CALL TO ORDER

PLEDGE OF ALLEGIANCE

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.

ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA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 February 9, 2017.
2. Approve minutes of special Board meeting of February 21, 2017.
3. Approve minutes of special Board meeting of February 23, 2017.
4. Approve minutes of special Board meeting of February 27, 2017.
5. Approve attendance considerations (additions, changes, deletions).
6. Board Schedule:
   • Conferences, Seminars, and Meetings
   • Board Calendar
   • Upcoming Community Outreach Events
7. Approve a one year extension to Sophos Solutions for a not to exceed amount of $110,000 and direct staff to competitively solicit proposals for the next contract term.

PRESENTATION AND DISCUSSION ITEMS:

8. STATE ADVOCACY UPDATE:

Recommendation: Receive the presentation.
ACTION ITEMS:

9. RESOLUTION NO. 1491 – ASSOCIATION OF CALIFORNIA WATER AGENCIES/JOINT POWERS INSURANCE AUTHORITY EXECUTIVE COMMITTEE ELECTION CONCURRING NOMINATION:


10. RESOLUTION NO. 1492 – DEBT DISCLOSURE POLICY:

    Recommendation: Adopt Resolution No. 1492 Adopting the Debt Disclosure Policy.

11. REFINANCING OF DEBT UPDATE:

    Recommend that the Board approve New Scenario #2 to advance refund the 2010 Certificates of Participation debt issuance along with adding $13 million of new money for CIP projects, utilizing the negotiated sale structure.

12. MESA CONSOLIDATED WATER DISTRICT IMPROVEMENT CORPORATION ANNUAL MEETING:

    Recommendation: Recess from regular Board meeting and hold Mesa Consolidated Water District Improvement Corporation Annual Meeting.

13. CLOSED SESSION:

    CONFERENCE WITH REAL PROPERTY NEGOTIATOR:
    Pursuant to Government Code Section 54956.8:
    Property: 1310 South Coast Drive, Costa Mesa (APN: 140-041-49)
    District Negotiator: General Manager
    Negotiating Parties: AAA Automobile Club of Southern California
    Under Negotiation: Price and/or terms concerning property rights

    CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
    Pursuant to California Government Code Sections 54956.9 (d) (1) and 54954.5 (c)
    Case: MESA WATER DISTRICT, vs. KDC, INC., dba KDC SYSTEMS, INC., dba DYNATELECTRIC - Orange County Superior Court Case No. 30-2016-00832860-CU-BC-CJC

    CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO LITIGATION/ADJUDICATORY PROCEEDINGS:
    Pursuant to California Government Code Sections 54956.9 (d) (2) and 54954.5 (c) - based on existing facts and circumstances, the Board is meeting with General Legal Counsel to review matters relating to legal proceedings presented to the California Fair Political Practices Commission involving Mesa Water District.
    Number of Matters: 1
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Significant exposure to litigation pursuant to California Government Code Section 54956.9 (d) (2).
Number of Matters: 1

RETURN TO OPEN SESSION.

REPORTS:

14. REPORT OF THE GENERAL MANAGER:
   • February Key Indicators Report
   • Other (no enclosure)

15. DIRECTORS’ REPORTS AND COMMENTS:

INFORMATION ITEMS:

16. DIRECTORS’ REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

17. 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.

ADJOURN TO AN ADJOURNED REGULAR BOARD MEETING SCHEDULED FOR THURSDAY, MARCH 23, 2017 AT 8:00 A.M.
CALL TO ORDER
The meeting of the Board of Directors was called to order on February 9, 2017 at 6:02 p.m. by Immediate Past President Dewane at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE
Director Bockmiller led the Pledge of Allegiance.

Directors Present
- Ethan Temianka, President (teleconference)
- Jim Atkinson, Vice President (teleconference)
- Fred R. Bockmiller, Director (teleconference)
- Shawn Dewane, Director
- James R. Fisler, Director

Directors Absent
None

Staff Present
- Paul E. Shoenberger, P.E., General Manager
- Coleen L. Monteleone, Assistant General Manager/District Secretary
- Phil Lauri, P.E., Assistant General Manager
- Andrew Hamilton, Chief Financial Officer
- Stacy Taylor, External Affairs Manager
- Stacie Sheek, Customer Services Manager
- Cynthia Ragland, Interim Public Affairs Manager
- Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary
- Tracy Manning, Assistant Operations Manager
- Noelle Collins, Public Affairs Coordinator
- Rob Anslow, Attorney, Bowie, Arneson, Wiles & Giannone

Others Present
None

Assistant General Manager Monteleone stated that two Mesa Water Directors were attending the meeting via teleconference.

For each action, a roll call vote was taken in accordance with The Brown Act Government Code Section 54953.(b).(2). which states, “all votes taken during a teleconferenced meeting shall be by roll call.”
Director Dewane introduced Interim Public Affairs Manager Ragland. Ms. Ragland offered that the purpose of the public relations effort was to inspire and motivate Mesa Water customers to meet water savings goals, as outlined by Governor Brown. The District conducted a nine-month bilingual public outreach campaign, which resulted in the ratepayers meeting the 20% savings goal. Ms. Ragland offered the award is shared by the Board, staff, and consultant Fraser Communications who assisted with the campaign.

Photographs were taken.

PUBLIC COMMENTS

There was no public present at the teleconference site.

Director Dewane asked for public comments on non-agendized items. There were no comments, and Director Dewane proceeded with the meeting.

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

General Manager Shoenberger offered there were no items to be added, withdrawn, or reordered.

CONSENT CALENDAR ITEMS:

1. Approve minutes of regular Board meeting of January 12, 2017.
2. Approve minutes of special Board meeting of January 17, 2017.
5. Approve attendance considerations (additions, changes, deletions).
6. Board Schedule:
   • Conferences, Seminars, and Meetings
   • Board Calendar
   • Upcoming Community Outreach Events

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

MOTION

Motion by Director Bockmiller, second by Director Fisler, to approve Items 1 – 7 of the Consent Calendar. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS Bockmiller, Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None
PRESENTATION AND DISCUSSION ITEMS:

8. MUNICIPAL WATER DISTRICT OF ORANGE COUNTY CAPACITY CHARGE:

Director Dewane introduced CFO Hamilton who proceeded with a presentation on the MWDOC Capacity Charge. He offered congratulations to the Mesa Water Board for the District achieving a zero dollar capacity charge from MWDOC. The reason for this recent achievement is due to Mesa Water not taking imported water during peak times between May 1 and September 30, starting in Calendar Year 2013. These savings are directly attributed to the completion of the Mesa Water Reliability Facility.

CFO Hamilton responded to questions and the Board thanked him for the presentation.

ACTION ITEMS:

9. RESOLUTION NO. 1486 – ACWA/JPIA EXECUTIVE COMMITTEE ELECTION CONCURRING NOMINATION:

Director Bockmiller offered this nomination was discussed at the Legislative & Public Affairs Committee meeting on January 26, 2017.

MOTION

Motion by Director Bockmiller, second by Director Fisler, to adopt Resolution No. 1486 Concurring in Nomination of Kathleen J. Tiegs to the Executive Committee of the Association of California Water Agencies/Joint Powers Insurance Authority. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS Bockmiller, Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None

10. RESOLUTION NO. 1487 – SUPPORT FOR THE CALIFORNIA WATERFIX AND CALIFORNIA ECORESTORE:

MOTION

Motion by Director Dewane, second by Director Fisler, to adopt Resolution No. 1487 Support for the California WaterFix and California EcoRestore. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS Bockmiller, Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None
11. RESOLUTION NO. 1488 – ESTABLISHING A DEBT MANAGEMENT POLICY:

GM Shoenberger noted that the Board reviewed the policy at the January 23, 2017 Finance Committee meeting and, in addition, Director Bockmiller and staff met with the Financial Advisor and Bond Counsel to further refine the policy.

MOTION

Motion by Director Bockmiller, second by Director Dewane, to adopt Resolution No. 1488 Establishing a Debt Management Policy. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS Bockmiller, Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None

12. RESOLUTION NO. 1489 – AMENDING ITS CONFLICT OF INTEREST CODE:

AGM Monteleone offered that every two years the District submits, to Mesa Water’s code reviewing authority - the Orange County Board of Supervisors, its Conflict of Interest Code ratings based on the District’s employment positions.

An employment position was added and the Code was updated to reflect the addition and the disclosure category assigned to the position.

MOTION

Motion by Director Fisler, second by Director Dewane, to adopt Resolution No. 1489 Amending Its Conflict of Interest Code and Superseding Resolution No. 1484. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS Bockmiller, Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None

13. RESOLUTION NO. 1490 – INTENT TO REIMBURSE CAPITAL EXPENDITURES FROM DEBT PROCEEDS:

CFO Hamilton provided an overview of the topic. He offered that similar resolutions have been adopted by Mesa Water’s Board in the past. A resolution to reimburse capital expenditures from debt proceeds is required when government agencies anticipate financing projects from tax-exempt debt. This requirement is governed by U.S. Treasury Regulations Section 1.150-2.
To be effective, the Reimbursement Resolution must provide a description of the financed project(s) and the maximum funding amount for the proposed borrowing. Also, a Reimbursement Resolution does not mandate that Mesa Water issue additional debt; rather, it simply preserves a tax-exempt opportunity for project spending prior to issuing debt.

MOTION

Motion by Director Bockmiller, second by Director Fisler, to adopt Resolution No. 1490 Regarding the District’s Intention to Issue Tax-Exempt Obligations. Motion passed 5-0, by the following roll call vote:

Ayes: Directors Bockmiller, Fisler, Atkinson, Temianka, Dewane
Noes: Directors None
Absent: Directors None
Abstain: Directors None

14. UNDERWRITER SELECTION:

CFO Hamilton provided an overview of the topic. He noted that this item was discussed at the Finance Committee meetings on November 21, 2016 and December 19, 2016 and, on January 12, 2017, the Board approved the advance refunding of the 2010 Certificates of Participation (COPs) debt issuance along with adding $8 million of new money using existing debt service levels, utilizing the negotiated sale structure. The refunding provides the least cost impact to ratepayers over the next nine years, while maintaining the Board’s goal of 600 Days Cash, a shorter debt free date, and historically low estimated cost of capital in the current municipal bond market.

He offered that seven Requests for Proposal (RFP) were sent out, which rendered responses from four companies. The RFPs were evaluated by a selection committee made up of staff and Financial professionals.

Director Bockmiller offered comments regarding his opposition to the selection of Wells Fargo Securities for underwriting services. He offered that he would like the District’s legal counsel to review the contract offered by Wells Fargo Securities.

Director Bockmiller offered a substitute motion to require that Mesa Water’s legal counsel review the contract with Wells Fargo Securities. Motion died due to lack of a second.

GM Shoenberger offered that Mesa Water has a separate Bond Counsel and they can provide a letter of recognition that the contract has been reviewed.

Attorney Anslow clarified that the Board was approving the underwriter and not entering into an agreement at this time. It is designating its intention to use Wells Fargo Securities as the underwriter for the transaction. The Board will look at the Certificate of Purchase Contract at a later date.
MOTION

Motion by Director Dewane, second by Director Fisler, to approve the selection of Wells Fargo Securities for underwriting services related to the advance refunding of the 2010 Certificates of Participation. Motion passed 4-1, by the following roll call vote:

AYES: DIRECTORS Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS Bockmiller
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None

The agenda was reordered to take Item 16 before Closed Session. There were no objections.

REPORTS:

Item 16 – REPORT OF THE GENERAL MANAGER:
- January Key Indicators Report
- Other (no enclosure)

15. CLOSED SESSION:

Attorney Anslow announced the Board was going into Closed Session at 7:01 p.m.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to Government Code Section 54956.9 (a)
Case: Irvine Ranch Water District v. OCWD, et al. – Superior Court Case No. 30-2016-00858584-CU-WM-CJC

The Board returned to Open Session at 7:08 p.m.

AGM Monteleone announced that the Board conducted one Closed Session with the General Manager and AGM Monteleone pursuant to Government Code Section 54956.9 (a). The Board received information and indicated that action would be taken in Open Session.

MOTION

Motion by Director Dewane, second by Director Bockmiller, to approve legal fees in the amount of $200,000 and a fee sharing agreement regarding the Case: Irvine Ranch Water District v. OCWD, et al. – Superior Court Case No. 30-2016-00858584-CU-WM-CJC. Motion passed 5-0, by the following roll call vote:

AYES: DIRECTORS Bockmiller, Fisler, Atkinson, Temianka, Dewane
NOES: DIRECTORS None
ABSENT: DIRECTORS None
ABSTAIN: DIRECTORS None
REPORTS:
16. REPORT OF THE GENERAL MANAGER:
   
   Item taken earlier in the agenda.

17. DIRECTORS’ REPORTS AND COMMENTS:

INFORMATION ITEMS:

18. DIRECTORS’ REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

19. OTHER (NO ENCLOSURE)

Immediate Past President Dewane adjourned the meeting at 7:11 p.m. to a Regular Board Meeting scheduled for Thursday, March 9, 2017 at 6:00 p.m.

Approved:

______________________________
Ethan Temianka, President

______________________________
Coleen L. Monteleone, District Secretary

Recording Secretary: Sharon D. Brimer
MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Tuesday, February 21, 2017
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 on February 21, 2017 at 3:30 p.m. by Chairman Fisler at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Bockmiller led the Pledge of Allegiance.

Directors Present
Jim Atkinson, Vice President
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent
Ethan Temianka, President
Shawn Dewane, Director

Staff Present
Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary
Stacie Sheek, Customer Services Manager
Tracy Manning, Assistant Operations Manager
Kurt Lind, Business Administrator
Mark Pelka, Senior Civil Engineer
Karyn Igar, Senior Civil Engineer
Justin Finch, Resource Efficiency Specialist

Others Present
None

PUBLIC COMMENTS

There was no public present.

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 or Development
5. Water Operations Status Report
6. Municipal Water District of Orange County Activities Update
7. Orange County Water District Activities Update
MOTION

Motion by Vice President Atkinson, second by Director Bockmiller, to approve Items 1 – 7 of the Consent Calendar. Motion passed 3-0-2, with President Temianka and Director Dewane absent.

PRESENTATION AND DISCUSSION ITEMS:

8. Reservoirs 1 and 2 Improvements

Assistant General Manager Lauri introduced Senior Civil Engineer Pelka who proceeded with a presentation which highlighted the following:

- Background Information
- Scope of Project
- Reservoirs 1 and 2 Improvements
- Financial Information

Mr. Pelka responded to questions and the Board thanked him for the presentation.

No action was taken.

9. Capital Projects Update – Fiscal Year 2017

AGM Lauri gave a brief overview of the topic and proceeded with a presentation which highlighted the following:

- Capital Improvements Program Summary
- Well Automation Project
- MWRF Improvements
- Well 9B
- Pipeline Integrity Testing Program
- Reservoirs Pump Control & Chemical Systems Project
- Operations Routine Capital
- Other Agency Projects
- Well 8 Demolition Project
- Ongoing Design Projects
- Capital Budget Forecast

AGM Lauri responded to questions and the Board thanked him for the presentation.

No action was taken.

ACTION ITEMS:

10. Great Plains and Cogsdale CSM Support

General Manager Shoenberger introduced Business Administrator Lind who provided an overview of the topic.
MOTION

Motion by Director Bockmiller, second by Vice President Atkinson, to approve a one year extension to Sophos Solutions for a not to exceed amount of $110,000 and to direct staff to competitively solicit proposals for the next contract term. Motion passed 3-0-2, with President Temianka and Director Dewane absent.

REPORTS:

12. Directors’ Reports and Comments

INFORMATION ITEMS:

13. Well 8 Demolition Project Design

The Board meeting was adjourned at 5:20 p.m.

Approved:

_____________________________
Ethan Temianka, President

_____________________________
Coleen L. Monteleone, District Secretary
LEGISLATIVE & PUBLIC AFFAIRS COMMITTEE MEETING

CALL TO ORDER

The meeting of the Board of Directors was called to order on February 23, 2017 at 3:34 p.m. by Chairman Atkinson at the District Office Upstairs Conference Room, located at 1965 Placentia Avenue, Costa Mesa, California.

Directors Present
Ethan Temianka, President
Jim Atkinson, Vice President
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent
Shawn Dewane, Director

Staff Present
Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary
Stacy Taylor, External Affairs Manager
Cynthia Ragland, Interim Public Affairs Manager

Others Present
None

PUBLIC COMMENTS

There was no public present.

CONSENT CALENDAR ITEMS:

1. Advocacy Consulting Services Report
2. Legislative Consulting Services Report
3. Outreach Update

MOTION

Motion by Director Fisler, second by President Temianka, to approve Items 1 – 3 of the Consent Calendar. Motion passed 4-0-1, with Director Dewane absent.
PRESENTATION AND DISCUSSION ITEMS:

None.

ACTION ITEMS:

None.

REPORTS:

4. Report of the General Manager
5. Directors' Reports and Comments

INFORMATION ITEMS:

6. FY 2017 Strategic External Affairs Plan

The Board meeting was adjourned at 4:08 p.m.

Approved:

______________________________
Ethan Temianka, President

______________________________
Coleen L. Monteleone, District Secretary
FINANCE COMMITTEE MEETING

CALL TO ORDER
The meeting of the Board of Directors was called to order on February 27, 2017 at 3:31 p.m. by Chairman Bockmiller 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
Ethan Temianka, President
Fred R. Bockmiller, Director, Chair
James R. Fisler, Director

Directors Absent
Jim Atkinson, Vice President
Shawn Dewane, Director

Staff Present
Paul E. Shoenberger, P.E., General Manager
Coleen L. Monteleone, Assistant General Manager/District Secretary
Andrew Hamilton, Chief Financial Officer/District Treasurer
Kurt Lind, Business Administrator

Others Present
Jeff Ott, Chief Operating Officer, Sophos Solutions

PUBLIC COMMENTS
There were no comments on non-agendized comments.

CONSENT CALENDAR ITEMS:

1. Accounts Paid Listing
2. Monthly Financial Reports
3. Major Staff Projects

MOTION
Motion by Director Fisler, second by President Temianka, to approve Items 1-3 of the Consent Calendar. Motion passed 3-0-2, with Vice President Atkinson and Director Dewane absent.
PRESENTATION AND DISCUSSION ITEMS:

4. Microsoft Great Plains Financial System

General Manager Shoenberger introduced Business Administrator Lind who then introduced Sophos Solutions’ Chief Operating Officer, Jeff Ott. Mr. Ott proceeded with a presentation, entitled “Great Plains Financial System”, which highlighted the following:
- Background and Purpose
- Great Plains Financial System Overview
- Simplifying the Chart of Accounts
- Overall Benefits

Messrs. Lind and Ott responded to questions and the Board thanked them for the presentation.

ACTION ITEMS:

5. Debt Disclosure Policy

GM Shoenberger introduced Chief Financial Officer Hamilton who gave a brief overview of the topic.

MOTION

Motion by President Temianka, second by Director Fisler, to adopt Resolution No. XXXX Adopting the Debt Disclosure Policy. Motion passed 3-0-2, with Vice President Atkinson and Director Dewane absent.

REPORTS:

7. Directors’ Reports and Comments

INFORMATION ITEMS:

None.

The Board meeting was adjourned at 4:38 p.m.

Approved:

Ethan Temianka, President

Coleen L. Monteleone, District Secretary
MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 9, 2017
SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

RECOMMENDATION

In accordance with Ordinance No. 25, adopted April 9, 2015, 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.

PROPOSED LIST

None.

PRIOR BOARD ACTION

On July 14, 2016, the Board approved Fiscal Year 2017 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.
2017 CONFERENCES, SEMINARS, AND MEETINGS:

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<tr>
<th>Date</th>
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<tr>
<td>March 8, 2017</td>
<td>ACWA Legislative Symposium</td>
<td>Sacramento, CA</td>
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<td>March 19 - 21, 2017</td>
<td>WateReuse Conference</td>
<td>San Diego, CA</td>
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<td>April 10-13, 2017</td>
<td>CA-NV AWWA Spring Conference</td>
<td>Anaheim, CA</td>
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<td>May 8-12, 2017</td>
<td>ACWA Spring Conference Atkinson, Bockmiller</td>
<td>Monterey, CA</td>
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<td>May 16-17, 2017</td>
<td>CSDA Special District Legislative Days</td>
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<td>June 11-14, 2017</td>
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<td><strong>ACWA DC Conference 2/28-3/2 ... ● Washington, D.C.</strong></td>
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<td>● 8:30AM CANCELLED Jt. MWDOC/MWD Workshop (MWDOC/OCWD Boardroom)</td>
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<td>● 5:30PM OCWD Board Meeting - Temianka, Atkinson (MWDOC/OCWD Boardroom)</td>
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<td>Thu</td>
<td>● 10:00AM ACWA Water Quality - Atkinson (Sacramento, CA)</td>
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<td>● 4:00PM Chamber Board Meeting - Fisler (TBD)</td>
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<td>● 6:00PM Mesa Water Board Meeting (Boardroom)</td>
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<td>Fri</td>
<td>● 7:30AM CM Chamber of Commerce Breakfast (1701 Golf Course Drive Costa Mesa, CA 92626)</td>
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<td>● 8:00AM City/Districts Liaison - Atkinson, Temianka (City of Costa Mesa)</td>
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<td><strong>WateReuse California Annual Conference 3/19-3/21 ● San Diego, CA</strong></td>
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<td>● 4:00PM ACWA/JPIA Risk Management - Bockmiller (Roseville)</td>
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<td>● 3:00PM Finance Committee Meeting (Boardroom)</td>
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<td>● 7:30AM ISDOC Planning Committee - Temianka (MWDOC Conference Room 101)</td>
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<td>● 3:00PM Engineering and Operations Committee Meeting (Boardroom)</td>
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<td>● 5:45PM Rescheduled to 03/29/17 Costa Mesa City Council Meeting</td>
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<td>● 11:30AM ISDOC Quarterly Meeting - Fisler, Temianka (MWDOC/OCWD Boardroom)</td>
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**ACWA Spring Conference 5/9-5/12 † Monterey, CA**

**CSDA Special District Legislative Day † Sacramento**

**District Holiday † Memorial Day**

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3/1/2017 4:50 PM

Kathy Pham
### UPCOMING COMMUNITY OUTREACH EVENTS

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<thead>
<tr>
<th>Event:</th>
<th>Date &amp; Time:</th>
<th>Location:</th>
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<tr>
<td><strong>Turf Removal and Landscape Workshop</strong></td>
<td>Saturday March 11, 2017 8:30 a.m. to 12:00 p.m.</td>
<td>Mesa Water Boardroom 1965 Placentia Avenue Costa Mesa, CA 92627</td>
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<td><strong>Children’s Water Education Festival</strong></td>
<td>Thursday and Friday March 29 and 30, 2017 9:00 a.m. to 2:00 p.m.</td>
<td>University of California, Irvine Aldrich Park</td>
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<td><strong>Water-Wise Landscape Expo</strong></td>
<td>Saturday April 15, 2017 9:00 a.m. to 1:00 p.m.</td>
<td>The Home Depot 2300 S. Harbor Blvd. Costa Mesa, CA 92626</td>
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<td><strong>Imaginology S.T.E.A.M. Ahead</strong></td>
<td>Friday April 21, 2017 9:00 a.m. to 3:00 p.m.</td>
<td>OC Fair and Event Center 88 Fair Drive Costa Mesa</td>
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<td><strong>Costa Mesa Community Run</strong></td>
<td>Saturday April 22, 2017 8:30 a.m. to 10:30 a.m.</td>
<td>Estancia High School Stadium 2323 Placentia Avenue Costa Mesa, CA 92627</td>
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TO: Board of Directors  
FROM: Kurt Lind, District Business Administrator  
DATE: March 9, 2017  
SUBJECT: Great Plains and Cogsdale CSM Support

**RECOMMENDATION**

Approve a one year extension to Sophos Solutions for a not to exceed amount of $110,000 and direct staff to competitively solicit proposals for the next contract term.

The E&O Committee reviewed this item at its February 21, 2017 meeting and recommends approval.

**STRATEGIC PLAN**

Goal #3: Be financially responsible and transparent  
Goal #6: Provide outstanding customer service

**PRIOR BOARD ACTION/DISCUSSION**

At its Board of Directors meeting on June 11, 2015, the Board approved a contract with Sophos Solutions in the amount of $187,000.

At its Board of Directors meeting on September 10, 2015, the Board approved a change order with Sophos Solutions in the amount of $80,000 for an added task for the reconfiguration of the Cogsdale Customer Management System (Cogsdale CSM).

**BACKGROUND**

Mesa Water® uses the Great Plains/Cogsdale CSM system for finance accounting/budgeting and customer service/billing management. Previously, two separate vendor contracts supported Great Plains and Cogsdale CSM. Staff determined that a team approach between Mesa Water departments and a unified Great Plains/Cogsdale support team would benefit the organization and improve system functionality. Mesa Water would then have one point of contact that would provide guidance and planning for Great Plains/Cogsdale CSM system upgrades, process/performance improvements, and configurations.

**DISCUSSION**

Mesa Water competitively solicited proposals from seven qualified firms for Great Plains/Cogsdale CSM Support Services and Business Process Implementation in June 2015. Sophos Solutions was selected to assist with these efforts and has provided excellent support with Great Plains/Cogsdale CSM systems, process improvements, and developing and implementing Mesa Water’s new chart of accounts.

Mesa Water has operated with a unified Great Plains/Cogsdale team for support and business improvement process implementation for the past eighteen months. The results have been very positive in regards to utilizing the unified team approach to ensure that both systems are re-
established and are set up/configured in a manner that meets the improved business workflow/process.

The following work has been accomplished:

- Chart of accounts simplified, developed, and implemented
- Project accounting simplified, automated and implemented
- Payroll accounting simplified, automated, and implemented
- Great Plains/Cogsdale software upgraded to current version and implemented
- Water Operations key performance indicators developed and implemented
- Conservation reporting developed and implemented
- Customized financial reports developed and implemented

Mesa Water will continue to need system, technical, and process support services for the following tasks:

1. **Great Plains/Cogsdale System General Support Services**

At the direction of Mesa Water staff, general support services provided as requested. This work would include, but not be limited to, system upgrades, data clean-up, customized system reporting, smartlist report development, and other general tasks to keep the systems functional.

2. **Business Process Improvement Support**
   - Procurement Process Improvement Support
   - Payroll/HRIS System Selection/Technical Support
   - Plan Check Process Technical Support

The support consultant will be providing expert insight related to the improved workflow design functionality compared to the current system configuration and establishing the technical functionality within Great Plains and Cogsdale.

3. **As Directed Services**

Provide additional consulting and special project services at the direction of the Project Manager. These services will be provided on a time and material basis.

Sophos Solutions’ approach is the most comprehensive given their expertise in Great Plains/Cogsdale CSM systems, financial and customer related processes, and a strong background in information technology, business, and financial accounting.
FINANCIAL IMPACT

In FY 2017, $100,000 is budgeted; $46,255 has been spent to date. The requested funding will come from Cash on Hand.

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<tr>
<th></th>
<th>Project Estimate Amounts</th>
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<td>Revised Project Estimate</td>
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ATTACHMENTS

Attachment A: Sophos Solutions’ Proposal
February 13, 2017

Kurt Lind
District Business Administrator
Mesa Water District
1965 Placentia Ave
Costa Mesa, CA 92627

Re: Contract Change Order for Great Plains/Cogsdale and Business Process Support

Dear Kurt:

Thank you for allowing Sophos to work with Mesa Water District over the past 18 months on the Great Plains/Cogsdale and Business Process Support project. We discussed Sophos providing extended support for these initiatives through the end of fiscal 2018.

This contract change order is to provide additional support services to the District for the continued support of your Great Plains/Cogsdale system and to further assist you with your Business Process Improvement initiatives. In addition, we have included additional As-Directed services to cover items not specifically identified in the scope of work.

I have attached a proposal covering this extension for your review. We would be pleased to discuss with you any modifications you might wish to make to this proposal. We estimate the additional scope of work to be $110,000 including all travel and direct expenses.

Please call me at (916)-804-6774 or email jeff.ott@sophosllc.com so we can discuss the specifics of this proposal.

Regards,

Jeff Ott
Chief Operating Officer
Scope of Work

Area of Need 1
MGP/Cogsdale System Support

Dynamics MGP (MGP) and Cogsdale System General Support Services
At the direction of Mesa Water, general support services as requested. This work would include but is not limited to system upgrades, data clean-up, reporting, smartlist development, and other general tasks to keep the system functional.

Responsibility of Sophos Solutions and Value Added Reseller

Value Added Reseller
System issues/errors; problems with the software; fixing code

Sophos Solutions
Use of MGP/Cogsdale; system upgrades; standard reports; custom reports; system customization (data tables); smartlist; smartlist builder

Area of Need 1: Schedule and Deliverable
The schedule will vary for each task assigned to the Support Consultant. The Project Manager will work directly with the Support Consultant with each task schedule, end product deliverables, and expectations.

Area of Need 1: Hours and Cost
Sophos estimates that it will require 350 hours to support the Dynamics MGP and Cogsdale CSM systems. The estimate cost for this Area of Need is $59,500.00 for labor and $3,000 for travel related costs. Total estimate cost for this Area of Need is $62,500.00

Area of Need 2
Business Process Improvement Support

The overarching goal of the Business Process Improvement Support is to integrate systems and establish proper setup of systems within MGP and Cogsdale that match the designed workflow and process. The Support Consultant will work in collaboration with the Project Manager (Mesa Water’s Business Administrator) and Lead Consultant (LA Consulting) during this implementation effort.

Mesa Water and the Lead Consultant have assessed the current workflows for Payroll/HRIS, Procurement, and Plan Check Process and have documented each of these processes in detail. They have outlined and re-engineered the workflow reducing and eliminating unnecessary steps within the process.

The Support Consultant will be responsible for understanding the gap between Mesa Water’s proposed/improved work flow and process compared to the current system configuration within MGP and Cogsdale. The Support Consultant will be providing expert insight related to the improved workflow design functionality compared to the current system configuration. The Support Consultant work would include but is not limited to the following:

- Review proposed/improved work flow and process
- Provide suggestions and recommendations of work flow and processes
- Design/Configure MGP/Cogsdale systems to match the desired work flow
- Running Proposed Configurations within MGP/Cogsdale systems in testing environments
- Member of Implementation Team
- Quality assurance and quality control of configurations
- Advice/Feedback of system improvements
The Support Consultant will work directly with the Project Manager and Lead Consultant. The Project Manager will have a general discussion directly with the Support Consultant who will then be tasked with developing a specific scope of work for the assignment and submit to the Project Manager for approval. Below are general descriptions of the business processes where Mesa Water will require support assistance

A. Payroll/Timecard Support
The purpose of this support is to provide technical system and process recommendations with modifying Mesa Water’s three week payroll reporting period to a two week payroll reporting period and transition from two payroll systems into a single payroll system.

This work includes reviewing the improved Payroll/Timecard process and reviewing the MGP and Cogsdale systems as potential timekeeping systems. Mesa Water® utilizes a third party payroll provider for payroll processing and desires to keep this function outsourced. This process is in conjunction with the HRIS Process.

B. Human Resource Information System (HRIS) Process Support
The purpose of this support is to assist the Project Manager and Lead Consultant with Mesa Water’s Human Resources to investigate all opportunities to centralize and automate the Mesa Water’s Human Resources system. Mesa Water’s current approach with managing the Human Resource information is utilizing multiple spreadsheets. The Support Consultant will review the current process and system of spreadsheets used for HR functions.

In this effort, the Support Consultant will assist with investigating potential tools and functionality that exists within the MGP system and potential third party HRIS to meet the needs of Mesa Water. The Support Consultant will provide their expertise and recommend improvements related to Human Resources’ ability for simplification and automation of HR related information. The Support Consultant would be expected to assist Mesa Water in the event that it is determined to enter into a competitive selection process and implementation for an HRIS that will meet Mesa Water’s business needs.

C. Procurement Process Support
The purpose of this support is to assist the Project Manager and Lead Consultant with the proposed improved procurement process and work flow to be used by all departments in the procurement of goods and services. Mesa Water is currently utilizing the purchase order functionality in MGP in combination with manual forms and spreadsheets.

This work effort will involve reconfiguring the Purchasing module to enable full utilization and automation of the procurement process. The Support Consultant will review the improved process and advise of the capabilities of MGP for automation and configure the MGP system to best match the process.

Mesa Water and the Lead Consultant have developed a simplified, standardized, and automated process for the purchasing of Goods and Professional Services/Construction. Included within the documented work flow are established measures for creating additional accountability and to provide the ability to monitor adherence to the re-engineered process.

Area of Need 2: Schedule and Deliverable
The schedule will vary for each task assigned to the Support Consultant. The Project Manager will work directly with the Support Consultant with each task schedule, end product deliverables, and expectations.

Area of Need 2: Hours and Cost
Sophos estimates that is will require 100 hours to support the Business Process Improvement initiatives listed above. The estimate cost for this Area of Need is $17,000.00 for labor and $3,000 for travel related costs. Total estimate cost for this Area of Need is $20,000.00
Area of Need 3
As Directed Services
Provide additional consulting and special project services at the direction of the Project Manager. These services will be provided on a time and material basis.

Area of Need 3: Schedule and Deliverable
The schedule will vary for each task assigned to the Support Consultant. The Project Manager will work directly with the Support Consultant with each task schedule, end product deliverables, and expectations.

Area of Need 3: Hours and Cost
Sophos will allocate 144 hours to support any as-directed services required by the District. The estimate cost for this Area of Need is $24,480.00 for labor and $3,020 for travel related costs. Total estimate cost for this Area of Need is $27,500.00

Subcontractor:
Consultant requests the ability to subcontract any or all of this scope of work to Glenn Wolf. By signing this agreement, Mesa Water authorizes Consultant to subcontract any or all of this scope of work to Glenn Wolf.

Schedule of Consulting Rates and Fees
2016 Standard Rates:
- Consultant 120 per hour
- Senior Consultant 145 per hour
- Principal Consultant 170 per hour

Reimbursable expenses and other indirect expenses billed at actual cost with no markup. Expenses may include travel costs from Northern California to Southern California.

Rates will remain in effect until changed. Any new rates will be approved and authorized by Mesa Water and incorporated as an amendment to the contract.

Cost:
Sophos estimates that it will require 594 hours to support Mesa Water as outlined in the above scope of work. Sophos will bill the District on a time and materials not to exceed basis at a rate of $170.00 per hour. In addition, any direct incidental expenses will be billed at actual cost with no markup. Sophos estimates that it will incur $9,020.00 in direct incidental expenses relating to travel. The total cost of this Change Order is $110,000.00 comprising $100,980.00 for labor and $9,020.00 for travel.
MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, External Affairs Manager
DATE: March 9, 2017
SUBJECT: State Advocacy Update

RECOMMENDATION
Receive the presentation.

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

PRIOR BOARD ACTION/DISCUSSION
None.

DISCUSSION
At its January 12, 2017 meeting, the Board adopted Mesa Water’s 2017 Legislative Platforms for anticipated high-priority public policy issues. Advocacy for the District’s platforms has and will continue to require significant work in Sacramento on multiple issues during Calendar Year 2017.

California Advocates has effectively advocated for Mesa Water on several high-priority issues through active legislative monitoring and engagement with: the Governor’s administration; State legislature and its leadership, committees, consultants and staff; State Water Resources Control Board; Association of California Water Agencies; CalDesal; California Municipal Utilities Association; California State Association of Counties; League of California Cities; California Special Districts Association; WateReuse; and others.

Mesa Water’s lead lobbyists at California Advocates -- Mr. John O’Malley and Mr. Dennis Albiani -- will provide a verbal report to the Board regarding State advocacy activities for the District and anticipated State legislative/regulatory activities in Calendar Year 2017.

FINANCIAL IMPACT
In FY 2017, $84,000 is budgeted; $49,000 has been spent to date.

ATTACHMENTS
Attachment A: 2017 Legislative Platforms
Calendar year 2017 marks the first year of California’s next two-year (2017 and 2018) legislative session, with the State legislature reconvened on Monday, December 5, 2016. It is expected that legislative proposals and ongoing discussion of issues from the prior two-year session will return in 2017, including legislation that could significantly impact Mesa Water®.

The State legislature explored several water industry issues in 2016, including, but not limited to: CEQA reform, desalination, flood management, statewide public goods charge/fee (tax), submetering, water/energy nexus, water district consolidation, water pricing (“conservation” rates) and water rates assistance programs (“lifeline” rates), water quality, water reuse (i.e., indirect and direct potable reuse, recycling, stormwater/urban runoff, etc.) water storage, water use efficiency, and the California WaterFix. These discussions will continue throughout the first year of the upcoming two-year legislative session.

Additionally, California’s drought may continue into next year, with probable permanent short-term and long-term drought-related legislation and regulations. Listed below, for the Board’s consideration, are Mesa Water’s proposed legislative and regulatory platforms for anticipated high-priority public policy issues in 2017 that may be relevant to the District:

- **Water Rates** – Mesa Water supports local rate-setting control with rate structures, set by publicly-elected boards and councils, that best serve customers and comply with the law. Furthermore, Mesa Water supports cost-based water rates that:
  - represent the true, full cost of water services, including the cost of District operations and infrastructure funding to ensure water system sustainability; and,
  - harmonize the concepts of conservation and legality, with rates that provide a strong price signal for ratepayers to conserve while also complying with legal mandates (i.e., Article X of the CA Constitution; SB X7-7: The Water Conservation Act of 2009 and any updates to such; and, Propositions 13, 26, and 218).

- **Proposition 218** – Mesa Water supports Article XIII C and D of the California Constitution (Prop. 218) regarding government service assessments, fees, rates and taxes, specifically:
  - the “2/3 vote” required from the legislature and voters for approval of new levies; and,
  - the “special benefit and proportionality requirements” provision which directly connects the special benefits received with reasonable proportionate costs, and ensures that assessments imposed for property-related (water) services must not exceed the proportional cost of the services attributable to the parcel.

Mesa Water opposes amendments to Prop. 218.

- **Water Rate Assistance Programs (WRAP)** – Mesa Water opposes mandates and/or regulations for using water rates revenues, non-water-rates revenues and unrestricted revenues to fund WRAP (also called “lifeline” rates). Mesa Water supports voluntary contributions, such as ratepayer donations to a WRAP or lifeline rates program, and
facilitating voluntary contributions such as partnering with a local charity to support people who need help paying their water bills.

- **Orange County Groundwater Basin** – Mesa Water opposes any potential streamlined process for adjudicating groundwater basins, including the Orange County groundwater basin which is currently managed by the Orange County Water District (OCWD).

- **Proposition 1 (2014 Water Bond)** – Mesa Water supports Proposition 1 funding for OCWD’s priority projects.

- **Water Desalination** – Mesa Water supports CalDesal in its desalination advocacy efforts, as well as the local and regional development of cost-effective and environmentally sensitive water desalination projects statewide -- including brackish water desalination, ocean water desalination and the proposed Huntington Beach and Dana Point projects -- in order to enhance the availability and reliability of local and regional water supply sources, and improve water supply reliability for Orange County, Southern California, and statewide. Mesa Water supports an increase in the per-project grant funding cap for Proposition 1 desalination grant funds.

- **Water Use Efficiency** – Mesa Water opposes state-mandated water conservation, mandatory conservation efforts and water rationing that impedes local control, ignores the supply-demand equation, and that negatively impacts local investments in new sources of water supplies. Additionally, as part of any potential statewide effort to update urban water conservation goals, Mesa Water supports full (100% value) credit for new water supplies created for direct or indirect potable reuse, such as water from desalination, GroundWater Replenishment System (GWRS) and the Mesa Water Reliability Facility (MWRF). Mesa Water also supports:
  
  o policies that encourage stable end-user rates and the use of base-loaded water systems to supply reliable water;

  o maximizing investments in local water infrastructure, sources and supplies;

  o local control and baseline options similar to the four current 20x2020 options;

  o informing customers of their water use; and,

  o requesting customers’ voluntary conservation efforts when necessary to achieve conservation goals.

- **Water Recycling** – Mesa Water supports OCWD and WateReuse in its efforts to advance indirect and direct potable reuse legislation and/or regulations.

- **California Environmental Quality Act (CEQA) Reforms** – Mesa Water supports the efforts of ACWA in streamlining CEQA to enhance efficiencies and reduce redundancies in the environmental review/permitting process and eliminate unnecessary, costly, and time-consuming litigation and related delays.
- **Local Government** – Mesa Water supports the efforts of California Special Districts Association (CSDA) and the Local Agency Formation Commission (LAFCO) to ensure efficient delivery of government services, optimal local governance structures, local control and representation, and appropriate reserve funds levels.

- **MWDOC/MWD Delta Solution** – Mesa Water supports the efforts of Municipal Water District of Orange County (MWDOC), Metropolitan Water District of Southern California (MWD), and/or Southern California Water Committee (SCWC) to achieve a long-term solution for the Sacramento-San Joaquin River Delta that includes optimal statewide water supply reliability, sustainability and quality, and Delta ecosystem health and restoration for the public benefit.

- **Federal Drought Legislation** – Mesa Water supports the efforts of ACWA and/or MWD in collaborating with U.S. representatives to develop bipartisan federal drought legislation.

- **Federal Tax Parity** – Mesa Water supports the efforts of ACWA and/or MWD in collaborating with U.S. representatives to make water use efficiency rebates exempt from Federal taxes.
MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 9, 2017
SUBJECT: Association of California Water Agencies/Joint Powers Insurance Authority Executive Committee Election Concurring Nomination

RECOMMENDATION

Adopt Resolution No. 1491 Concurring in Nomination of Melody McDonald to the Executive Committee of the Association of California Water Agencies/Joint Powers Insurance Authority.

STRATEGIC PLAN

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 #7: Actively participate in regional water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

At the Association of California Water Agencies/Joint Powers Insurance Authority’s (ACWA/JPIA) Board of Directors’ meeting to be held on May 8, 2017, during the spring conference in Monterey, California, there will be an Executive Committee election. Mrs. McDonald currently serves on the ACWA/JPIA Executive Committee, Personnel Committee, Chairs the Liability Program Subcommittee, served on the Building & Property Ad Hoc Committee, and was past chair of the Property & Workers Compensation Program Subcommittees. San Bernardino Valley Water Conservation District has reached out to Mesa Water requesting that the District submit a resolution of support concurring in the nomination of Melody McDonald to the Executive Committee of the ACWA/JPIA.

This election will fill four Executive Committee member positions, each for a four-year term each.

The deadline to submit the nominating resolution to ACWA/JPIA is 4:30 p.m. on Friday, March 24, 2017.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Resolution No. 1491
Attachment B: ACWA/JPIA Correspondence dated January 3, 2017
Attachment C: San Bernardino Valley Water Conservation District Correspondence dated January 31, 2017
RESOLUTION NO. 1491

RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS CONCURRING IN NOMINATION OF MELODY MCDONALD TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY

WHEREAS, the Mesa Water District (Mesa Water®) is a county water district organized and operating according to California law; and

WHEREAS, Mesa Water® is a member district of the Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) and participates in all four of its Programs: Liability, Property, Workers’ Compensation, and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA’s Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the San Bernardino Valley Water Conservation District, has requested that Mesa Water concur in its nomination of its member of the ACWA/JPIA Board of Directors to the Executive Committee of the ACWA/JPIA.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. The Board of Directors of Mesa Water District hereby concurs with the nomination by the San Bernardino Valley Water Conservation District of its member of the ACWA/JPIA Board of Directors, Melody McDonald, as a candidate for the Executive Committee in the election to be held on May 8, 2017.

Section 2. The ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of two other member districts, to effect such nomination.

Section 3. The District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.
ADOPTED, SIGNED, and APPROVED this 9th day of March 2017 by a roll call vote.

AYES:                     DIRECTORS:
NOES:                     DIRECTORS:
ABSENT:                   DIRECTORS:
ABSTAIN:                  DIRECTORS:

_________________________________________________________
Ethan Temianka
President, Board of Directors

_________________________________________________________
Coleen L. Monteleone
District Secretary
To: JPIA Directors, Alternates, and Others
From: Sylvia Robinson, Publications & Web Editor
Date: January 3, 2017
Subject: 2017 ACWA JPIA Executive Committee Election Notice

Notice is hereby given that there will be an Executive Committee election during the JPIA’s Board of Directors’ meeting to be held on May 8, 2017, at the spring conference in Monterey, California.

This election will fill four Executive Committee member positions, each for a four-year term each.

The incumbents are Tom Cuquet, South Sutter WD; David Drake, Rincon Del Diablo MWD; and Melody McDonald, San Bernardino Valley WCD. There is one vacant position.

Candidates for the election must be elected or appointed directors of the JPIA member that they represent and must have been appointed by that member to be on the JPIA's Board of Directors. Further, candidates for the election must also be representatives of JPIA members that participate in all four of the JPIA’s Programs: Liability, Property, Workers’ Compensation, and Employee Benefits.

The candidates must also each receive concurring in nomination resolutions from three other JPIA members. However, JPIA members may concur in the nomination of as many candidates as they wish. When asking other JPIA members to concur in a nomination, it would be helpful to them to include some information about the Director and his/her background.

The submission of the nominating resolution, the three concurring in nomination resolutions, and the candidate’s statement of qualifications is the sole responsibility of the nominating member. These nominations must reach the JPIA by the close of business (4:30 pm) on Friday, March 24, 2017. Nominations may be mailed to the attention of Sylvia Robinson at the JPIA: P. O. Box 619082, Roseville, CA 95661-9082 or emailed to srobinson@acwajpia.com.

Final notice of the qualified candidates will be included as part of the Board of Directors’ meeting packet, which will be mailed on or before April 24, 2017, to those who request a meeting packet.

Use this link to find copies of this notice, the nominating procedures, and sample resolutions on the JPIA’s website.
ACWA JPIA
Nomination Procedures

Approximately 120 Days before Election (January 6, 2017)

All ACWA JPIA Directors and Member Districts are to be notified of:

A) Date and place of Election;
B) Executive Committee positions and terms of office to be filled by Election;
C) Incumbent office holders; and
D) Nomination Procedures.

120 to 45 Days before Election (January 6 – March 24, 2017)

A) A district may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, then members of the ACWA JPIA, in addition to the nominating district.
B) Sample resolutions are available on the ACWA JPIA website.
C) The district is solely responsible for timely submission of the nominating resolution and the three additional concurring in nomination resolutions of its candidate for office.

45 Days before Election (March 24, 2017)

A) Deadline and location for receiving the nominating and concurring in nomination resolutions in the ACWA JPIA office:

   Friday – March 24 2017 – 4:30 p.m.

   Sylvia Robinson
   Publications & Web Editor
   ACWA JPIA
   P. O. Box 619082
   Roseville, CA 95661-9082
   (srobinson@acwajpia.com)

B) Candidates’ statement of qualifications must be submitted, if desired, with the nominating resolutions. The statement of qualifications must be submitted on one side of an 8½ x 11” sheet of paper suitable for reproduction and distribution to all districts (MSWord or PDF documents preferred).

14 Days before Election (April 24, 2017)

Final notice of the upcoming Election of Executive Committee members will be included as part of the Board of Directors’ meeting packet. Final notice shall include:

A) Date, Time, and Place of Election;
B) Name and District of all qualified candidates;
C) Candidate’s statement of qualifications (if received); and
D) Election Procedures and Rules.
RESOLUTION NO. ________

RESOLUTION OF THE BOARD OF DIRECTORS OF THE

(NAME OF MEMBER DISTRICT)

CONCURRING IN NOMINATION TO THE EXECUTIVE COMMITTEE

OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA JPIA")

WHEREAS, this district is a member district of the ACWA JPIA; and

WHEREAS, the Bylaws of the ACWA JPIA provide that in order for a
nomination to be made to ACWA JPIA's Executive Committee, three member
districts must concur with the nominating district, and

WHEREAS, another ACWA JPIA member district, the (NAME OF NOMINATING
DISTRICT) has requested that this district concur in its nomination of its
member of the ACWA JPIA Board of Directors to the Executive Committee of the
ACWA JPIA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the
(NAME OF MEMBER DISTRICT) that this district concur with the nomination of
(NAME OF NOMINEE) of (NAME OF NOMINATING DISTRICT) to the Executive
Committee of the ACWA JPIA.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed
to transmit a certified copy of this resolution to the ACWA JPIA at
P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this (DATE) day of (MONTH), 2017.

(SIGNATURE)
Board President

ATTEST:

(SIGNATURE)
Secretary
RESOLUTION NO.: ________

RESOLUTION OF THE BOARD OF DIRECTORS OF THE

(NAME OF MEMBER DISTRICT)

NOMINATING ITS ACWA JPIA BOARD MEMBER TO THE EXECUTIVE COMMITTEE

OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA JPIA")

WHEREAS, this district is a member district of the ACWA JPIA that participates in all four of its Programs: Liability, Property, Workers' Compensation, and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA JPIA provide that in order for a nomination to be made to ACWA JPIA's Executive Committee, the member district must place into nomination its member of the ACWA JPIA Board of Directors for such open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the (NAME OF MEMBER DISTRICT) that its member of the ACWA JPIA Board of Directors, (NAME OF BOARD MEMBER) be nominated as a candidate for the Executive Committee for the election to be held on May 8, 2017.

BE IT FURTHER RESOLVED that the ACWA JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to effect such nomination.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

ADOPTED this (DATE) day of (MONTH), 2017.

(SIGNATURE)
Board President

ATTEST:

(SIGNATURE)
Secretary
January 31, 2017

Fred Bockmiller
Mesa Water District
1965 Placentia Avenue
Costa Mesa, CA 92627-3420

Dear Fred Bockmiller,

The Board of Directors of the San Bernardino Valley Water Conservation District has nominated its Vice-President, Melody A. McDonald, to continue in her position on the ACWA/JPIA Executive Committee. Enclosed is a certified copy of SBVWCD Resolution No. 542 nominating Mrs. McDonald for ACWA/JPIA Executive Committee.

Melody currently serves on the ACWA/JPIA Executive Committee, Personnel Committee, Chairs the Liability Program Subcommittee, served on the Building & Property Ad Hoc Committee, and was past chair of the Property & Workers Compensation Program Subcommittees. Melody has an institutional knowledge of all of JPIA’s programs, their history, how coverage’s evolved for the JPIA membership and has helped the organization grow to 188 Million in assets. Melody participates in training at various JPIA members facilities; she has personally visited and presented rate stabilization fund refund checks back to JPIA members totaling over 25 Million, since the inception of the fund. This year, JPIA has held nearly 400 training classes resulting in more than 7,700 employees receiving training. Melody believes the best claim is the one that never happened, and that there is a direct correlation between risk management, training, and minimizing losses. She pursues all her duties with a strong sense of commitment and dedication. Enclosed is her Statement of Qualifications.

The District respectfully requests your organization consider adopting a concurring resolution of nomination in support of Mrs. McDonald. Enclosed is a sample concurring resolution for your consideration in support of her nomination or it can be found at http://www.acwajpia.com/ElectionNews.aspx. Since time is of the essence, and that this will require Board action, please include this on your agenda for your next Board meeting. Please send a certified copy to:

ACWA/JPIA
Attention: Sylvia Robinson
P.O. Box 619082
Roseville, CA 95661-9082

San Bernardino Valley Water Conservation District
Attention: Athena Monge
1630 W. Redlands Blvd. Ste “A”
Redlands, CA 92374

This resolution must be received by ACWA/JPIA no later than 4:30 pm Friday March 24, 2017.

Sincerely,

Daniel B. Cozad
General Manager
RESOLUTION NO. 542

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT NOMINATING ITS ACWA/JPIA BOARD MEMBER TO THE EXECUTIVE COMMITTEE OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")

WHEREAS, this District is a member district of the ACWA/JPIA that participates in all four of its Programs: Liability, Property, and Workers' Compensation; and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that its member of the ACWA/JPIA Board of Directors, Melody McDonald, be nominated as a candidate for the Executive Committee for the election to be held on May 8, 2017.

BE IT FURTHER RESOLVED that the ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of five other member districts to effect such nomination.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, California 95661-9082, forthwith.

ADOPTED this 11th day of January, 2017.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
Secretary
ASSOCIATIONS
Member, Board of Directors of the San Bernardino Valley Water Conservation District (Elected), Past President, & currently Vice-President, 1991 originally appointed, and first woman on the board

Member, Executive Committee ACWA/JPIA

Chair, JPIA Liability Program Committee

Director, ACWA/Joint Powers Insurance Authority

Voting Member, Association of the San Bernardino County Special Districts

Over the 25+ Years, Experience in the Water Industry includes:
Past Member, (CWA) California Women for Agriculture

Past Member, ACWA Water Management Committee

Past Member, ACWA State Legislative Committee

Chair & Vice-Chair, JPIA Property & Workers Compensation Programs

Member, Board of Directors ACWA, Region 9 Chair

Chair, Water Management Certification Subcommittee

Chair, California Water Quality Control Board, Santa Ana Region

8 Years of service, Gubernatorial Appointment

CURRENT EMPLOYMENT
Southwest Lift & Equipment, Inc. (Heavy Duty Vehicle Lifts)
Broker/Associate, Century 21 Lois Lauer Realty

PROFESSIONAL ASSOCIATIONS & LICENSES
Redlands Association of Realtors
California Real Estate Broker’s License
Arizona Real Estate Broker’s License

ORGANIZATIONS AND SOCIETIES
Highland Chamber of Commerce
San Bernardino Chamber of Commerce
Immanuel Baptist Church Highland, CA
BSF International

EDUCATION
San Gorgonio High School, 1976
Western Real Estate School, 1989
Graduate, Special Districts Board Management Institute, 1997
MEMORANDUM

TO: Board of Directors
FROM: Andrew Hamilton, Chief Financial Officer
DATE: March 9, 2017
SUBJECT: Debt Disclosure Policy

RECOMMENDATION

Adopt Resolution No. 1492 Adopting the Debt Disclosure Policy.

The Finance Committee reviewed this item at its February 27, 2017 meeting and recommends approval.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At the November 21, 2016 and December 19, 2016 Finance Committee meetings, the Board of Directors (Board) received debt refunding information and presentations from Robert Porr and Paul Pender from Financial Advisor, Fieldman Rolapp. At its Board meeting on January 12, 2017, the Board approved the advance refunding of the 2010 Certificates of Participation debt issuance along with adding $8 million of new money using existing debt service levels, utilizing the negotiated sale structure. The refunding provides the least cost impact to ratepayers over the next nine years, while maintaining the Board’s goal of 600 Days Cash, a shorter debt free date, and historically low estimated cost of capital in the current municipal bond market.

DISCUSSION

The proposed Debt Disclosure Policy is intended to document Mesa Water’s current practices to ensure compliance with federal securities laws in connection with both the public offering of debt securities issued by Mesa Water and continuing disclosure requirements.

Since the Board has issued debt previously and approved a proposed debt issuance in 2017, Mesa Water must comply with “anti-fraud rules” of federal securities laws, including Section 17 of the Securities Act of 1933 and Section 10(b) of the Securities and Exchange Act of 1934, and regulations adopted by the Securities and Exchange Commission under those Acts, including “Rule 10b-5” under the Securities and Exchange Act of 1934.

The foundation of these laws and regulations is that the issuer must provide all “material” information to potential investors related to proposed and previously issued local agency debt offerings. Information provided to investors must be free from any material misstatements. Also, the proposed debt issuance must not withhold material information regarding either the issuer’s financial condition or the transparent and comprehensive description of the proposed debt issuance that potential investors would need in order to make an investment decision. When issuing debt securities, information is deemed to be “material” if a substantial likelihood
exists that a reasonable investor would consider it important in deciding whether to purchase the issuer’s debt securities.

Mesa Water’s Bond Counsel, Stradling, Yocca, Carlson and Rauth, created the proposed Debt Disclosure Policy to comply with federal securities laws and regulations.

Staff recommends that the Board adopt the attached Debt Disclosure Policy in order to document past and current practices in regard to debt issuance and continuing disclosure requirements while incorporating best practices to ensure compliance with federal securities laws and regulations.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Draft Resolution No. 1492
RESOLUTION NO. 1492

RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING THE DEBT DISCLOSURE POLICY

WHEREAS, the Mesa Water District (the District) is a county water district organized and operating according to California law; and

WHEREAS, the District’s Bond Counsel recommends, based on recent Securities and Exchange Commission enforcement actions, that issuers of municipal bonds adopt policies and procedures to govern compliance and implement training with respect to their initial disclosure and continuing disclosure undertakings; and

WHEREAS, in response to such recommendation and in order to better monitor compliance with its disclosure undertakings, Mesa Water District finds it desirable to adopt and maintain a Debt Disclosure Policy; and

WHEREAS, the proposed Debt Disclosure Policy has been presented to the Board of Directors.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MESA WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That the Board of Directors of Mesa Water District does hereby approve and adopt the Debt Disclosure Policy, comprising Attachment A hereto, as presented to the Board at the meeting at which this resolution is adopted.

Section 2. This resolution shall take effect immediately upon adoption.

ADOPTED, SIGNED, and APPROVED this 9th day of March 2017 by a roll call vote.

AYES: DIRECTORS:
NOES: DIRECTORS:
ABSENT: DIRECTORS:
ABSTAIN: DIRECTORS:

Ethan Temianka
President, Board of Directors

Coleen L. Monteleone
District Secretary
RESOLUTION NO. 1492

ATTACHMENT A

RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING THE DEBT DISCLOSURE POLICY

MESA WATER DISTRICT
POLICY FOR DEBT DISCLOSURE
MESA WATER DISTRICT
POLICY FOR DEBT DISCLOSURE

PURPOSE

The purpose of this Debt Disclosure Policy (the Policy) is to memorialize and communicate key principles and procedures in connection with obligations, including notes, bonds and certificates of participation, issued by the Mesa Water District (the District) so as to ensure that the District continues to comply with all applicable disclosure obligations and requirements under the federal securities laws.

BACKGROUND

The District from time to time issues certificates of participation, revenue bonds, notes or other obligations (collectively, Obligations) in order to fund or refund capital investments, other long-term programs and working capital needs. In offering Obligations to the public, and at other times when the District makes certain reports, the District must comply with the “anti-fraud rules” of federal securities laws. (“Anti-fraud rules” refers to Section 17 of the Securities Act of 1933 and Section 10(b) of the Securities and Exchange Act of 1934, and regulations adopted by the Securities and Exchange Commission under those Acts, including “Rule 10b-5” under the Securities and Exchange Act of 1934.)

The core requirement of these rules is that investors and potential investors in Obligations must be provided with all “material” information relating to the offered Obligations. The information provided to investors and potential investors must not contain any material misstatements, and the District must not omit material information which would be necessary to provide to investors a complete and transparent description of the Obligations and the District’s financial condition. In the context of the sale of securities, a fact is generally considered to be “material” if there is a substantial likelihood that a reasonable investor would consider it to be important in determining whether or not to purchase the securities being offered or alter the total mix of available information.

When the District issues Obligations, the two central disclosure documents which are prepared are a preliminary official statement (POS) and a final official statement (OS, and collectively with the POS, Official Statement). The Official Statement generally consists of (i) the forepart (which describes the specific transaction including maturity dates, interest rates, redemption provisions, the specific type of financing, the leased premises (in certificate of participation financings) and other matters particular to the financing, (ii) a section which provides information on the District, including its financial condition as well as certain operating information (District Section), and (iii) various other appendices, including the District’s audited financial report, form of the proposed legal opinion, and form of continuing disclosure undertaking. Investors use the Official Statement as one of their primary resources for making informed investment decisions regarding the Obligations.
DISCLOSURE PROCESS

When the District determines to issue Obligations, the Chief Financial Officer requests the involved departments to commence preparation of the portions of the Official Statement (including particularly the District Section) for which they are responsible. While the general format and content of the Official Statement does not normally change substantially from offering to offering, except as necessary to reflect major events, the Chief Financial Officer is responsible for reviewing and preparing or updating certain portions of the District Section which are within their particular area of knowledge. Once the Official Statement has been substantially updated, the entire Official Statement is shared with the General Manager for review and input. Additionally, all participants in the disclosure process are separately responsible for reviewing the entire Official Statement.

Members of the financing team, including the Bond Counsel and the District's Financial Advisor with respect to the Obligations, assist staff in determining the materiality of any particular item, and in the development of specific language in the District Section. Members of the financing team also assist the District in the development of a “big picture” overview of the District’s financial condition, included in the District section. This overview highlights particular areas of concern. Bond Counsel has a confidential, attorney-client relationship with officials and staff of the District.

The Chief Financial Officer or a member of the financing team at the direction thereof schedules one or more meetings or conference calls of the financing team (which includes District officials, Bond Counsel, the District's Financial Advisor, the underwriter of the Obligations, and the underwriter’s counsel), and new drafts of the forepart of the Official Statement and the District Section are circulated and discussed. Such communications may occur via electronic means rather than by meetings or conference calls. During this part of the process, there is substantial contact among District staff and other members of the financing team to discuss issues which may arise determine the materiality of particular items and ascertain the prominence in which the items should be disclosed.

Prior to distributing a POS to potential investors, there is typically a formal conference call which includes District officials involved in the preparation of the POS, members of the financing team and the underwriters and the underwriter’s counsel, during which the POS is reviewed in its entirety to obtain final comments and to allow the underwriters to ask questions of the District’s senior officials. This is referred to as a “due diligence” meeting.

A substantially final form of the POS is provided to the District Board of Directors in advance of approval to afford the Board of Directors an opportunity to review the POS, ask questions and make comments. The substantially final form of the POS is approved by the Boards of Directors which generally authorizes certain senior staff to make additional corrections, changes and updates to the POS in consultation with General Counsel and Bond Counsel.

At the time the POS is posted for review by potential investors, senior District officials execute certificates deeming certain portions of the POS complete (except for
certain pricing terms) as required by SEC Rule 15c2-12.

Between the posting of the POS for review by potential investors and delivery of the final OS to the underwriter for redelivery to actual investors in the Obligations, any changes and developments will have been incorporated into the POS, including particularly the District Section, if required. If necessary to reflect developments following publication of the POS or OS, as applicable, supplements will be prepared and published.

In connection with the closing of the transaction, one or more senior District officials execute certificates stating that certain portions of the OS, as of the date of each OS and as of the date of closing, does not contain any untrue statement of material fact or omit to state any material fact necessary to make the statements contained in the OS in light of the circumstances under which they were made, not misleading. General Counsel also provides an opinion letter advising the underwriters that information contained in the section of the OS relating to the District and its operations (or specified portions thereof) as of its date did not, and as of the date of the closing, does not contain any untrue statement of a material fact or omitted or omits to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading. General Counsel does not opine on any financial, statistical, economic or demographic data or forecasts, charts, tables, graphs, estimates, projections, assumptions or expressions of opinion, and certain other customary matters.

**DISTRICT SECTION**

The information contained in the District Section is developed by personnel under the direction of the Chief Financial Officer, with the assistance of the financing team. In certain circumstances, additional officials will be involved, as necessary. The following principles govern the work of the respective staffs that contribute information to the District Section:

- District staff involved in the disclosure process is responsible for being familiar with its responsibilities under federal securities laws as described above.

- District staff involved in the disclosure process should err on the side of raising issues when preparing or reviewing information for disclosure. Officials and staff are encouraged to consult General Counsel, Bond Counsel or members of the financing team if there are questions regarding whether an issue is material or not.

- Care should be taken not to shortcut or eliminate any steps outlined in the Policy on an ad hoc basis. However, the Policy is not necessarily intended to be a rigid list of procedural requirements, but instead to provide guidelines for disclosure review. If warranted, based on experience during financings or because of additional SEC pronouncements or other reasons, the District should consider revisions to the Policy.

- The process of updating the District Section from transaction to transaction should not be viewed as being limited to updating tables and numerical information. While it
is not anticipated that there will be major changes in the form and content of the District Section at the time of each update, everyone involved in the process should consider the need for revisions in the form, content and tone of the sections for which they are responsible at the time of each update.

- The District must make sure that the staff involved in the disclosure process is of sufficient seniority such that it is reasonable to believe that, collectively, they are in possession of material information relating to the District, its operations and its finances.

**TRAINING**

The Policy shall be provided to all members of senior staff and any other member of the District staff that is involved in the District’s disclosure obligations.

Periodic training for the staff involved in the preparation of the Official Statement (including the District Section) is coordinated by the finance team and the Chief Financial Officer. These training sessions are provided to assist staff members involved in identifying relevant disclosure information to be included in the District Section. The training sessions also provide an overview of federal laws relating to disclosure, situations in which disclosure rules apply, the purpose of the Official Statement and the District Section, a description of previous SEC enforcement actions and a discussion of recent developments in the area of local agency disclosure. Attendees at the training sessions are provided the opportunity to ask questions of finance team members, including Bond Counsel concerning disclosure obligations and are encouraged to contact members of the finance team at any time if they have questions.

**ANNUAL CONTINUING DISCLOSURE REQUIREMENTS**

In connection with the issuance or execution and delivery of Obligations, the District has entered into a number of contractual agreements (Continuing Disclosure Certificates) to provide annual reports related to its financial condition (including its audited financial statements) as well as notice of certain events relating to the Obligations specified in the Continuing Disclosure Certificates. The District must comply with the specific requirements of each Continuing Disclosure Certificate. The District’s Continuing Disclosure Certificates generally require that the annual reports be filed within 270 days after the end of the District’s fiscal year, and event notices are generally required to be filed within 10 days of their occurrence.

Specific events which require “material event” notices are set forth in each particular Continuing Disclosure Certificate.

The Chief Financial Officer shall be responsible for preparing and filing the annual reports and material event notices required pursuant to the Continuing Disclosure Certificates. Particular care shall be paid to the timely filing of any changes in credit ratings on Obligations (including changes resulting from changes in the credit ratings of insurers of particular Obligations).
CERTIFICATION AND RECEIPT OF UNDERSTANDING

I certify that I have received a copy of the Mesa Water District Debt Disclosure Policy. I have reviewed and understand its contents and agree to abide by the principals and requirements in the Debt Disclosure Policy.

Signature:

Name: ________________________________
Title: ________________________________
Date: ________________________________
RECOMMENDATION

Recommend that the Board approve New Scenario #2 to advance refund the 2010 Certificates of Participation debt issuance along with financing $13 million of new money for CIP projects, utilizing the negotiated sale structure.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At the December 19, 2016 meeting of the Finance Committee, the Board received a presentation detailing 8 potential options to refinance and/or pay off certain unfunded pension costs and outstanding Certificates of Participation (COPs) obligations. The information below is recapped and based on certain assumptions presented on December 19, 2016:

<table>
<thead>
<tr>
<th>SCENARIOS / OPTIONS</th>
<th>Maximize Total NPV Savings</th>
<th>Near Term (9 yr) Cost Impacts</th>
<th>Rate Increases</th>
<th>600 Days Cash</th>
<th>Debt Free Date</th>
<th>Unfunded Pension (in 2017)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 Current COP and UAL Repayments (No actions)</td>
<td>0</td>
<td>Breakeven</td>
<td>NA</td>
<td>NA</td>
<td>2046</td>
<td>Yes</td>
</tr>
<tr>
<td>1 2010 COPs Refunding Only</td>
<td>387,000</td>
<td>Savings each year</td>
<td>No</td>
<td>Yes</td>
<td>2046</td>
<td>Yes</td>
</tr>
<tr>
<td>2 Refunding + Savings upfront new $ -&gt;UAL</td>
<td>655,000</td>
<td>Breakeven</td>
<td>No</td>
<td>Yes</td>
<td>2046</td>
<td>Yes</td>
</tr>
<tr>
<td>3 Refunding + Amortization shortened (20 yr)</td>
<td>1,004,000</td>
<td>Savings each year</td>
<td>No</td>
<td>Yes</td>
<td>2036</td>
<td>Yes</td>
</tr>
<tr>
<td>4 Refunding + Amortization shortened (15 yr)</td>
<td>2,245,000</td>
<td>-1,148,000</td>
<td>No</td>
<td>No</td>
<td>2031</td>
<td>Yes</td>
</tr>
<tr>
<td>5 Refunding + $8 million new money - same COP final date</td>
<td>4,937,000</td>
<td>-2,903,000</td>
<td>No</td>
<td>No</td>
<td>2025</td>
<td>No</td>
</tr>
<tr>
<td>6 Refunding + $8 million new money - $0 near-term impact</td>
<td>4,790,000</td>
<td>Breakeven</td>
<td>No</td>
<td>Yes</td>
<td>2026</td>
<td>No</td>
</tr>
<tr>
<td>7 Refunding + $7.6 mm Cash payments in FY2026 - 2028</td>
<td>2,294,000</td>
<td>Savings each year</td>
<td>No</td>
<td>No</td>
<td>2028</td>
<td>Yes</td>
</tr>
<tr>
<td>8 Refunding + $8 mm Cash payments in FY2017</td>
<td>5,128,000</td>
<td>-2,123,000</td>
<td>No</td>
<td>No</td>
<td>2025</td>
<td>No</td>
</tr>
</tbody>
</table>

Mesa Water Goals / Scenario Outcomes

At the January 12, 2017 Board meeting, the Board approved Option #6, based on its combination of high savings levels and ability to achieve Mesa Water’s financial goals.

DISCUSSION

Subsequent to the January Board action, Mesa Water received information related to two events that affected the Unfunded Pension Liability:

1. FY 2016 investment earnings were less than anticipated
2. The discount rate, currently set at 7.5%, will gradually be reduced to 7.0% over the next three years
Lower Investment Earnings

CalPERS actual investment results for FY 2016 were lower than the long-run expected return level (0.6% actual versus 7.5% goal). Upon contacting CalPERS regarding the expected impacts to the unfunded pension liability, it was determined that CalPERS was not able to provide fully updated information or projections of the full impacts of this change.

However, CalPERS was able to provide an initial estimate of the next 10 years of projected higher unfunded pension payments, and estimated that the impact to Mesa Water’s unfunded pension related to the 0.6% investment return would be a $2.2 million increase to the Unfunded Pension Liability.

Lower Discount Rate

In late December 2016, CalPERS decided to lower the discount rate which represents the expected long-run investment return from 7.5% to 7.0% over the next three years. The discount rate changes are as follows:

- FY 2018: 7.375%
- FY 2019: 7.250%
- FY 2020: 7.000%

Similar to the discussion above, CalPERS was unable to provide fully updated information or projections of the full impacts of this change. Therefore, Fieldman, Rolapp & Associates subsequently developed preliminary estimates of the full impact of the discount rate changes, estimating a total impact of approximately $2.7 million increase to the Unfunded Pension Liability.

Total Impact

The total impact from the Lower Investment Earnings ($2.2 million) and Lower Discount Rate ($2.7 million) total an approximate $4.9 million increase to Mesa Water’s Unfunded Pension Liability in present value terms.

New Scenarios Related to Total Impact

To maintain consistency with the goals and objectives of the previously selected financial plan, additional New Scenarios were developed to address the estimated increase of $4.9 million in Mesa Water’s Unfunded Pension Liability, as shown visually in the chart below:
The Orange Line represents Option 6 which the Board previously approved at the January 2017 Board meeting. The result of the increase to the Unfunded Pension Liability estimates discussed above now represents the Blue Line. This Blue Line shows the increased annual pension obligations that both significantly increase the slope of the annual pension payments in the near-term prior to 2027 and add long-term pension obligations subsequently.

Therefore, three New Scenarios are presented to pay off this increased $4.9 million in Unfunded Pension Liability from District cash. Each new scenario accomplishes the following:

- Substantially increases total net present value savings under this debt borrowing to approximately $8.0 million
- Achieves the same financial goals as previously approved in January 2017 (Orange Line)
- Increases CIP borrowing from $8 million to $13 million

New Scenario #1, represented by the Green Line, closely mirrors the increased pension obligations with unfunded pension impacts with a steeper slope, resulting in a final payment of $1.8 million in FY 2027. However, this results in higher near-term costs and pushes the “debt free” date from 2026 to 2027.

New Scenario #2, represented by the Black Line, was developed to follow more closely to the near-term cost line of the Orange Line, resulting in a final payment of $3.5 million in FY 2027. As a trade-off to lower near-term cost, New Scenario #2 results in a higher overall cost than New Scenario #1 in FY 2027 of $1.6 million in FY 2027. Also, this scenario also moves the “debt free” date from 2026 to 2027.

New Scenario #3, represented by the Red Line, was developed to maintain a “debt free” date of 2026, a year sooner than the other two New Scenarios. This is accomplished through significantly
higher debt service in FY 2018-2022 as compared to the other New Scenarios. As a result of the higher near-term payments, the Board’s goal of maintaining 600 Days Cash cannot be ensured under this scenario. However, the more rapid debt repayment in Scenario #3 offers the highest net present value benefit of the New Scenarios.

As detailed in the information below, New Scenario #2 offers a substantially similar net present value savings proposition compared to the other options. Therefore, New Scenario #2 is the recommended option as New Scenario #2 offers a substantially similar net economic benefit, while putting less near-term pressure on rates and the Board’s financial goals related to 600 Days Cash.

*NPV Savings are calculated based on net changes in Mesa Water COP and Pension payments, including new preliminary unfunded pension payments update, discounted to present at 3%.

---

### SCENARIOS / OPTIONS

<table>
<thead>
<tr>
<th>SCENARIOS / OPTIONS</th>
<th>Maximize Total NPV Savings</th>
<th>Maintain 600 Days Cash</th>
<th>Debt Free Date</th>
<th>Unfunded Pension (in 2017)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior Plan - $8 million new money (Option 6)</td>
<td>5,069,020</td>
<td>No</td>
<td>2046</td>
<td>Yes</td>
</tr>
<tr>
<td>New Scenario 1: $13 million new money - Escalating</td>
<td>7,997,081</td>
<td>Yes</td>
<td>2027</td>
<td>No</td>
</tr>
<tr>
<td>New Scenario 2: $13 million new money - Less Escalation</td>
<td>7,976,460</td>
<td>Yes</td>
<td>2027</td>
<td>No</td>
</tr>
<tr>
<td>New Scenario 3: $13 million new money - 2026 Debt Free</td>
<td>8,062,308</td>
<td>No</td>
<td>2026</td>
<td>No</td>
</tr>
</tbody>
</table>

---

**Impact on Board’s Financial Goals - Cash on Hand, Days Cash Ratio, Debt Coverage Ratio**

The impact on the Board's financial goals was analyzed by creating a cash flow model as of the end of FY 2018, assuming an additional 5% rate increase on January 1, 2018. Due to the previously discussed negative financial impacts on the District's finances, including increased conservation, which results in lower water sales, increased replenishment assessment costs imposed by the Orange County Water District, continued capital spending, and significantly decreased incoming capacity charge fees, the cash flow model shows that the Board’s financial goals will not temporarily be met as of June 30, 2018. However, it is expected that Mesa Water will maintain a AAA credit rating.

Additionally, New Scenario #3 also puts incremental downward pressure on Mesa Water's key financial ratios. Each new scenario accomplishes the following projected metrics for FY 2018:

---

### Comparison of Financial Metrics for FY 2018

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Total Cash</th>
<th>Days Cash Ratio</th>
<th>Debt Coverage Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Scenario 1</td>
<td>$30,668,216</td>
<td>430</td>
<td>4.55x</td>
</tr>
<tr>
<td>New Scenario 2</td>
<td>$30,666,362</td>
<td>430</td>
<td>4.55x</td>
</tr>
<tr>
<td>New Scenario 3</td>
<td>$30,067,552</td>
<td>421</td>
<td>3.46x</td>
</tr>
</tbody>
</table>
Sensitivity Analysis - Future CalPERS Discount Rate Changes

A sensitivity analysis was performed to assess the impact of potential additional discount rate changes by CalPERS showing hypothetical further reductions in the CalPERS discount rate:

<table>
<thead>
<tr>
<th>Rate Lowered to</th>
<th>UAL Impact*</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.0%</td>
<td>$2,700,000</td>
</tr>
<tr>
<td>6.0%</td>
<td>$8,100,000</td>
</tr>
<tr>
<td>5.0%</td>
<td>$15,000,000</td>
</tr>
<tr>
<td>4.0%</td>
<td>$23,400,000</td>
</tr>
</tbody>
</table>

*UAL impacts rounded to nearest $100,000. Estimates are as per financial model for illustrative sensitivity analysis purposes. Model includes hypothetical expected future pension benefit payments, and does not include any CalPERs actuarial assumptions or expected benefit schedules. Assumed in 2017 dollars and existing approximately $8 million UAL as baseline comparison point.

Recommendation

New Scenario #2 is recommended to achieve the Board’s financial goals consistent with the previously Board approved financial option. New Scenario #2 has the same conceptual basis as the previously approved option and includes advance refunding the 2010 Certificates of Participation and financing $13 million of new money for CIP projects (an increase of $5 million from previous Board approval). No financing proceeds will be applied to pay the Unfunded Pension Liability. The recommended scenario will allow Mesa Water to meet its financial goals, including significant net present value savings from existing COPs and unfunded pension obligations, while achieving 600 days cash and having no unfunded pension liability.

FINANCIAL IMPACT

Refunding the 2010 COPs along with financing $13 million of new money CIP borrowing in Scenario #2 is expected to realize approximately $8 million of total net present value savings based on current market conditions as of February 27, 2017 and a 3% discount rate.

ATTACHMENTS

Attachment A: CalPERS Press Release to Lower Discount Rate
CalPERS to Lower Discount Rate to Seven Percent Over the Next Three Years

December 21, 2016

Communications & Stakeholder Relations
(916) 795-3991
Brad W. Pacheco, Deputy Executive Officer
Wayne Davis, Chief, Office of Public Affairs
Contact: Megan White, Information Officer
newsroom@calpers.ca.gov

SACRAMENTO, CA – The California Public Employees’ Retirement System (CalPERS) Board of Administration today voted to lower the discount rate from 7.5 percent to 7.0 percent over the next three years. This incremental lowering of the discount rate will give employers more time to prepare for the changes in contribution costs.

"This was a very difficult decision to make, but it is an important step to ensure the long-term sustainability of the Fund," said Rob Feckner, president of the CalPERS Board of Administration. "We know this will have an impact on the state, schools, and public agencies that partner with us, and we're committed to making sure the changes are implemented in a phased approach so our employers and affected members have time to plan their budgets responsibly."

The discount rate changes approved by the Board for the next three Fiscal Years (FY) are as follows:

- FY 2017-2018: 7.375%
- FY 2018-2019: 7.25%
- FY 2019-2020: 7.00%

In addition, the Board approved separate timelines for implementing the new rate for state, school, and public agencies. The new discount rate for the state would go into effect July 1, 2017. The new discount rate for the school districts and public agencies would take effect July 1, 2018. The difference allows schools and public agencies additional time to plan for rate increases.
Lowering the discount rate, also known as the assumed rate of return, means employers that contract with CalPERS to administer their pension plans will see increases in their normal costs and unfunded actuarial liabilities. Active members hired after January 1, 2013, under the Public Employees' Pension Reform Act will also see their contribution rates rise. Normal cost is the cost of pension benefits for one year.

"Employers have made commitments to their public servants to pay pensions and CalPERS is committed to fulfilling those commitments for generations to come," said Marcie Frost, CalPERS chief executive officer. "Today's action was a necessary step to ensure this happens."

The three-year reduction of the discount rate will result in average employer rate increases of about 1 percent to 3 percent of normal cost as a percent of payroll for most miscellaneous retirement plans, and a 2 percent to 5 percent increase for most safety plans.

Additionally, many CalPERS employers will see a 30 to 40 percent increase in their current unfunded accrued liability payments. These payments are made to amortize unfunded liabilities over 20 years to bring the Fund to a fully funded status over the long-term.

Beginning in 2017, the Board will start reviewing the Fund's asset allocation mix during the next Asset Liability Management process. The process, which includes a review of the discount rate, will conclude in February 2018.

Today's decision was made after an extensive review by the Board on the current funding status of the Fund, projected investment return rates over the next decade, an overview of CalPERS assets and liabilities, and discussions with stakeholders.

Over the past several years, the CalPERS Board of Administration has taken several important steps to reduce risks to the Fund and ensure long-term stability:

- 2013: Changing amortization and smoothing policies that spread rate increases or decreases over a five-year period
- 2014: Adopting new demographic assumptions that show retirees are living longer
- 2015: Approving a new funding risk mitigation policy to incrementally lower the discount rate during good economic times

In making its decision, the Board reviewed recommendations from CalPERS staff, external pension and investment consultants, and input from employer and employee stakeholder groups.

For more than eight decades, CalPERS has built retirement and health security for state, school, and public agency members who invest their lifework in public service. Our pension fund serves more than 1.8 million members in the CalPERS retirement system and administers benefits for
1.4 million members and their families in our health program, making us the largest defined-benefit public pension in the U.S. CalPERS’ total fund market value currently stands at approximately $303 billion.
MESA CONSOLIDATED WATER DISTRICT
IMPROVEMENT CORPORATION
ANNUAL MEETING
1965 Placentia Avenue, Costa Mesa, CA 92627
Thursday, March 9, 2017 at 6:00 p.m.

AGENDA

CALL TO ORDER – 6:00 p.m. or as soon thereafter as the Mesa Water District agenda permits.

PUBLIC COMMENTS

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

CONFIRM DIRECTORS OF CORPORATION:

ACTION ITEMS:

A. APPROVE MINUTES FOR MEETING OF MARCH 10, 2016:

B. ELECTION OF OFFICERS:

Recommendation:
1. Elect President.
2. Elect Vice President.
3. Elect Coleen L. Monteleone as Secretary.
4. Elect Denise Garcia as Assistant Secretary.
5. Elect Coleen L. Monteleone as Treasurer.
6. Elect Paul E. Shoenberger, P.E. as Assistant Treasurer.

C. OLD BUSINESS:

No items.

D. NEW BUSINESS:

Recommendation: Direct officers to have annual audit for FY 2017 conducted.

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
CALL TO ORDER

The meeting of the Board of Directors was called to order on March 10, 2016 at 7:25 p.m. by MCWDIC President Bockmiller at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, CA 92627.

Directors Present

Fred R. Bockmiller, MCWDIC President
Ethan Temianka, MCWDIC Vice President
Jim Atkinson, MCWDIC Director
Shawn Dewane, MCWDIC Director
James R. Fisler, MCWDIC Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Coleen L. Monteleone, Assistant General Manager/District Secretary
Phil Lauri, Assistant General Manager
Andrew Hamilton, Chief Financial Officer
Stacy Taylor, Public & Government Affairs Manager
Stacie Sheek, Customer Services Manager
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary
Jeff Hoskinson, Attorney, Bowie, Arneson, Wiles & Giannone

Others Present

Joan C. Finnegan, Director, Municipal Water District of Orange County
Andy Sells, CEO, ACWA/JPIA
Peter Kuchinsky II, Lead Risk Management Consultant, ACWA/JPIA
Renee Fraser, President/CEO/Founder, Fraser Communications
Ilene Prince, Senior Vice President and Director of Client Services, Fraser Communications

PUBLIC COMMENTS

MCWDIC President Bockmiller asked for public comments. There were no public comments.

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

General Manager Shoenberger noted there were no items to be added, withdrawn, or reordered.
CONFIRM DIRECTORS OF THE CORPORATION:

MOTION

Motion by Director Atkinson, second by MCWDIC Vice President Temianka, to confirm that the members of the Board of the Corporation consist of the Board members of Mesa Water® District. Motion passed 5-0.

ACTION ITEMS:

A. APPROVE MINUTES FOR MEETING OF MARCH 12, 2015:

MCWDIC President Bockmiller asked for public comments. There were no public comments.

MOTION

Motion by Director Dewane, second by MCWDIC Vice President Temianka, to approve the minutes for the Mesa Consolidated Water District Improvement Corporation Annual Meeting of March 12, 2015. Motion passed 5-0.

B. ELECTION OF OFFICERS:

Assistant General Manager Monteleone explained the current process followed to elect officers of the Corporation.

MOTION

Motion by Director Dewane, second by MCWDIC Vice President Temianka, to re-appoint Director Bockmiller as MCWDIC President and Director Temianka as MCWDIC Vice President. Motion passed 5-0.

MOTION

Motion by Director Dewane, second by Director Atkinson, to appoint:

- Coleen L. Monteleone as Secretary,
- Denise Garcia as Assistant Secretary,
- Andrew Hamilton as Treasurer,
- and Paul E. Shoenberger, P.E. as Assistant Treasurer.

Motion passed 5-0.

C. OLD BUSINESS:

None.
D. NEW BUSINESS:

1. Annual Audit

    MCWDIC President Bockmiller asked for public comments. There were no public comments.

MOTION

    Motion by Director Dewane, second by MCWDIC Vice President Temianka, to direct the officers to have an annual audit for FY 2016 conducted. Motion passed 5-0.

The meeting was adjourned at 7:30 p.m.

Approved:

______________________________
Fred R. Bockmiller, MCWDIC President

______________________________
Coleen L. Monteleone, MCWDIC Secretary

Recording Secretary: Sharon D. Brimer
### Current Directors:
- Jim Atkinson
- Fred R. Bockmiller
- Shawn Dewane
- James R. Fisler
- Ethan Temianka

### Proposed New Directors:
- None

### Current Officers:
- **President:** Director Bockmiller
- **Vice President:** Director Temianka
- **Secretary:** Coleen L. Monteleone
- **Assistant Secretary:** Denise Garcia
- **Treasurer:** Andrew Hamilton
- **Assistant Treasurer:** Paul E. Shoenberger, P.E.

### Proposed Officers:
- **President:** Open
- **Vice President:** Open
- **Secretary:** Coleen L. Monteleone
- **Assistant Secretary:** Denise Garcia
- **Treasurer:** Coleen L. Monteleone
- **Assistant Treasurer:** Paul E. Shoenberger, P.E.
ACTION ITEMS:

13. CLOSED SESSION:

CONFERENCE WITH REAL PROPERTY NEGOTIATOR:
Pursuant to Government Code Section 54956.8:
Property: 1310 South Coast Drive, Costa Mesa (APN: 140-041-49)
District Negotiator: General Manager
Negotiating Parties: AAA Automobile Club of Southern California
Under Negotiation: Price and/or terms concerning property rights

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to California Government Code Sections 54956.9 (d) (1) and 54954.5 (c)
Case: MESA WATER DISTRICT, vs. KDC, INC., dba KDC SYSTEMS, INC., dba
DYNALECTRIC - Orange County Superior Court Case No. 30-2016-00832860-CU-BC-CJC

CONFERENCE WITH LEGAL COUNSEL – SIGNIFICANT EXPOSURE TO
LITIGATION/ADJUDICATORY PROCEEDINGS:
Pursuant to California Government Code Sections 54956.9 (d) (2) and 54954.5 (c) -
based on existing facts and circumstances, the Board is meeting with General Legal
Counsel to review matters relating to legal proceedings presented to the California
Fair Political Practices Commission involving Mesa Water District.
Number of Matters: 1

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Significant exposure to litigation pursuant to California Government Code Section 54956.9
(d) (2).
Number of Matters: 1
REPORTS:

14. REPORT OF THE GENERAL MANAGER:
   • February Key Indicators Report
   • Other (no enclosure)
Goal #1: Provide a safe, abundant, and reliable water supply

FY 2017 Potable Production (Acre Feet)

<table>
<thead>
<tr>
<th>Water Supply Source</th>
<th>FY 2017 YTD Actual (AF)</th>
<th>FY 2017 YTD Budget (AF)</th>
<th>FY 2017 Annual Budget (AF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clear Water</td>
<td>6,178</td>
<td>8,212</td>
<td>12,690</td>
</tr>
<tr>
<td>Amber Water (MWRF)</td>
<td>4,454</td>
<td>2,647</td>
<td>4,241</td>
</tr>
<tr>
<td>Import</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>CPTP</td>
<td>91</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Production</td>
<td>10,724</td>
<td>10,859</td>
<td>16,931</td>
</tr>
</tbody>
</table>

YTD actual water production (AF) through February 28, 2017
Goal #1: Provide a safe, abundant, and reliable water supply

FY17 System Water Quality – This data reflects samples taken in January

<table>
<thead>
<tr>
<th>Distribution System:</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual (mg/L) Compliance</td>
<td>1.56</td>
<td>Current RAA = 1.76</td>
<td>4 RAA</td>
</tr>
<tr>
<td>Coliform Positive % Compliance</td>
<td>0.8</td>
<td>ND - 1</td>
<td>5</td>
</tr>
<tr>
<td>Temperature (°F)</td>
<td>68.8</td>
<td>60 – 76</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reservoir I &amp; II:</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual (mg/L)</td>
<td>0.71</td>
<td>0.14 – 1.16</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine (mg/L)</td>
<td>0.73</td>
<td>0.01 – 116</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia (mg/L)</td>
<td>0.19</td>
<td>0.03 - 0.31</td>
<td>None</td>
</tr>
<tr>
<td>Temperature (°F)</td>
<td>71.0</td>
<td>65 – 77</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Wells (Treated):</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual (mg/L)</td>
<td>2.32</td>
<td>1.85 - 2.69</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine (mg/L)</td>
<td>2.23</td>
<td>1.29 - 2.75</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia (mg/L)</td>
<td>0.49</td>
<td>.25 - 0.68</td>
<td>None</td>
</tr>
<tr>
<td>Temperature (°F)</td>
<td>71.5</td>
<td>67 - 75</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MWRF:</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual (mg/L)</td>
<td>2.45</td>
<td>2.13 – 2.62</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine (mg/L)</td>
<td>2.43</td>
<td>1.9 – 2.57</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia (mg/L)</td>
<td>0.57</td>
<td>0.45 – 0.70</td>
<td>None</td>
</tr>
<tr>
<td>Temperature (°F)</td>
<td>76.6</td>
<td>73 – 82</td>
<td>None</td>
</tr>
<tr>
<td>Color (CU) Compliance</td>
<td>ND</td>
<td>ND</td>
<td>15</td>
</tr>
<tr>
<td>Odor (TON) Compliance</td>
<td>2</td>
<td>2 – 2</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Water Quality Calls/Investigations:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Calls</td>
<td>4</td>
</tr>
<tr>
<td>Total Investigations (from calls)</td>
<td>2</td>
</tr>
</tbody>
</table>
Goal #2: Practice perpetual infrastructure renewal and improvement

<table>
<thead>
<tr>
<th>Actual</th>
<th>Budget</th>
<th>Difference</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>$15,731,833</td>
<td>$15,930,971</td>
<td>$(199,138)</td>
<td>1.25%</td>
</tr>
</tbody>
</table>
Goal #3: Be financially responsible and transparent

**Actual vs. Budget Capital Spending**

(current month actual figures are estimated)
Goal #4: Increase public awareness about Mesa Water® and about water

Web Site Information

<table>
<thead>
<tr>
<th>Web Site Information</th>
<th>January 2017</th>
<th>February 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visits to the web site</td>
<td>5,273</td>
<td>5,162</td>
</tr>
<tr>
<td>Unique visitors (First time to the site)</td>
<td>2,882</td>
<td>2,834</td>
</tr>
<tr>
<td>Average per day</td>
<td>170</td>
<td>184</td>
</tr>
<tr>
<td>Average visit length</td>
<td>2 minutes, 39 seconds</td>
<td>2 minutes, 48 seconds</td>
</tr>
<tr>
<td>Page visited most</td>
<td>Home</td>
<td>Home</td>
</tr>
<tr>
<td>Second most visited page</td>
<td>Online Bill Pay</td>
<td>Online Bill Pay</td>
</tr>
<tr>
<td>Third most visited page</td>
<td>Human Resources</td>
<td>Human Resources</td>
</tr>
<tr>
<td>Fourth most visited page</td>
<td>Payment Options</td>
<td>Organization Chart</td>
</tr>
<tr>
<td>Fifth most visited page</td>
<td>Organization Chart</td>
<td>Payment Options</td>
</tr>
<tr>
<td>Most downloaded file</td>
<td>Board Packets</td>
<td>Board Agenda</td>
</tr>
<tr>
<td>Second most downloaded file</td>
<td>2016 Water Quality Report</td>
<td>Board Minutes</td>
</tr>
<tr>
<td>Most active day of the week</td>
<td>Tuesday</td>
<td>Wednesday</td>
</tr>
<tr>
<td>Least active day of the week</td>
<td>Saturday</td>
<td>Sunday</td>
</tr>
</tbody>
</table>

Total visits since June 1, 2002 1,161,816

Water Vending Machine Information

<table>
<thead>
<tr>
<th>Vending Machine Location</th>
<th>Vend Measurement</th>
<th>February 2017 Vends</th>
<th>Totals Vends</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mesa Water Office</td>
<td>1 gal</td>
<td>2,750</td>
<td>240,381</td>
</tr>
</tbody>
</table>
### Monthly Key Indicators Report
For the Month of February 2017

#### Goal #5: Attract and retain skilled employees

<table>
<thead>
<tr>
<th>DEPARTMENT:</th>
<th>FY 2017</th>
<th>COMMENTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OFFICE OF THE GENERAL MANAGER:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Processes</td>
<td>1.00</td>
<td>1.00 0.00</td>
</tr>
<tr>
<td></td>
<td>1.00</td>
<td>1.00 0.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>2.00</td>
<td>2.00 0.00</td>
</tr>
<tr>
<td><strong>ADMINISTRATIVE SERVICES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Services</td>
<td>4.75</td>
<td>4.75 0.00</td>
</tr>
<tr>
<td>Human Resources</td>
<td>2.75</td>
<td>1.75 1.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>7.50</td>
<td>6.50 1.00</td>
</tr>
<tr>
<td>St. Human Resources Analyst - vacant</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CUSTOMER SERVICES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conservation</td>
<td>1.00</td>
<td>1.00 0.00</td>
</tr>
<tr>
<td>Customer Service</td>
<td>8.00</td>
<td>8.00 0.00</td>
</tr>
<tr>
<td>Information Technology</td>
<td>2.00</td>
<td>1.00 1.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>11.00</td>
<td>10.00 1.00</td>
</tr>
<tr>
<td>Information Technology Coordinator - vacant/using temporary assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>ENGINEERING:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>5.00</td>
<td>5.00 0.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>5.00</td>
<td>5.00 0.00</td>
</tr>
<tr>
<td><strong>EXTERNAL AFFAIRS:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Legislative &amp; Governmental Affairs</td>
<td>1.50</td>
<td>1.00 0.50</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>1.50</td>
<td>1.00 0.50</td>
</tr>
<tr>
<td>Department Assistant - new position</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FINANCIAL SERVICES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Reporting/ Purchasing</td>
<td>4.00</td>
<td>3.00 1.00</td>
</tr>
<tr>
<td>Accounting</td>
<td>3.00</td>
<td>1.00 2.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>7.00</td>
<td>4.00 3.00</td>
</tr>
<tr>
<td>Controller - vacant using temporary assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Financial Analyst - vacant using temporary assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior Accounting Technician - vacant using temporary assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PUBLIC AFFAIRS:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outreach, Education &amp; Communications</td>
<td>2.50</td>
<td>1.00 1.50</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>2.50</td>
<td>1.00 1.50</td>
</tr>
<tr>
<td>Public Affairs Manager - vacant using temporary assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department Assistant - new position</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>WATER OPERATIONS:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supervision/Support</td>
<td>6.00</td>
<td>5.00 1.00</td>
</tr>
<tr>
<td>Distribution</td>
<td>10.00</td>
<td>10.00 0.00</td>
</tr>
<tr>
<td>Production</td>
<td>3.00</td>
<td>3.00 0.00</td>
</tr>
<tr>
<td>Water Quality</td>
<td>2.00</td>
<td>2.00 0.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>21.00</td>
<td>20.00 1.00</td>
</tr>
<tr>
<td>Facility Maintenance Worker - vacant using temporary assistance</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL BUDGETED POSITIONS:</strong></td>
<td>57.50</td>
<td>49.50 8.00</td>
</tr>
<tr>
<td><strong>INTERNS: (0.5 FTE = 1 Intern)</strong></td>
<td>1.50</td>
<td>1.00 0.50</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>1.50</td>
<td>1.00 0.50</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td>59.00</td>
<td>50.50 8.50</td>
</tr>
</tbody>
</table>
## Goal #6: Provide outstanding customer service

### Customer Calls

<table>
<thead>
<tr>
<th>Call Type</th>
<th>FY17 YTD</th>
<th>February 2017</th>
<th>YTD Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Billing Question</td>
<td>1586</td>
<td>184</td>
<td>47</td>
</tr>
<tr>
<td>Service Requests</td>
<td>1459</td>
<td>271</td>
<td>43</td>
</tr>
<tr>
<td>High Bill</td>
<td>552</td>
<td>42</td>
<td>16</td>
</tr>
<tr>
<td>Payments</td>
<td>1642</td>
<td>300</td>
<td>48</td>
</tr>
<tr>
<td>Late Fee</td>
<td>933</td>
<td>57</td>
<td>27</td>
</tr>
<tr>
<td>Account Maintenance</td>
<td>300</td>
<td>33</td>
<td>9</td>
</tr>
<tr>
<td>On-Line Bill Pay</td>
<td>923</td>
<td>60</td>
<td>27</td>
</tr>
<tr>
<td>Water Pressure</td>
<td>35</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>No Water</td>
<td>170</td>
<td>14</td>
<td>5</td>
</tr>
<tr>
<td>Conservation</td>
<td>396</td>
<td>23</td>
<td>12</td>
</tr>
<tr>
<td>Water Waste</td>
<td>57</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Other (District info. other utility info. etc.)</td>
<td>2776</td>
<td>141</td>
<td>82</td>
</tr>
<tr>
<td>Rate Increase</td>
<td>19</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>Fluoridation</td>
<td>19</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL CUSTOMER CALLS</strong></td>
<td>10867</td>
<td>1142</td>
<td>320</td>
</tr>
<tr>
<td><strong>AVERAGE ANSWER TIME (Seconds)</strong></td>
<td>8</td>
<td>8</td>
<td>8</td>
</tr>
</tbody>
</table>

### Online Bill Pay Customers

<table>
<thead>
<tr>
<th>Current Customers Enrolled</th>
<th>FY 2017 YTD</th>
<th>February 2017</th>
<th>YTD Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>11543</td>
<td>1486</td>
<td>137</td>
<td>44</td>
</tr>
</tbody>
</table>
REPORTS:

15. 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.

<table>
<thead>
<tr>
<th>James F. Atkinson</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fred R. Bockmiller, Jr., P.E.</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>02/21/17</td>
<td>ACWA Energy Committee Meeting, 2/16-2/17</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Shawn Dewane</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>02/09/17</td>
<td>Meeting w/OC Supervisor Andrew Do re: Water Issues, 2/2</td>
</tr>
<tr>
<td>02/09/17</td>
<td>Meeting w/OC Supervisor Shawn Nelson re: Water Issues, 2/3</td>
</tr>
<tr>
<td>02/09/17</td>
<td>Meeting John Davis re: Water Issues, 2/3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>James Fisler</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ethan Temianka</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reimbursement Date:</td>
<td>Description, Date</td>
</tr>
<tr>
<td>02/27/17</td>
<td>Urban Water Institute Conference, 2/8-2/10</td>
</tr>
</tbody>
</table>
There are no support materials for this item.