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Water Needs

**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Monday, March 26, 2018
1965 Placentia Avenue, Costa Mesa, CA 92627
9:00 a.m. Adjourned Regular Board Meeting**

CALL TO ORDER

The meeting of the Board of Directors was called to order on March 26, 2018 at 9:04 a.m. by President Atkinson at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Director Fisler led the Pledge of Allegiance.

Directors Present

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

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager
Phil Lauri, P.E., Assistant General Manager
Denise Garcia, Administrative Services Manager/
District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer/
District Treasurer
Stacie Sheek, Customer Services Manager
Stacy Taylor, External Affairs Manager
Syndie Ly, Human Resources Manager
Tracy Manning, Water Operations Manager
Kurt Lind, Business Administrator
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Joan Gladstone, President/CEO, Gladstone International, Inc.
Mark J. Austin, Partner, Rutan & Tucker, LLP *(via teleconference)*

PUBLIC COMMENTS

There was no public present.

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

General Manager Shoenberger offered there were no items to be added, removed, or reordered on the agenda.

ACTION ITEMS:

1. STRATEGIC PLAN:

GM Shoenberger introduced the topic by offering that, each year, the Mesa Water Board provides staff with direction regarding Mesa Water's goals, objectives, and outcomes for the coming year. Based on this direction, priorities are established, resources are allocated, and staff works to accomplish the goals and objectives, as directed.

The Strategic Goals were reviewed by the Board and staff; GM Shoenberger responded to questions. The Board suggested minor changes.

MOTION

Motion by Director Dewane, second by Vice President Bockmiller, to approve the 2018 Strategic Plan Goals.

Discussion ensued amongst the Board.

MOTION

Motion by Director DePasquale, second by Director Dewane, to direct staff to agendize the Strategic Plan, with modifications, at a future Board meeting. Motion passed 5-0.

RECESS

President Atkinson declared a recess at 9:55 a.m.

The Board meeting reconvened at 10:00 a.m.

2. POLICY POSITIONS:

General Manager Shoenberger provided an overview of Mesa Water's Policy Positions, noting the proposed changes.

MOTION

Motion by Vice President Bockmiller, second by Director Dewane, to approve the updated Policy Positions for Mesa Water District. Motion passed 5-0.

3. LEGISLATIVE UPDATE:

External Affairs Manager Taylor provided an overview on active State bills of high priority to Mesa Water District and responded to questions from the Board.

MOTION

Motion by Director Dewane, second by Director DePasquale, to approve Mesa Water's positions on active State bills of high priority.

MOTION

Motion by President Atkinson, second by Director DePasquale, to adopt Resolution No. 1510 - Opposing a Tax on Drinking Water, with modifications. Motion passed 5-0, by the following roll call vote:

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

4. ANNUAL PERFORMANCE MEASURE AND AUDITS:

GM Shoenberger introduced Business Administrator Lind who provided a brief overview and proceeded with a presentation which highlighted the following:

- The Vision of Mesa Water
- Business Management Process
- Department Goals
- Key Performance Indicators
- Performance Audit
- Benefits

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

MOTION

Motion by Director Dewane, second by Director Fisler, to direct staff to develop District-wide key performance indicators and performance audits. Motion passed 5-0.

5. FINANCIAL GOALS AND RESERVES:

Chief Financial Officer Khalifa provided an update on Mesa Water's financial goals and reserves.

Discussion ensued amongst the Board.

No action was taken.

6. ORANGE COUNTY LOCAL AGENCY FORMATION COMMISSION MUNICIPAL SERVICE REVIEWS:

GM Shoenberger provided an overview of the topic.

Discussion ensued amongst the Board.

No action was taken.

7. ORDINANCE NO. 28 – DIRECTORS’ COMPENSATION AND EXPENSE REIMBURSEMENT:

MOTION

Motion by Director Dewane, second by Vice President Bockmiller, to defer action on Ordinance No. 28 - Directors’ Compensation and Expense Reimbursement. Motion passed 5-0.

8. STAFFING PLAN:

GM Shoenberger presented the proposed staffing plan for Fiscal Year 2019 and responded to questions from the Board.

MOTION

Motion by Director Dewane, second by Director DePasquale, to approve the staffing plan for Fiscal Year 2019.

RECESS

President Atkinson declared a recess at 11:20 a.m.

The Board meeting reconvened at 11:36 a.m.

The agenda was reordered to take Items 10 – 13 prior to Item 9. There were no objections.

Item 10 - COMMUNICATIONS EQUIPMENT AND SERVICE POLICY:

Discussion ensued amongst the Board and Legal Counsel stated into the record:

Mesa Water’s Custodian of Records is the District Secretary and that is the person who maintains the permanent records of the District. The Board members, as individuals, are not District custodians of records and there is no legal obligation for them to hold or maintain Mesa Water records. Likewise, a Board member who does come into possession of communications concerning District business is not obligated to keep these for any particular length of time. If they do keep them, then they may be subject to a Public Records Act request *if* they are public records.

REPORTS:

Item 11 - REPORT OF THE GENERAL MANAGER:

Item 12 - DIRECTORS’ REPORTS AND COMMENTS:

INFORMATION ITEMS:

Item 13 - OTHER (NO ENCLOSURE)

RECESS

President Atkinson declared a recess at 12:18 p.m.

The Board meeting reconvened at 12:45 p.m.

ACTION ITEMS:

9. COMMUNICATIONS TRAINING:

GM Shoenberger presented an award to Joan Gladstone for her 30-plus-year career in crisis communications consulting.

Joan Gladstone, President and CEO of Gladstone International, Inc., led the Board of Directors in a discussion about communications techniques for effective media interviews, public speaking, presentations, speakers' bureau activities, and meetings with Mesa Water constituents.

No action was taken.

10. COMMUNICATIONS EQUIPMENT AND SERVICE POLICY:

Item taken earlier on the agenda.

REPORTS:

11. REPORT OF THE GENERAL MANAGER:

Item taken earlier on the agenda.

12. DIRECTORS' REPORTS AND COMMENTS:

Item taken earlier on the agenda.

INFORMATION ITEMS:

13. OTHER (NO ENCLOSURE)

Item taken earlier on the agenda.

President Atkinson adjourned the meeting at 2:24 p.m. to a Regular Board Meeting scheduled for Thursday, April 12, 2018 at 6:00 p.m.

Approved:



Jim Atkinson, President



Denise Garcia, District Secretary