for the Friday, March 16, 2018 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, March 16, 2018, at 8:00 a.m. and is being hosted by the Costa Mesa Sanitary District. Staff is requesting guidance from the Executive 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: March 6, 2018
SUBJECT: Future Agenda Topics and Conference Schedule

RECOMMENDATION

Review future agenda topics and conference schedule.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

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

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

REPORTS:

5. REPORT OF THE GENERAL MANAGER:

REPORTS:

6. DIRECTORS' REPORTS AND COMMENTS:

There are no support materials for this item.