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Satisfying our Community's
Water Needs*

**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, October 11, 2018
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting**

CALL TO ORDER

The meeting of the Board of Directors was called to order on October 11, 2018, at 6:00 p.m. by President Atkinson at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Fisler led the Pledge of Allegiance.

Directors Present

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

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Stacie Sheek, Customer Services Manager
Stacy Taylor, External Affairs Manager
Tracy Manning, Water Operations Manager
Kurt Lind, Business Administrator
Jeff A. Hoskinson, Partner, Atkinson, Andelson, Loya, Ruud &
Romo

Others Present

Dennis Albiani, Vice President, California Advocates, Inc.
Erinn Ryberg, Advocate, California Advocates, Inc.
Scott Brehmer, Principal, Industrial Hygiene and Safety,
Citadel Environmental Services, Inc.
Hollie Migdol, Senior Consultant, Industrial Hygiene and
Safety, Citadel Environmental Services, Inc.
Dave Stein, Principal, Stein Technology Consulting Group

PUBLIC COMMENTS

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

There were no comments and President Atkinson proceeded with the meeting.

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

General Manager Shoenberger recommended reordering the agenda to take Items 12 and 13 after the Consent Calendar. There were no objections.

CONSENT CALENDAR ITEMS:

Vice President Bockmiller pulled Item 6 for discussion. There were no objections.

1. Approve minutes of regular Board meeting of September 13, 2018.
2. Approve minutes of special Board meeting of September 18, 2018.
3. Approve minutes of special Board meeting of September 20, 2018.
4. Award a contract to Jett Construction Management, LLC in the amount of \$134,582 and a 10% contingency for a not-to-exceed amount of \$148,040 to provide Construction Management Services for the Administration Building and HVAC Improvements Project, and authorize execution of the contract.
5. Award a contract to TJC and Associates, Inc. in the amount of \$70,050 and a contingency of \$15,000 for a not-to-exceed amount of \$85,050 to provide a Programmable Logic Controllers and Supervisory Computer System Assessment, and authorize execution of the contract.
6. Approve a proclamation honoring the life and memory of Wayne A. Clark.
7. Approve support of Santa Margarita Water District Vice President Sandra Jacobs and El Toro Water District Director Mark Monin as President and First Vice President, respectively, for the Independent Special Districts of Orange County Executive Committee election and authorize President Jim Atkinson to be the District's voting delegate.
8. Approve attendance considerations (additions, changes, deletions).
9. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events

President Atkinson asked for comments from the public. There were no comments.

MOTION

Motion by Director Fisler, second by Director Dewane, to approve Items 1 – 5 and 7 – 9 of the Consent Calendar. Motion passed 5-0.

Vice President Bockmiller read Wayne A. Clark's proclamation into the record:

In Memoriam of Wayne A. Clark

Whereas, Wayne A. Clark was an active leader in the water industry for 37 years; and

Whereas, he first served as a member of the Irvine Ranch Water District Board of Directors from 1977 until 1981; and

Whereas, in 1979, Mr. Clark was elected to the Municipal Water District of Orange County (MWDOC) Board of Directors, where he served the constituents of Newport Beach, portions of

Irvine, Lake Forest and Laguna Woods until 2014; and

Whereas, Mr. Clark, as a Director for MWDOC and in a partnership with the Orange County Water District, formed the National Water Resources Institute to develop new sources of water through cooperative research and technology while protecting the environment; and

Whereas, Mr. Clark was involved with the Association of California Water Agencies and served as an Elected Alternate to the National Water Resources Association Board of Directors; and

Whereas, Mr. Clark was the Founder and former Executive Director of the Urban Water Institute, a non-profit corporation devoted to providing information on the economics and management of water resources; and

Whereas, Mr. Clark has left behind a legacy that will continue to benefit the water industry and Southern California 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 Wayne A. Clark.

President Atkinson asked for comments from the public. There were no comments.

MOTION

Motion by Vice President Bockmiller, second by Director Dewane, to approve Item 6 of the Consent Calendar. Motion passed 5-0.

ITEM 12 – STATE ADVOCACY UPDATE:

External Affairs Manager Taylor introduced California Advocates, Inc.'s Vice President Dennis Albiani and Advocate Erinn Ryberg who provided an overview of the 2018 California legislative session and upcoming 2019 legislation.

Mr. Albiani and Ms. Ryberg responded to questions from the Board and they thanked them for the update.

ITEM 13 – FISCAL YEAR 2018 ENVIRONMENTAL, HEALTH AND SAFETY PROGRAM AUDIT:

Business Administrator Lind provided an overview of the topic and introduced Citadel Environmental Services, Inc.'s Principal Scott Brehmer and Senior Consultant Hollie Migdol. Mr. Brehmer proceeded with a presentation that highlighted the following:

- The Road to Excellence
- Scorecard
- 2018 Significant Improvements
- Experience Modification Rate (EMR)
- 2018 Areas that Require Improvement
- Next Steps
- Questions

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

ACTION ITEMS:

10. REIMBURSEMENT PAYMENT PROCESS:

GM Shoenberger introduced the item.

President Atkinson asked for comments from the public. There were no comments.

Motion by Director Dewane, second by Director DePasquale, to approve that Director and employee reimbursement payments be processed through bi-weekly payroll and discontinue the issuing of paper checks for Director and employee reimbursements payments.

Discussion ensued amongst the Board.

Vice President Bockmiller offered an amendment to the motion to include an exception for checks over \$200.

Discussion ensued amongst the Board.

President Atkinson offered an amendment to the motion to include no limits for a reimbursable and that each Director may choose how the reimbursement is processed.

Discussion ensued amongst the Board.

Vice President Bockmiller withdrew his amended motion.

President Atkinson withdrew his amended motion.

SUBSTITUTE MOTION

Motion by Director Dewane second by Director DePasquale, to approve that Director and employee reimbursement payments be processed through bi-weekly payroll and discontinue the issuing of paper checks for Director and employee reimbursements payments with an exception for extraordinary circumstances. Motion passed 5-0.

RECESS

President Atkinson declared a recess at 7:00 p.m.

The Board meeting reconvened at 7:10 p.m.

11. NEW PHONE SYSTEM:

Administrative Services Manager Garcia reviewed the topic and introduced Stein Technology Consulting Group Principal Dave Stein who proceeded with a presentation that highlighted the following:

- Assessment of Existing System Issues
- Alternatives
- RFP Process
- Recommendations
- Questions

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

MOTION

Motion by Vice President Bockmiller, second by Director Fidler, to award a three-year contract with Vonage for \$246,255 and a 10% contingency with two one-year renewal options to provide a Voice Unified Communications/Contact Center Cloud System. Motion passed 5-0.

PRESENTATION AND DISCUSSION ITEMS:

12. STATE ADVOCACY UPDATE:

This item was taken earlier in the agenda.

13. FISCAL YEAR 2018 ENVIRONMENTAL, HEALTH AND SAFETY PROGRAM AUDIT:

This item was taken earlier in the agenda.

REPORTS:

14. REPORT OF THE GENERAL MANAGER:

- September Key Indicators Report
- Other (no enclosure)

15. DIRECTORS' REPORTS AND COMMENTS:

President Atkinson adjourned the meeting at 7:27 p.m. to a regular Board Meeting scheduled for Thursday, November 8, 2018 at 6:00 p.m.

Approved:



Jim Atkinson, President



Denise Garcia, District Secretary

Sharon D. Brimer, Recording Secretary