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ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA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 July 9, 2015.
2. Approve minutes of special Board meeting of July 20, 2015.
3. Approve minutes of special Board meeting of July 21, 2015.
5. Approve attendance considerations (additions, changes, deletions).
6. Board Schedule:
   • Conferences, Seminars, and Meetings
   • Board Calendar
   • Upcoming Community Outreach Events
8. Award a contract to Jamison Engineering in the amount of $412,923 with a 10% contingency for a not to exceed amount of $454,215 to perform the OC-44 Pipeline Turnouts Meter Replacement Project (TO-2, TO-4, TO-5) and Santa Ana Vault.

PRESENTATION AND DISCUSSION ITEMS:

9. PUBLIC OPINION SURVEY – DESALINATION FUNDING:

   Recommendation: Receive the presentation for information only. No action is required at this time.
10. WATER CONSERVATION PROGRAM UPDATE:

Recommendation: This is for information only.

11. BOARD WORKSHOP PLANNING:

Recommendation: Discuss topics and schedule the Board workshop for Friday, October 9, 2015.

**ACTION ITEMS:**

12. RESOLUTION NO. 1463 – ESTABLISHING RULES AND REGULATIONS FOR DISPOSAL OF SURPLUS PROPERTY:

Recommendation: Approve Option 1 establishing approval authority amounts in revising Mesa Water District’s Surplus Property Policy.

13. RESOLUTION NO. 1464 – ASSOCIATION OF CALIFORNIA WATER AGENCIES ELECTION:

Recommendation: Adopt Resolution No. 1464 – Endorsing the nomination of Cucamonga Valley Water District Director Kathleen Tiegs to the Association of California Water Agencies office of Board President for the 2016-2017 term.

14. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to Government Codes Sections 54956.9 (d) (1) and 54954.5 (c)
Case: Synetcom Digital, Inc. vs. Mesa Water District, KDC, Inc., etc., et al

RETURN TO OPEN SESSION.

**REPORTS:**

15. REPORT OF THE GENERAL MANAGER
   • July Key Indicators Report
   • Other (no enclosure)

16. DIRECTORS’ REPORTS AND COMMENTS
INFORMATION ITEMS:

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

18. 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.

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 A REGULAR BOARD MEETING SCHEDULED FOR THURSDAY, SEPTEMBER 10, 2015 AT 6:00 P.M.
CALL TO ORDER

The meeting of the Board of Directors was called to order on July 9, 2015 at 6:06 p.m. by President Dewane at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, CA.

PLEDGE OF ALLEGIANCE

Director Atkinson led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Ethan Temianka, Vice President
James F. Atkinson, Director
Fred R. Bockmiller, Director (arrived at 6:35 p.m.)
James R. Fisler, Director

Directors Absent

None

Staff Present

Paul E. Shoenberger, P.E., General Manager (arrived at 6:40 p.m.)
Coleen L. Monteleone, Assistant General Manager/ District Secretary
Phil Lauri, Assistant General Manager
Andrew Hamilton, Chief Financial Officer
Jamar Ogan, Customer Service Rep. II
Rob Anslow, Attorney, Bowie, Arneson, Wiles & Giannone

Others Present

John Kennedy, Executive Director, Orange County Water District (OCWD)
Mark Abrams, Mesa Water® Customer
John Earl, Surf City Voice
Dave Hamilton, Mesa Water® Customer
Steve Shields, Wildwater Express Carwash, Costa Mesa

PUBLIC COMMENTS

Mesa Water® Customer Mark Abrams commented on the presentation on desalination given at the June 27, 2015 Annual Water Issues Study Group (WISG) meeting held at the Mesa Water® Reliability Facility (MWRF).

President Dewane proceeded with the meeting.
ITEMS TO BE ADDED, WITHDRAWN, OR REORDERED ON THE AGENDA

Assistant General Manager Lauri commented that action is required on H.R. 2898, The Western Water and American Food Security Act of 2015, which arose after the publication of the agenda and requires action by July 10, 2015.

MOTION

Motion by President Dewane, seconded by Director Fisler, to add to the agenda position for support of H.R. 2898, the Western Water and American Security Act of 2015; as the matter arose after the agenda was posted and action is required prior to the next Board meeting. Motion passed 4-0-1 with Director Bockmiller absent.

President Dewane added the item as 12A to the agenda.

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 June 11, 2015.
2. Approve minutes of special Board meeting of June 15, 2015.
3. Approve minutes of special Board meeting of June 16, 2015.
5. Approve minutes of special Board meeting of June 27, 2015.
6. Board Schedule:
   • Conferences, Seminars, and Meetings
   • Board Calendar
   • Upcoming Community Outreach Events
7. Approve the environmental health and safety support services contract renewal with EORM for two years at $170,000 per year and authorize the General Manager to execute the contract.
8. Approve the Fiscal Year 2016 attendance at Conferences, Seminars, Meetings, and Events.
9. Approve support of Vista Irrigation District Director Jo MacKenzie for the California Special Districts Association Board of Directors Region 6, Seat A; authorize President Shawn Dewane to be the District’s voting delegate, and direct staff to cast the mail-in ballot.
10. Approve support of the Independent Special Districts of Orange County Proposed Amended and Restated Bylaws.

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

MOTION

Motion by Director Fisler, seconded by Director Temianka, to approve the Consent Calendar. Motion passed 4-0-1 with Director Bockmiller absent.
PRESENTATION AND DISCUSSION ITEMS:

11. ORANGE COUNTY WATER DISTRICT’S GREEN ACRES PROJECT UPDATE:

President Dewane introduced Executive Director John Kennedy who proceeded with a presentation on the Orange County Water District Green Acres Project (GAP). He offered OCWD’s Green Acres Project (GAP) is a water recycling plant that provides reclaimed water for landscape irrigation at parks, schools and golf courses as well as for industrial uses. A recently completed reservoir allows the GAP to provide an additional 1,100 acre-feet per year (AFY) or 350 million gallons per year of recycled water for use in Orange County.

The following items were highlighted:
- Map of the pipeline system
- GAP Chronological History
- Treatment Plant
  - Designed for an average 7.5 MGD and a peak of 9.5 MGD
- Distribution
- GAP Issues
- Water Supply & Ownership
- Mesa Water® District GAP Usage
- GAP Whole Monetary Rates
- Recycled Water Classification

Mr. Kennedy responded to questions from the Board and President Dewane thanked Mr. Kennedy for his presentation.

ACTION ITEMS:


Engineering & Operations Manager Lauri introduced the topic noting H.R. 2898 sponsored by Rep. Valadao (CA-21) is designed to increase the availability of water throughout the western states by strengthening the regulations upon which policy decisions are made for water projects and it also encourages taking projects that have been in the queue for several years and making sure the projects will be completed. The following agencies are supporting the bill: Orange County Water District as well as the Producer’s group and the Municipal Water District of Orange County.

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

MOTION

Motion by President Dewane, seconded by Director Temianka, to support H.R. 2898, The Western Water and American Security Act of 2015 sponsored by Rep. Valadao (CA-21) and authorize the General Manager to send Mesa Water®’s letter of support for the legislation. Motion passed 4-0-1 with Director Bockmiller absent.
12. CLOSED SESSION:

Attorney Anslow announced the Board, the General Manager, Assistant General Manager Lauri, Assistant General Manager Monteleone, and legal counsel were going into Closed Session at 6:41 p.m.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to Government Codes Sections 54956.9 (d) (1) and 54954.5 (c) Case: Synetcom Digital, Inc. vs. Mesa Water District, KDC, Inc., etc., et al

The Board returned to Open Session at 6:56 p.m.

Attorney Anslow reported the Board conducted one Closed Session regarding existing litigation pursuant to Government Codes Sections 54956.9 (d) (1) and 54954.5 (c). The Board received information and there is no other announcement.

REPORTS:

13. REPORT OF THE GENERAL MANAGER

- June Key Indicators Report
- Other (no enclosure)
  - General Manager Shoenberger discussed various topics pertaining to Mesa Water®’s efforts in the water industry.

14. DIRECTORS’ REPORTS AND COMMENTS

INFORMATION ITEMS:

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

16. OTHER (NO ENCLOSURE)

President Dewane adjourned the meeting at 7:12 p.m. to a Regular Board Meeting scheduled for Thursday, August 13, 2015 6:00 p.m.

Approved:

__________________________
Shawn Dewane, President

__________________________
Coleen L. Monteleone, District Secretary

Recording Secretary: Sharon D. Brimer
FINANCE COMMITTEE MEETING

CALL TO ORDER
The meeting of the Board of Directors was called to order on July 20, 2015 at 3:30 p.m. by Chairman Temianka 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, Vice President, Chairman
Jim Atkinson, Director
Fred R. Bockmiller, Director
James R. Fisler, Director

Directors Absent
Shawn Dewane, President

Staff Present
Paul E. Shoenberger, P.E., General Manager
Coleen L. Monteleone, Assistant to the General Manager/District Secretary
Andrew Hamilton, Chief Financial Officer/District Treasurer

Others Present
None

PUBLIC COMMENTS
There was no public present.

PRESENTATION AND DISCUSSION ITEMS:
No Items.

ACTION ITEMS:
1. Review of Surplus Property Policy

   The Board directed staff to research and bring forth two options to the August 13, 2015 Board Meeting:

   Option 1: Draft Resolution establishing approval authority amounts for the Board in line with recent board action related to the procurement of goods and services.
Option 2: Draft Resolution maintaining the current policy which requires all surplus personal property, regardless of the amount, to be approved by the Board prior to disposition.

Both options include using a Remarketing Service Provider as a way to dispose of surplus property and minor administrative changes.

REPORTS:

2. Accounts Paid Listing
3. Monthly Financial Reports
4. Major Staff Projects
5. Report of the General Manager
6. Directors’ Reports and Comments

INFORMATION ITEMS:

7. Response to Accounts Paid Listing Questions

The Board meeting was adjourned at 4:01 p.m.

Approved:

__________________________
Shawn Dewane, President

__________________________
Coleen L. Monteleone, District Secretary
ENGINEERING AND OPERATIONS COMMITTEE MEETING

CALL TO ORDER

The meeting of the Board of Directors was called to order on July 21, 2015 at 3:30 p.m. by Chairman Bockmiller at the District Office Boardroom, located at 1965 Placentia Avenue, Costa Mesa, California.

PLEDGE OF ALLEGIANCE

Tracy Manning led the Pledge of Allegiance. Director Bockmiller requested a moment of silence in memory of the victims of the Chattanooga, Tennessee shooting: Sgt. Carson A. Holmquist; Petty Officer 2nd Class Randall Smith; Gunnery Sgt. Thomas J. Sullivan; Lance Corporal Squire K. “Skip” Wells; and Staff Sgt. David A. Wyatt.

Directors Present

Jim Atkinson, Director
Fred R. Bockmiller, Director, Chairman
James R. Fisler, Director

Directors Absent

Shawn Dewane, President
Ethan Temianka, Vice President

Staff Present

Paul E. Shoenberger, General Manager
Tracy E. Manning, Assistant Operations Manager
Karyn Igar, Senior Civil Engineer
Mark Pelka, Senior Civil Engineer
Tim Beaman, Associate Engineer
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary

Others Present

James E. Thurber, Geologist, Geotechnical Consultants, Inc.
Alan Smith, Public

PUBLIC COMMENTS

There were no public comments.

PRESENTATION AND DISCUSSION ITEMS:

1. Well 9 Update

General Manager Shoenberger introduced Senior Civil Engineer, Karyn Igar, who proceeded with the presentation.
The following topics were highlighted:
- Test Pumping
- Video Surveying
- Economic Analysis
- Next Steps

Ms. Igar responded to questions from the Board, and the Board thanked Ms. Igar for the presentation.

**ACTION ITEMS:**

2. OC-44 Pipeline Meter Replacement Project

   Motion by Director Atkinson, second by Director Fisler, to add to the next regular Board meeting agenda a contract to Jamison Engineering in the amount of $412,923 with a 10% contingency for a not to exceed amount of $454,215 to perform the OC-44 Pipeline Turnouts Meter Replacement Project (TO-2, TO-4, TO-5) and Santa Ana Vault. Motion passed 3-0-2 with Vice President Temianka and President Dewane absent.

**REPORTS:**

3. Developer Project Status Report
4. Mesa Water® and Other Agency Projects Status Report
5. Water Quality Call Report
6. Committee Policy & Resolution Review or Development
7. Operations Department Status Report
8. Municipal Water District of Orange County Activities Update

   Chairman Bockmiller recognized Alan Smith, member of the public. Mr. Smith introduced himself and requested to comment on behalf of the Pool Industry. He spoke regarding the City of Laguna Beach’s decision on 7/14/15 to halt new pool construction for at least 45 days. His mission is to educate the water industry about the growing number of moratoriums on new pool construction being issued by California cities.

9. Orange County Water District Activities Update
10. Ocean Desalination Projects (no enclosure)
12. Directors’ Reports and Comments
INFORMATION ITEMS:

13. Zero Meter Reads

The Board meeting was adjourned at 4:31 p.m. in memory of the victims of the Chattanooga, Tennessee shooting.

Approved:

______________________________
Shawn Dewane, 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 July 23, 2015 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 Dewane led the Pledge of Allegiance.

Directors Present
Shawn Dewane, President
Jim Atkinson, Director
Fred R. Bockmiller, Director
James R. Fisler, Director, Chairman

Directors Absent
Ethan Temianka, Vice President

Staff Present
Coleen L. Montelone, Assistant General Manager
Stacy Taylor, Public and Government Affairs Manager
Noelle Collins, Public Affairs Coordinator
Denise Garcia, Executive Assistant to the General Manager/Assistant District Secretary

Others Present
Alicia Dunkin, Legislative Affairs Liaison, Orange County Water District

PUBLIC COMMENTS

There were no public comments.

PRESENTATION AND DISCUSSION ITEMS:

1. Orange County Water District Legislative Update

Public and Government Affairs Manager Taylor introduced Ms. Dunkin from OCWD, who proceeded with the presentation.

The following topics were highlighted:
• OCWD 2015 Legislative Priorities
• 2015 Legislative Platform
• Highest Priorities for 2015

Ms. Dunkin responded to questions from the Board, and the Board thanked Ms. Dunkin for the presentation.
2. MesaWater.org Upgrade

**ACTION ITEMS:**

None.

**REPORTS:**

3. Advocacy Consulting Services Report
4. Legislative Consulting Services Report
5. Report of the General Manager
6. Directors’ Reports and Comments
   - President Dewane reported on the July 22, 2015 OCWD/MWDOC Jt. Planning Meeting and asked staff to obtain Karl Seckel’s analysis related to the impact on the replenishment assessment should the proposed Huntington Beach Desalination Project move forward.

**INFORMATION ITEMS:**

7. Drought-Reach 2.0 Update
8. Outreach Update

The Board meeting was adjourned at 4:30 p.m.

Approved:

______________________________
Shawn Dewane, President

______________________________
Coleen L. Monteleone, District Secretary
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 9, 2015, the Board approved the Fiscal Year 2016 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

There is no financial impact as there are no events for attendance consideration.

ATTACHMENTS

None.
## 2015 Conferences, Seminars, and Meetings:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Location</th>
<th>Speakers</th>
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<tbody>
<tr>
<td>August 14, 2015</td>
<td>ACWA Region 10: Desalination Today for Water Tomorrow Program</td>
<td>Carlsbad, CA</td>
<td>Atkinson, Dewane, Bockmiller, Fisler</td>
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<td>August 26 - 28, 2015</td>
<td>Urban Water Institute Fall Conference</td>
<td>San Diego, CA</td>
<td>Atkinson</td>
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<td>September 21 - 23, 2015</td>
<td>CSDA Conference</td>
<td>Monterey, CA</td>
<td>Atkinson</td>
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<td>October 1-2, 2015</td>
<td>CalDesal Conference</td>
<td>Ontario, CA</td>
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<td>October 26 - 29, 2015</td>
<td>AWWA AFC15 (CA-NV) Fall Conference</td>
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<td>December 1 - 4, 2015</td>
<td>ACWA/JPIA Fall Conference</td>
<td>Indian Wells, CA</td>
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<td>December 16 - 18, 2015</td>
<td>Colorado River Water Users Association Conference</td>
<td>Las Vegas, CA</td>
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## August 2015

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<th>Sunday</th>
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<td>7:30AM ISDOC Executive Committee Meeting - Atkinson (MMDOC Conference Room 101)</td>
<td>8:30AM ISDOC Executive Committee Meeting - Dewane, Temianka (Panian Conf Room)</td>
<td>12:00PM Mesa Water Safety Luncheon (Truck Port)</td>
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<td>11:00AM ISDOC Elected Officials Emergency Response Training - Fisler (Orange County Emergency Operations Center, 2644 Santiago Canyon Road Silverado, CA 92676)</td>
<td>Pay Day</td>
<td>8:00AM LAFCO Meeting (CCTA Boardroom; 600 South Main Street…</td>
<td>6:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td>8:30AM ACWA Region 10 Program - Atkinson, Dewane, Fisler, Bockmiller (Carlsbad, CA)</td>
<td>6:00PM OC Fair Dinner (OC Fairgrounds)</td>
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<td>Pay Period Ends</td>
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<td>3:30PM Finance Committee Meeting - Temianka, Bockmiller (Boardroom)</td>
<td>7:30AM VACCD Planning Committee Meeting - Temianka (MMDOC)</td>
<td>8:00AM MWDCC Board Meeting (MMDOC Boardroom)</td>
<td>7:30AM Cancelled CM Chamber of Commerce Breakfast (1701 Golf Course Drive, Costa Mesa, CA 92626)</td>
<td>3:30PM LPA Meeting - Fisler, Atkinson (Boardroom)</td>
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<td>3:30PM LPA Meeting - Fisler, Atkinson (Boardroom)</td>
<td>Urban Water Institute Fall Conference - Atkinson</td>
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- **KOCi Radio Interview...**
- **Pay Period Ends**
- **Urban Water Institute Fall Conference - Atkinson**
  - **San Diego, CA**
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<td>◆ 7:30AM - 8:30AM SDDC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td>◆ 8:30AM - 11:00AM MWDOC/MWD Workshop (MWDOC/COCMD Boardroom)</td>
<td>◆ 8:00AM - 9:00AM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (MWDOC/COCMD Boardroom)</td>
<td>◆ Pay Period Ends</td>
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<td>◆ 12:00PM - 1:30PM Executive Committee Meeting - Devane, Temianka (Panian Conf Room)</td>
<td>◆ 5:30PM - 7:30PM OCWD Board Meeting - Atkinson, Temianka (MWDOC/COCMD Boardroom)</td>
<td>◆ 6:00PM - 9:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (MWDOC/COCMD Boardroom)</td>
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<td>◆ Sub-Pty. - 6:45PM Costa Mesa City Council Mtg.</td>
<td>◆ 9:00AM OCWD Water Issues Committee Meeting (OCWD Boardroom)</td>
<td>◆ 7:30AM - 8:30AM LAFCO Meeting (OCTA Boardroom; 600 South Main Street Orange, CA)</td>
<td>◆ Pay Period Ends</td>
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<td>◆ 7:30AM - 8:00AM WACO Meeting (Atkinson, Bockmiller, Dewane, Fisler, Temianka) (MWDOC/COCMD Boardroom)</td>
<td>◆ 3:30PM - 5:00PM Engineering and Operations Committee Meeting - Bockmiller, Fisler (Boardroom)</td>
<td>◆ 3:30PM - 5:00PM Finance Committee Meeting - Temianka, Bockmiller (Boardroom)</td>
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<td>◆ 7:30AM - 9:00AM WACO Planning Committee Meeting - Temianka (MWDOC)</td>
<td>◆ 3:30PM - 5:00PM Finance Committee Meeting - Temianka, Bockmiller (Boardroom)</td>
<td>◆ 11:00AM - 12:00PM ACA/NJPIA Executive Meeting</td>
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<td>◆ 3:30PM - 5:30PM LPAC Meeting - Fisler, Atkinson (Boardroom)</td>
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<td>◆ 5:45PM - 6:45PM Costa Mesa City Council Mtg.</td>
<td>◆ 5:30PM - 7:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td>◆ 5:30PM - 7:00PM Mesa Water Town Hall Meeting (SMRF)</td>
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<td>◆ 8:00AM - 9:00AM OCWD Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
<td>◆ 8:00AM OCWD Water Issues Committee Meeting (OCWD Boardroom)</td>
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<td>◆ 5:30PM - 7:00PM OCWD Board Meeting - Atkinson (OCWD Boardroom)</td>
<td>◆ 9:30AM OCWD Producers Meeting (OCWD Boardroom)</td>
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<td>◆ 7:30AM - 8:00AM WACO Planning Committee Meeting - Temianka (MWDOC)</td>
<td>◆ 3:30PM - 5:00PM Finance Committee Meeting - Temianka, Bockmiller (Boardroom)</td>
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<td>◆ 3:30PM - 5:00PM Engineering and Operations Committee Meeting - Bockmiller, Fisler (Boardroom)</td>
<td>◆ 5:30PM - 7:00PM Mesa Water Board Meeting - Atkinson, Bockmiller, Dewane, Fisler, Temianka (Boardroom)</td>
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<td>◆ 5:45PM - 6:45PM Costa Mesa City Council Mtg.</td>
<td>◆ 9:00AM OCWD Water Issues Committee Meeting (OCWD Boardroom)</td>
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Console: September 2015

CALAFCO Annual Conference ♦ Sacramento, CA

Pay Period Ends

Pay Period Ends

CSDA Conference 9/21-9/24 ♦ Monterey, CA

Pay Day
# October 2015

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<tr>
<th>Sunday</th>
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<tr>
<td></td>
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<td>7:30AM - 8:30AM SDCC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td>8:00AM - 9:00AM ISDOC Executive Committee Meeting - Atkinson (MWDOC Conference Room 101)</td>
<td>8:30AM - 9:30AM JPLAC Meeting - Fisler, Atkinson (Boardroom)</td>
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<td>12:00PM - 1:30PM Executive Committee Meeting - Devane, Temianka (Panian Conf Room)</td>
<td>3:30PM - 5:30PM JWAC Meeting - Devane, Temianka (Boardroom)</td>
<td>7:30AM - 9:00AM WACO Meeting - Devane, Temianka (MWDOC/OCWD Boardroom)</td>
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<td>8:30AM - 10:30AM OCWD/SDCC Joint Planning Meeting (MWDOC Conference Room 101)</td>
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<td>11:30AM - 1:00PM SDCC Quarterly Meeting (MWDOC/OCWD Boardroom)</td>
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Pay Days: 1, 8, 15, 22

Pay Period Ends: 30, 31, 1
## 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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<tbody>
<tr>
<td>KOCI “Sunday Brunch”</td>
<td>Sunday August 15, 2015 11:00 a.m.-12:00 p.m</td>
<td>KOCI 101.5 FM Newport Beach/ Costa Mesa</td>
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<tr>
<td>Vice President Temianka</td>
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<tr>
<td>Mesa Water® Town Hall</td>
<td>Thursday August 20, 2015 5:30 p.m. – 7:00 p.m</td>
<td>MWRF 1350 Gisler Ave. Costa Mesa, CA 92626</td>
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<tr>
<td>Mesa Water® Town Hall</td>
<td>Thursday September 17, 2015 5:30 p.m. – 7:00 p.m</td>
<td>MWRF 1350 Gisler Ave. Costa Mesa, CA 92626</td>
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</tbody>
</table>
TO: Board of Directors  
FROM: Coleen L. Monteleone, Assistant General Manager  
DATE: August 13, 2015  
SUBJECT: Quarterly Training Report

RECOMMENDATION


STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

DISCUSSION

As part of the Board's adopted 2015 Strategic Plan Goal #5 – Attract and retain skilled employees, Objective B is to Build Employee Skills, specifically the following:

- Provide project management training
- Fully train a minimum of two employees in key processes to ensure accountability and sustainability
- Develop and implement an operational and institutional knowledge transfer plan

Outcome 3 calls for quarterly training reports to the Board of Directors.

Attached is the Quarterly Training Report for April 1, 2015 to June 30, 2015. In addition to the training on the report, staff also conducts safety training for all employees and Monday Morning Tailgate Talks for Water Operations, Engineering and Customer Services Field staff.

The Tailgate Talks for this quarter included topics such as:

- Powerful Protection with PPE
- Heat Stress Video
- Construction Site Safety
- Setting up a Safe Traffic Control Zone
- Crane and Derrick Safety
- Eye Safety Video
- Dog Wise: Dealing with Customers Canines
- Hand Safety Video
- Confined Space Video
- Lockout /Tagout – Water under Pressure Poses Danger
- Plan the Work and Work the Plan
- Work Area Traffic Control – Video
- An Open and Shut Case for Gate Valve Safety
The Safety Training included topics such as:
- Personal Protective Equipment – EHS (Operations)
- Bloodborne Pathogens Refresher Make-up – EHS (Operations)
- New Hire Orientation – EHS (Operations)
- Hazardous Waste Refresher Make-up – EHS (Operations)
- HAZWOPER Initial - Safety Dynamics at Long Beach
- Flagger and Traffic Control – OSTS at Mesa Water®
- Heat Illness for Supervisors – EHS (Operations)
- Hearing Conservation – Industrial Hearing at Mesa Water®
- Respiratory Protection – Industrial Hearing at Mesa Water®
- HAZWOPER Refresher – Safety Dynamics at Long Beach
- Fire Prevention – EHS (Operations)
- EAP Team – EHS (Operations)
- Trenching and Excavation – ACWA/JPIA at Yorba Linda
- NHO – EHS (Operations)
- EOC Training (Financial Services)
- Confined Space – Baker Rescue Services at Mesa Water®

Below is the required continuing education hours needed, over a three-year period, for each Distribution and Treatment Certification Renewal held by staff.

<table>
<thead>
<tr>
<th>Distribution and Treatment Certification Renewals – Required Continuing Education Hours (within the last three years)</th>
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</thead>
<tbody>
<tr>
<td>Grade 1</td>
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<tr>
<td>12 hours</td>
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</table>

FINANCIAL IMPACT

The cost for the training is budgeted in the department or safety sections each fiscal year.

ATTACHMENTS

Attachment A: Quarterly Training Report for April 1, 2015 to June 30, 2015
<table>
<thead>
<tr>
<th>Position</th>
<th>Department</th>
<th>Date of Training</th>
<th>Type of Training</th>
<th>Organization</th>
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<tr>
<td>Records Management Specialist</td>
<td>Administrative Services</td>
<td>3/12/15 – 6/25/15</td>
<td>Leadership Development</td>
<td>Cal State Fullerton</td>
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<td>Administrative Services Manager</td>
<td>Administrative Services</td>
<td>4/7/2015</td>
<td>Webinar - Common Pitfalls in Using the 9/80 Schedules and How to Avoid them</td>
<td>Liebert Cassidy Whitmore</td>
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<tr>
<td>Senior Human Resources Analyst</td>
<td>Administrative Services</td>
<td>4/28/2015</td>
<td>Webinar - Rules and Limitations for Post-Retirement Work and Reinstatement for CalPERS Retirees</td>
<td>Liebert Cassidy Whitmore</td>
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<tr>
<td>Human Resources Assistant</td>
<td>Administrative Services</td>
<td>5/6/2015</td>
<td>Webinar - Preparing for AB 1522 – California's New Paid Sick Leave Law</td>
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<td>Chief Financial Officer</td>
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<td>Webinar - Preparing for AB 1522 – California's New Paid Sick Leave Law</td>
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<td>Public Affairs Coordinator</td>
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<td>Water Operations Supervisor</td>
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MEMORANDUM

TO: Board of Directors
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: August 13, 2015
SUBJECT: OC-44 Pipeline Meter Replacement Project

RECOMMENDATION

Award a contract to Jamison Engineering in the amount of $412,923 with a 10% contingency for a not to exceed amount of $454,215 to perform the OC-44 Pipeline Turnouts Meter Replacement Project (TO-2, TO-4, TO-5) and Santa Ana Vault.

The Engineering and Operations Committee reviewed this item at its July 21, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.

DISCUSSION

The OC-44 Pipeline conveys imported water to Mesa Water’s service area from the Metropolitan Water District’s East Orange County Feeder No. 2. The OC-44 pipeline has three existing turnout metering stations (TO-2, TO-4, and TO-5) in addition to a pressure reducing station (Santa Ana Station). These turnouts are used to provide Mesa Water’s service area with imported water. As part of the 2014 Master Plan, it was determined that the three existing flow meters had reached the end of their useful life and needed replacement. The existing flow meters are V-Cone differential pressure meters manufactured by McCrometer. Meter sizes vary from 6-inches to 16-inches with a total of six meters. The condition assessment also determined that the twelve existing butterfly isolation valves, existing Cla-Val controllers, pressure transmitters, flow meter readouts and associated appurtenances located in the aforementioned turnouts also need to be replaced. The scope of the project also includes the replacement of one malfunctioning 16-inch butterfly valve in the Santa Ana Pressure Reducing Station.

Mesa Water® contracted with Michael Baker International (former RBF) to perform the meter replacement design. The project includes the installation of new magnetic flow meters, pressure gauges, pressure transmitters, instrumentation, control valve pilot systems, integration with SCADA, and recoating of existing piping and valves at TO-2, TO-4, and TO-5. The design also includes replacement of the existing 16” faulty isolation butterfly valve at Santa Ana Station.

The design and specifications for the OC-44 Meter Replacement Project was completed and put out to bid in June 2015. The engineering estimate for the Project was $442,600. Seven prospective contractors (Pascal & Ludwig Constructors, R.C. Foster, J.A. Salazar Construction, Mike Bubalo Construction, J.R. Filanc Construction Company, Schuler Constructors, and Jamison Engineering) were contacted for a site visit (June 29, 2015) and requested to submit a bid for the aforementioned project. Five contractors (Pascal & Ludwig Constructors, J.R. Filanc Construction Company, Schuler Constructors, J.A. Salazar Construction and Jamison
Engineering) attended the site visit. Bids closed on July 10, 2015, and four bids were received from the following contractors:

- Jamison Engineering ($412,923),
- J.R. Filanc Construction Company ($463,453),
- Schuler Engineering ($497,000), and
- J.A. Salazar Construction ($528,000)

The proposed project bids have been evaluated and found to be compliant with all the bid package requirements. Construction is scheduled to last 210 calendar days from notice to proceed. It is recommended that a not-to-exceed construction contract be awarded to Jamison Engineering for $412,923 plus a 10% contingency for a not-to-exceed amount of $454,215 to perform the OC-44 Meter Replacement Project.

FINANCIAL IMPACT

$429,500 is budgeted in the FY 2016 Capital Budget.

ATTACHMENTS

None.
MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: August 13, 2015
SUBJECT: Public Opinion Survey – Desalination Funding

RECOMMENDATION

Receive the presentation for information only. No action is required at this time.

STRATEGIC PLAN

Goal #4: Increase public awareness about Mesa Water® and about water.
Goal #7: Actively participate in regional water issues.

PRIOR BOARD ACTION/DISCUSSION

At its April 9, 2015 meeting, the Mesa Water District (Mesa Water®) Board of Directors approved a contract with SCI Consulting Group.

DISCUSSION

At its March 21, 2015 workshop, Mesa Water’s Board of Directors received a presentation by SCI Consulting Group regarding water infrastructure financing via traditional funding mechanisms versus a ballot measure.

At its April 9, 2015 meeting, Mesa Water’s Board of Directors authorized the General Manager to execute a contract with SCI Consulting Group for professional consulting services to perform a study of a ballot measure as a potential funding strategy by surveying constituent support of a local desalination project as a potential future reliable water supply for Orange County.

At tonight’s Board meeting, SCI Consulting Group will present findings of the survey conducted on behalf of Mesa Water®.

FINANCIAL IMPACT

On April 9, 2015 the Board approved a budget for a not to exceed amount of $55,000.

ATTACHMENTS

None.
RECOMMENDATION

This is for information only.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #4: Increase public awareness about Mesa Water and about water.
Goal #6: Provide outstanding customer service.
Goal #7: Actively participate in regional water issues.

PRIOR BOARD ACTION

Mesa Water District Board adopted Ordinance 26, the Water Conservation and Water Supply Emergency Program, on May 14, 2015, and passed Resolution 1460 which activated the Conservation Program and authorized the General Manager to take actions as necessary to carry out the directives of that Resolution and Conservation Program.

DISCUSSION

Public outreach of the new Water Conservation Ordinance was highly successful with a post-card being sent to all accounts, along with bill inserts, website updates, social media updates, and billboard messaging.

Staff hired 6 part-time temporary Water Conservation Ambassadors, which have been patrolling the service area with the goal of observing and documenting violations of the Conservation Ordinance, educating on the severity of the drought, and the value of water conservation. There are pre-determined routes that are alternated to ensure that each route is visited twice a week, once in the morning and again in the evening on a different day.

Additionally, 2 full-time temporary office staff were hired to assist with the Conservation Program Administration, including logging and mailing violation letters and answering phone calls for questions from the public.

Each violation of the conservation ordinance results in a letter being mailed to the customer of record, notifying them of what violation occurred and what action is required to correct the issue. The table on the following page shows, to date, the number of water conservation violations that occurred in each month. To date, no conservation fees have been assessed to accounts, due to staff reaching out to customers and correcting the issues.
Staff has been working closely with the District’s Top 250 accounts, in providing monthly updates regarding the progress towards their conservation goals. Each of the 250 accounts receive a monthly letter showing their 2013 water usage for each month, a goal for that respective month in 2015, and whether or not they are meeting that goal. Staff is using Meter Masters, a data logger that records hourly water usage, to provide information to the customers about their water use behavior, and to verify that customers are abiding by the water conservation ordinance. In June, 40 data logger tests were completed, and in July, 53 were completed. Additionally, many of the Top 250 accounts utilize automated meter reading technology where hourly water use data is stored within the meter and can be manually or automatically downloaded.

Water production levels are monitored weekly, and have been on-track ranging from 20%-29% conserved each week, compared to the 2013 calendar year baseline. Water conservation levels have been highly successful due to the extensive public outreach and enforcement efforts.

The Mesa Water Saver “drought-reach 2.0” campaign is fully implemented, using multiple platforms including District bill inserts, bill messages and newsletter articles, digital/mobile/online and outdoor ads, print ads and publicity, radio and television/video PSAs and publicity, social media, and more, to communicate the District’s conservation messages throughout the service area. The campaign is tracking towards an anticipated total of over 12 million impressions that are geo/hyper-targeted to reach Mesa Water® customers.

Finally, Mesa Water® has taken steps to temporarily reduce its own water use at all of its facilities and landscapes to meet or surpass its own 20% reduction goal. Those steps include reducing irrigation days and shutting off decorative fountains.

FINANCIAL IMPACT

At the May 14, 2015 Board meeting, a not-to-exceed budget of $240,000 was approved for the District’s "drought-reach 2.0" campaign, with $60,000 allocated for FY 2015 and the remaining $180,000 allocated for FY 2016. To date, $228,488 has been committed with $11,512 pending commitment. Spending to date totals $177,997.

Between the time period of May 18, 2015 through July 16, 2015, approximately $38,000 has been spent on temporary staff and $3,000 on fuel and use of District vehichles.

ATTACHMENTS

Attachment A: Sample Notices of Violation
Attachment B: Sample Letter to Top 250
Dear «CustomerFirstName» «CustomerLastName»,

This letter serves as a courtesy First Notice of Violation of Mesa Water District’s mandatory Water Conservation Ordinance. Future violations may lead to penalties as outlined in the Ordinance, which is posted on Mesa Water’s website at MesaWater.org/water_conservation_ordinance and is available at the District office. A summary of Mesa Water’s Water Conservation Ordinance is included with this letter.

To avoid future penalties for continued violations, please reference the notice that was delivered on «date» to the service address and is included below, specifying the violation(s) and action(s) required to remedy the specific violation(s). Specifically, the violation(s) included:

- **DESIGNATED WATERING HOURS AND DAYS:**
  Outdoor watering is permitted only before 8 a.m. or after 5 p.m. on Tuesdays and Saturdays.

- **WATER FLOW/RUNOFF:**
  Excess water running from your landscape.

- **LEAKS, BREAKS, OR MALFUNCTIONS:**
  Fix broken sprinklers or pipes within 72 hours of notification.

Please inform all water users at this property, including tenants and landscapers, of the water use restrictions.

Mesa Water® provides services to help customers reduce water waste. Please call the District’s Customer Services Department at 949.631.1200 if you have any questions or need assistance. Thank you for your prompt attention to this matter.

Water Conservation Office ♦ Mesa Water District

Enclosures: Water Conservation Ordinance Summary
RE: Water Conservation Notice of Violation

Account #:«Location»-«Customer»
«ServiceAddress1», «ServiceAddressCity»

Dear «CustomerFirstName» «CustomerLastName»,

This letter serves as a courtesy Second Notice of Violation of Mesa Water District’s mandatory Water Conservation Ordinance. Future violations may lead to penalties as outlined in the Ordinance, which is posted on Mesa Water’s website at MesaWater.org/water_conservation_ordinance and is available at the District office. A summary of Mesa Water’s Water Conservation Ordinance is included with this letter.

To avoid future penalties for continued violations, please reference the notice that was delivered on date to the service address and is included below, specifying the violation(s) and action(s) required to remedy the specific violation(s). Specifically, the violation(s) included:

☐ DESIGNATED WATERING HOURS AND DAYS:
   Outdoor watering is permitted only before 8 a.m. or after 5 p.m. on Tuesdays and Saturdays.

☐ WATER FLOW/RUNOFF:
   Excess water running from your landscape.

☐ LEAKS, BREAKS, OR MALFUNCTIONS:
   Fix broken sprinklers or pipes within 72 hours of notification.

☐ WASHING VEHICLES:
   Washing vehicles is only permitted with a bucket or a hose that has a water shut-off nozzle (available FREE from Mesa Water®).

☐ WASHING PAVED SURFACES:
   Washing paved surfaces is prohibited.

☐ OTHER:
   

Please inform all water users at this property, including tenants and landscapers, of the water use restrictions.

Mesa Water® provides services to help customers reduce water waste. Please call the District’s Customer Services Department at 949.631.1200 if you have any questions or need assistance. Thank you for your prompt attention to this matter.

Water Conservation Office ♦ Mesa Water District

Enclosures: Water Conservation Ordinance Summary
Dear «CustomerFirstName» «CustomerLastName»,

This letter serves as a courtesy Third Notice of Violation of Mesa Water District’s mandatory Water Conservation Ordinance. Prior Notices of Violation were issued on the following dates: __________________________________

This violation has led to an assessment of a $100 Conservation Fee on your water bill, as outlined in the Ordinance, which is posted on Mesa Water’s website at MesaWater.org/water_conservation_ordinance and is available at the District office. A summary of Mesa Water’s Water Conservation Ordinance is included with this letter.

To avoid future penalties for continued violations, or possible water service termination, please reference the notice that was delivered on date to the service address and/or is included below, specifying the violation(s) and action(s) required to remedy the specific violation(s). Specifically, the violation(s) included:

- **DESIGNATED WATERING HOURS AND DAYS:** Outdoor watering is permitted only before 8 a.m. or after 5 p.m. on Tuesdays and Saturdays.

- **WATER FLOW/RUNOFF:** Excess water running from your landscape.

- **LEAKS, BREAKS, OR MALFUNCTIONS:** Fix broken sprinklers or pipes within 72 hours of notification.

- **WASHING VEHICLES:** Washing vehicles is only permitted with a bucket or a hose that has a water shut-off nozzle (available FREE from Mesa Water®).

- **WASHING PAVED SURFACES:** Washing paved surfaces is prohibited.

- **OTHER:**

Please inform all water users at this property, including tenants and landscapers, of the water use restrictions.

Mesa Water® provides services to help customers reduce water waste. Please call the District’s Customer Services Department at 949.631.1200 if you have any questions or need assistance. Thank you for your prompt attention to this matter.

Water Conservation Office ♦ Mesa Water District

Enclosures: Water Conservation Ordinance Summary
Dear «CustomerFirstName» «CustomerLastName»,

This letter serves as a courtesy Fourth and/or Subsequent Notice of Violation of Mesa Water District’s mandatory Water Conservation Ordinance. Prior Notices of Violation were issued on the following dates: _________________________________

This violation has led to an assessment of a $200 Conservation Fee on your water bill, as outlined in the Ordinance, which is posted on Mesa Water’s website at MesaWater.org/water_conservation_ordinance and is available at the District office. A summary of Mesa Water’s Water Conservation Ordinance is included with this letter.

To avoid future penalties for continued violations, or possible water service termination, please reference the notice that was delivered on date to the service address and/or is included below, specifying the violation(s) and action(s) required to remedy the specific violation(s). Specifically, the violation(s) included:

- □ DESIGNATED WATERING HOURS AND DAYS: Outdoor watering is permitted only before 8 a.m. or after 5 p.m. on Tuesdays and Saturdays.
- □ WATER FLOW/RUNOFF: Excess water running from your landscape.
- □ LEAKS, BREAKS, OR MALFUNCTIONS: Fix broken sprinklers or pipes within 72 hours of notification.

- □ WASHING VEHICLES: Washing vehicles is only permitted with a bucket or a hose that has a water shut-off nozzle (available FREE from Mesa Water®).
- □ WASHING PAVED SURFACES: Washing paved surfaces is prohibited.

- □ OTHER:

Please inform all water users at this property, including tenants and landscapers, of the water use restrictions.

Mesa Water® provides services to help customers reduce water waste. Please call the District’s Customer Services Department at 949.631.1200 if you have any questions or need assistance. Thank you for your prompt attention to this matter.

Water Conservation Office ◆ Mesa Water District

Enclosures: Water Conservation Ordinance Summary
8/5/2015

Mesa Water District
1965 Placentia Ave
Costa Mesa  CA  92627-3420

RE: 2340 Orange Ave, Costa Mesa, Account XXXXXXX

Dear Paul Shoenberger,

This letter is to provide you with an update on your monthly progress in helping reach Mesa Water’s conservation goal. As you are aware, Governor Brown issued a statewide mandate to reduce urban potable (drinking) water use by 25% starting in June 2015 and continuing through February 2016. The State Water Resources Control Board (SWRCB) provided individual percentages to water suppliers by which to reduce urban water use. The SWRCB ordered Mesa Water® to reduce the total water use throughout the District’s service area by 20% compared to 2013 for the months of June through December 2015, and January and February 2016.

Below is your organization’s baseline use for the specified months in 2013, the 20% conservation goal, your organization’s actual use for that same month this year, and your organization’s monthly status towards achieving the 20% conservation goal.

<table>
<thead>
<tr>
<th></th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
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<td>819</td>
<td>600</td>
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<td>56</td>
<td>221</td>
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<td>20% Reduction Goal</td>
<td>444</td>
<td>654</td>
<td>655</td>
<td>480</td>
<td>159</td>
<td>45</td>
<td>176</td>
<td>222</td>
<td>358</td>
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<tr>
<td>2015/2016 Actual</td>
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<td>419</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

Mesa Water® is asking all customers to partner with the District in order to reach our water conservation goal and save this precious resource. Mesa Water® is also doing its part to reduce its own water use by 20%.

Mesa Water® is available to assist you in reaching your water conservation goal. If you have any questions please feel free to call me at 949.631.1206 or our Customer Services Manager, Stacie Sheek, at 949.207.5438.

Sincerely,

Paul E. Shoenberger, PE
General Manager
RECOMMENDATION

Discuss topics and confirm the Board workshop for Friday, October 9, 2015.

The Executive Committee reviewed this item at its August 4, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

For the Board’s consideration following is the proposed list of agenda topics:

- Emergency Operations/Crisis Response
- General Manager’s Performance Evaluation
- Legislative Platform
- MWRF Outreach Center
- Regional Water Issues
- Shared Services

Staff recommends that the Board workshop be held 8 a.m. – 2 p.m. on Friday, October 9, 2015 at the Mesa Water Reliability Facility.

FINANCIAL IMPACT

The Board workshop expenses will be charged to the FY 2016 budget Account No. 61100-100 (Board Meeting Expenses) where an allocation of $4,000 was budgeted. To date, no funds have been expended from the Board workshop allocation.

ATTACHMENTS

None.
RECOMMENDATION

Approve Option 1 establishing approval authority amounts in revising Mesa Water District’s Surplus Property Policy.

The Finance Committee reviewed this item at its July 20, 2015 meeting and directed staff to provide two options of the proposed Surplus Property Policy:

1. **Option 1**: Establishing approval authority amounts for the Board in line with recent board action to adjust the Board’s approval authority related to the procurement of goods and services.
2. **Option 2**: Maintaining the current policy which requires all surplus personal property, regardless of the amount, to be approved by the Board prior to disposition.

Both options include using a Remarketing Service Provider as a way to dispose of surplus property.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

In March 2012, the Board of Directors (Board) of Mesa Water District (Mesa Water®) approved an update to the Disposal of Surplus Property Policy by adding On-line Auction as an additional method to dispose of surplus property. Approved methods to dispose of surplus property currently include Sealed Bid, Quotation, Auction, On-line Auction or Donation to Charity.

DISCUSSION

The proposed changes to the Disposal of Surplus Property Policy would streamline and propose to expand the scope of potential bidders to maximize the sale price of the surplus property. Additionally, the proposed policy would decrease staff time in the disposal process.

An additional method of disposal is proposed by utilizing Remarketing Service Providers (RSP’s) who have access to nationwide sales channels to dispose of surplus property by utilizing auctions, retail outlets, wholesalers, and/or franchise dealers. Utilized channels would vary as market conditions fluctuate; RSP’s adjust by using different channels to maximize the sales transaction price. The increased access to nationwide sales channels significantly enhances the exposure to potential buyers interested in purchasing Mesa Water’s surplus property compared to historic practices.
At the Finance Committee on July 20, 2015, discussion ensued regarding two options:

1. Establishing approval authority amounts for the Board in line with recent board action to adjust the Board’s approval authority related to the procurement of goods and services.
2. Maintaining the current policy which requires all surplus personal property, regardless of the amount, to be approved by the Board prior to disposition.

**OPTION #1**

This option proposes approval authority amounts for the Board as follows:

**Methodology**

- Surplus Property with an estimated market value less than $50,000 is proposed to be sold or disposed using the most advantageous method determined by the General Manager
- Surplus Property with an estimated market value greater than or equal to $50,000 is proposed to be sold by Sealed Bid, Quotation, Auction, On-Line Auction or Remarketing Service Provider

**Appraisals**

- Surplus Property with an estimated market value exceeding $75,000 is proposed to require appraisals

**Approval Authority**

- Surplus Property with an estimated market value exceeding the Board’s approval authority amount for Capital Construction Projects (currently $112,000) is proposed to require Board approval for disposition

**OPTION #2**

**Methodology** - maintains current policy which requires all surplus personal property, regardless of the amount, to be disposed via prescribed methods approved by the Board.

**Appraisals** - maintains current policy for Surplus Property with an estimated market value exceeding $5,000

**Approval Authority** - maintains current policy which requires all surplus personal property, regardless of the amount, to be approved by the Board prior to disposition.

As specified in both disposal policy options, the proposed policies continue the current requirement that the Board approves all dispositions of real property.
FINANCIAL IMPACT

It is anticipated a potential increase in sales prices would occur due to expanded sales channels.

ATTACHMENTS

Attachment A: Draft Resolution No. 1463 (Option #1)
Attachment B: Redline Resolution No. 1463 (Option #1)
Attachment C: Draft Resolution No. 1463 (Option #2)
Attachment D: Redline Resolution No. 1463 (Option #2)
RESOLUTION NO. 1463

RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ESTABLISHING RULES AND REGULATIONS FOR
DISPOSAL OF SURPLUS PROPERTY OF MESA WATER DISTRICT
SUPERSEADING RESOLUTION NO. 1417

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

WHEREAS, Section 31041 of the California Water Code ("Water Code") provides that "A [county water] district may hold, use, enjoy, lease or dispose of property within or without the district necessary to the full exercise of its powers"; and

WHEREAS, Water Code Section 31024 authorizes Mesa Water® to adopt rules and regulations for its procedures; and

WHEREAS, various provisions of the California Government Code ("Government Code") provide for provisions for the disposal of surplus real and personal property of a governmental agency; and

WHEREAS, the Board of Directors of the Mesa Water® ("Board") has previously taken actions to provide for the authority to dispose of surplus property of Mesa Water® and to provide for authority of Mesa Water's General Manager to undertake actions for the disposal of surplus personal property of Mesa Water® upon the terms and conditions prescribed by the Board; and

WHEREAS, the Board has determined that it is appropriate at this time to update such actions.

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

It is in the best interests of the District to adopt rules and regulations for the disposal of District surplus property as follows:

Section 1. Definitions – As used in these rules and regulations, the following terms shall have the following meanings:

(a) "District" or "Mesa Water®" shall mean Mesa Water District.
(b) "Board" shall mean the Board of Directors of the District.
(c) "Manager" shall mean the General Manager of the District or the
person appointed and authorized by the Board to act in such
capacity. This may include an Interim General Manager appointed by
the Board.

(d) “Property” shall mean all real and personal property, including water,
water rights, works, easements, and rights of way; and personal
property shall also include materials, supplies, equipment,
furnishings, and other similar personal property included in the assets
of the District.

(e) "Surplus Personal Property" shall mean any property owned by Mesa
Water® which is determined to no longer be needed or used for
District purposes or which has become obsolete, worn out or past its
useful life.

(f) “Market Value” shall mean the value estimated by the Manager or
his/her designee if the Surplus Personal Property were sold by
Sealed Bid, Auction, On-line Auction or Remarketing Service
Provider (each as defined herein). For individual items of Surplus
Personal Property estimated over $75,000 by the Manager, an
appraisal by a qualified independent appraiser is required.

(g) “Surplus Real Property” shall mean any Real Property (as such may
be improved) (as further defined herein) which has been designated
by the Board as surplus to the needs of the District.

Section 2. Rules and Regulations – All disposal of Surplus Personal Property and
Surplus Real Property of the District shall be made in accordance with the
rules and regulations hereinafter set forth.

Section 3. Determination of Need and Disposition of Surplus Personal Property –
From time to time, the Manager may determine that certain personal
property of the District is no longer needed by the District to carry out the
powers and purposes of the District to meet present or future needs.

(a) Any Surplus Personal Property below the Board’s approval authority
amount for Capital Construction Projects (as defined in Resolution No.
1458 - “Providing Guidelines for the Procurement of Goods and
Services and Cash Disbursements”, and as such Resolution No. 1458
may be amended from time to time) may be sold or disposed by the
Manager as follows:

1) Surplus Personal Property with an estimated market value
greater than or equal to $50,000 per individual item shall be sold
by Sealed Bid, Quotation, Auction, On-line Auction or
Remarketing Service Provider, each as defined in this
Resolution and rules and regulations.

2) Surplus Personal Property with an estimated market value less
than $50,000 per individual item may be sold or disposed by the
Manager using any method determined by the Manager to be
the most advantageous to Mesa Water® considering the nature
and value of the Surplus Personal Property and related costs to sell or dispose of the Surplus Personal Property in question.

3) Notwithstanding other provisions of this Resolution, the Manager is authorized to sell Surplus Personal Property or trade for property or services with equivalent market value with another public entity within the limits specified in this Section 3.

(b) Disposition of Mesa Water’s Surplus Personal Property shall be “AS IS” without warranty, either express or implied, and any buyer of any item of Surplus Personal Property shall agree to pay any applicable transfer or sales taxes.

Section 4. Disposition by Sealed Bid – If it is determined to be in the best interests of the District to dispose of designated Surplus Personal Property as recommended by bids, the Manager shall obtain bids as may be specified by the Board or as follows:

(a) Formal sealed bids shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting bids on a public bulletin board at the office of the District and by publication in a newspaper of local circulation.

(b) All invitations to bid shall include detailed specifications of the Surplus Personal Property (or indicate where such can be obtained), shall specify the time and place where the bids will be received and opened and the time when an award will be made or all bids rejected.

(c) Bids shall be opened at the time and place specified and the full detail of each bid shall be recorded.

(d) The Manager shall analyze all bids and recommend to the Board that the Board make an award or reject all bids.

(e) If the Board finds and determines that the disposal of the Surplus Personal Property at the highest price bid is in the best interests of the District, the Board may, by motion, make an award and authorize the execution of a proper bill of sale by the applicable District officers.

The bids and bid process set out in this Section are considered and defined as “Sealed Bids” for purposes of this Resolution and these rules and regulations.

Section 5. Disposition by Quotation – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through quotation, the Manager shall obtain quotations as follows:

(a) Informal quotations shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting quotations on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.

(b) If the value of the Surplus Personal Property is less than $5,000.00,
quotations may be solicited by telephone and confirmed by letter.

(c) All invitations for quotation shall include a description of the Surplus Personal Property, shall specify the time and place where the quotations will be considered, and the time when an award will be made or all quotations rejected.

d) Quotations shall be considered at the time and place specified and the details of each quotation recorded.

(e) The Manager shall analyze all quotations and determine if the disposal of the Surplus Personal Property at the highest price quoted is in the best interests of the District.

(f) If the Manager so determines, he/she may proceed to dispose of subject Surplus Personal Property and if bill of sale is required, the necessary officers of the District are hereby authorized to execute same as required.

The quotation and quotation process set out in this Section are considered and defined as “Disposition by Quotation” or “Quotation” for purposes of this Resolution and these rules and regulations.

Section 6. Disposal by Auction – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through an auction process the Manager shall proceed with the following:

(a) An auction service shall be used that holds public auctions, holds the auction at the service provider’s facility(ies) and makes the property available for inspection by the public prior to such auction.
(b) The auction service shall be responsible for preparing the property for sale and processing all paperwork associated with such sale by auction.
(c) Items sold at auction will not be identified as belonging to Mesa Water®.

The auction and auction process set out in this Section are considered and defined as an “Auction” for purposes of this Resolution and these rules and regulations.

Section 7. Disposal by On-line Auction – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through an on-line auction service or process the Manager shall proceed with the following:

(a) An on-line auction service shall be used that the District has previously reviewed and has determined meets the needs of the District.
(b) Inspection of the equipment shall be held at a location(s) determined and designated by the District with inspection times limited and set by appointment.
The auction and auction process set out in this Section are considered and defined as an “On-line Auction” for purposes of this Resolution and these rules and regulations.

**Section 8.** Disposal by Remarketing Service Provider – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through a nationally recognized firm that specializes in remarketing services (“Remarketing Service Provider”), the Manager shall proceed with the following:

(a) A Remarketing Service Provider that sells personal property via multiple nationwide sales avenues, including, but not limited to, auctions, retail outlets, wholesalers and/or franchise dealers shall be used that the District has previously reviewed and determined that such provider meets the needs of the District.

(b) Inspection of the Surplus Personal Property shall be held at such location(s) as the District shall designate (or coordinate with the Remarketing Service Provider) with inspection times limited and set by appointment.

The Remarketing Service Provider process set out in this Section are considered and defined as a “Remarketing Service Provider” for purposes of this Resolution and these rules and regulations.

**Section 9.** Disposal of Surplus Personal Property by Donation to Charity – If the Manager determines that a donation of Surplus Personal Property serves a public purpose and/or benefit, the Manager will advise the Board that such Surplus Personal Property will be donated to a charity serving Mesa Water’s service area.

All donations of Mesa Water’s surplus property shall be “AS IS” without warranty, either express or implied, and the transferee shall agree to pay any applicable transfer or sales taxes. The transferee shall also agree to defend, indemnify and hold harmless Mesa Water®, its Directors, officers and employees, in writing, from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee.

Surplus Personal Property disposed of pursuant to this Section shall generally have a zero ($0) book value or the cost to dispose of the property exceeds both the net book value and any amount estimated from any type of sale.

**Section 10.** Responsibility and Record of Disposition of Surplus Personal Property – The Manager or his/her designee shall be responsible for dispositions of
Surplus Personal Property as set out this Resolution and the District’s Financial Services Department shall be provided with, and shall maintain, a record of sales, exchanges or dispositions of Surplus Personal Property with all the following information:

(a) Description or designation of the Surplus Personal Property disposed of
(b) Name of the transferee
(c) Disposition date
(d) Gross sale amount and transaction costs (if any)
(e) Description and value of property or services received in a trade (if any)

A written report of the disposal of all Surplus Personal Property, including the manner of disposal utilized, pursuant to the terms of this Resolution shall be provided to the Board.

Section 11. Disposal of Surplus Real Property – Disposal of any real property of the District (including real property (as such may be improved), water rights, easements and rights of way) (for purposes of this Section “Real Property”) determined by the Board to be Surplus Real Property shall be authorized and approved by the Board, regardless of value. No Real Property, as defined in this Section, will be disposed of without Board approval and then in the manner approved by the Board. Any disposal of Real Property of the District shall conform to then-existing law.

Section 12. Application of Sums Received – Unless otherwise provided by law or prescribed by the Board, all sums received from the disposal of Property of the District shall be applied to the General Fund of the District.

Section 13. Effect of Rules and Regulations – This Resolution and the rules and regulations adopted hereby shall be in effect from and after their adoption and copies thereof may be made available for public information.

Section 14. Authority for Adoption – This Resolution is adopted pursuant to Water Code Sections 30523, 31001, 31024 and 31041.

Section 15. Superseding Resolution No. 1417 – This Resolution shall act to supersede and replace Resolution No. 1417 upon the adoption hereof.
ADOPTED, SIGNED, and APPROVED this 13th day of August 2015 by a roll call vote.

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

________________________________________
Shawn Dewane
President, Board of Directors

________________________________________
Coleen L. Monteleone
District Secretary
RESOLUTION NO. 14171463

RESOLUTION OF THE
MESA CONSOLIDATED WATER DISTRICT BOARD OF DIRECTORS
ESTABLISHING RULES AND REGULATIONS FOR
DISPOSAL OF SURPLUS PROPERTY OF THE DISTRICT
MESA WATER DISTRICT
SUPERSEeding RESOLUTION NO. 13881417

WHEREAS, the Mesa Consolidated Water District (“Mesa Water®” or “District”) is a county water district organized and operating according to California Law; and

WHEREAS, Section 31041 of the California Water Code (“Water Code”) provides that “A [county water] district may hold, use, enjoy, lease or dispose of property within or without the District necessary to the full exercise of its powers.”; and

WHEREAS, Water Code Section 31024 authorizes Mesa Water® to adopt rules and regulations for its procedures; and

WHEREAS, various provisions of the California Government Code (“Government Code”) provide for provisions for the disposal of surplus real and personal property of a governmental agency; and

WHEREAS, the Board of Directors of the Mesa Water® (“Board”) has previously taken actions to provide for the authority to dispose of surplus property of Mesa Water® and to provide for authority of Mesa Water’s General Manager to undertake actions for the disposal of surplus personal property of Mesa Water® upon the terms and conditions prescribed by the Board; and

WHEREAS, the Board has determined that is it appropriate at this time to update such actions.

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

It is in the best interest of the District to adopt rules and regulations for the disposal of District surplus property as follows:

Section 1. Definitions – As used in these rules and regulations, the following terms shall have the following meanings:

(a) “District” or “Mesa Water®” shall mean Mesa Consolidated Water
(b) “Board” shall mean the Board of Directors of the District.

(c) “Manager” shall mean the General Manager of the District or the person appointed and authorized by the Board to act in such capacity. This may include an Interim General Manager appointed by the Board.

(d) “Property” shall mean all real and personal property, including water, water rights, works, easements, and rights of way; and personal property shall also include materials, supplies, equipment, furnishings, and other similar personal property included in the assets of the District.

(e) “Surplus Personal Property” shall mean any property owned by Mesa Water® which is determined to no longer be needed or used for District purposes or which has become obsolete, worn out or past its useful life.

(f) “Market Value” shall mean the value estimated by the Manager or his/her designee if the Surplus Personal Property were sold by Sealed Bid, Auction, On-line Auction or Remarketing Service Provider (each as defined herein). For individual items of Surplus Personal Property estimated over $75,000 by the Manager, an appraisal by a qualified independent appraiser is required.

(d)(g) “Surplus Real Property” shall mean any Real Property (as such may be improved) (as further defined herein) which has been designated by the Board as surplus to the needs of the District.

Section 2. Rules and Regulations – All disposal of Surplus Personal and real Property and Surplus Real Property of the District shall be made in accordance with the rules and regulations hereinafter set forth.

Section 3. Determination of Need and Disposition of Surplus Personal Property – From time to time, the Manager may determine that certain personal property of the District is no longer needed by the District to carry out the powers and purposes of the District to meet present or future needs.

(a) Any Surplus Personal Property below the Board’s approval authority amount for Capital Construction Projects (as defined in Resolution No. 1458 - “Providing Guidelines for the Procurement of Goods and Services and Cash Disbursements”, and as such Resolution No. 1458 may be amended from time to time) may be sold or disposed by the Manager as follows: The Manager shall provide in writing to the Board, at a regular Board meeting, a description of the property, an explanation as to why the property is no longer needed. The Manager shall recommend that the Board consider and approve the disposal of said property.

1) Surplus Personal Property with an estimated market value greater than or equal to $50,000 per individual item shall be sold
by Sealed Bid, Quotation, Auction, On-line Auction or Remarketing Service Provider, each as defined in this Resolution and rules and regulations.

2) Surplus Personal Property with an estimated market value less than $50,000 per individual item may be sold or disposed by the Manager using any method determined by the Manager to be the most advantageous to Mesa Water® considering the nature and value of the Surplus Personal Property and related costs to sell or dispose of the Surplus Personal Property in question.

3) Notwithstanding other provisions of this Resolution, the Manager is authorized to sell Surplus Personal Property or trade for property or services with equivalent market value with another public entity within the limits specified in this Section 3.

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Disposal of real property, water rights, easements, and rights of way shall be authorized and approved by the Board, regardless of value. No real property as defined in this section Resolution will be disposed of without Board approval and in a manner approved by the Board.

(b) Disposition of Mesa Water’s Surplus Personal Property shall be “AS IS” without warranty, either express or implied, and any buyer of any item of Surplus Personal Property shall agree to pay any applicable transfer or sales taxes.

Section 4. Determination of Value – For the purposes of applying Section 3 above, value shall be the larger of the following:

(a) The estimated salvage value as determined by the Manager.
(b) The depreciated value as indicated by the financial records of the District.
(c) The market value as estimated by a qualified independent appraiser, however, it shall not be required to have said property appraised if the value of 3(b) above is less than $5,000.00.

Section 45. Disposition by Sealed Bid – If it is determined to be in the best interests of the District to dispose of designated certain Surplus Personal Property of the District as recommended by bids, the Manager shall obtain bids as may be specified by the Board or as follows:

(a) Formal sealed bids shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting bids on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.
(b) All invitations to bid shall include detailed specifications of the Surplus Personal Property (or indicate where such they can be obtained), shall specify the time and place where the bids will be received and opened, and the time when an award will be made or all bids rejected.
(c) Bids shall be opened at the time and place specified and the full detail of each bid shall be recorded.
(d) The Manager shall analyze all bids and recommend to the Board that the Board make an award or reject all bids.
(e) If the Board finds and determines that the disposal of the Surplus Personal Property at the highest price bid is in the best interests of the District, the Board may, by motion, make an award and authorize the execution of a proper bill of sale by the applicable District officers.

The bids and bid process set out in this Section are considered and defined as “Sealed Bids” for purposes of this Resolution and these rules and regulations.

Section 56. Disposition by Quotation – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through quotation, the Manager shall obtain quotations as follows:

(a) Informal quotations shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting quotations on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.
(b) If the value of the Surplus Personal Property is less than $5,000.00, quotations may be solicited by telephone and confirmed by letter.
(c) All invitations for quotation shall include a description of the Surplus Personal Property, shall specify the time and place where the quotations will be considered, and the time when an award will be made or all quotations rejected.
(d) Quotations shall be considered at the time and place specified and the details of each quotation recorded.
(e) The Manager shall analyze all quotations and determine if the disposal of the Surplus Personal Property at the highest price quoted is in the best interests of the District.
(f) If the Manager so determines, he/she may proceed to dispose of subject Surplus Personal Property and if bill of sale is required, the necessary officers of the District are hereby authorized to execute same as required.

The quotation and quotation process set out in this Section are considered and defined as “Disposition by Quotation” or “Quotation” for purposes of this Resolution and these rules and regulations.

Section 67. Disposal by Auction – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property equipment through an auction process the Manager shall proceed with the following:

(a) An auction service shall be used that holds public auctions, holds the
auction at the service provider’s facility(ies) and makes the property available for inspection by the public prior to such auction.

(b) The auction service shall must be responsible for preparing the property for sale and processing all paperwork associated with such the sale by auction.

(c) Items sold at auction will not be identified as belonging to Mesa Water®.

The auction and auction process set out in this Section are considered and defined as an “Auction” for purposes of this Resolution and these rules and regulations.

Section 78. Disposal by On-line Auction – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property equipment through an on-line auction service or process the Manager shall proceed with the following:

(a) An on-line auction service shall be used that the District has previously reviewed and has determined it meets the needs of the District.

(b) Inspection of the equipment shall be held at Mesa Water’s a location(s) determined and designated by the District with inspection times limited and set by appointment.

The auction and auction process set out in this Section are considered and defined as an “On-line Auction” for purposes of this Resolution and these rules and regulations.

Section 8. Disposal by Remarketing Service Provider – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through a nationally recognized firm that specializes in remarketing services (“Remarketing Service Provider”), the Manager shall proceed with the following:

(a) A Remarketing Service Provider that sells personal property via multiple nationwide sales avenues, including, but not limited to, auctions, retail outlets, wholesalers and/or franchise dealers shall be used that the District has previously reviewed and determined that such provider meets the needs of the District.

(b) Inspection of the Surplus Personal Property shall be held at such location(s) as the District shall designate (or coordinate with the Remarketing Service Provider) with inspection times limited and set by appointment.

The Remarketing Service Provider process set out in this Section are considered and defined as a “Remarketing Service Provider” for purposes
of this Resolution and these rules and regulations.

Section 9. Disposal of Surplus Personal Property by Donation to Charity – If the Manager determines that a donation of Surplus Personal Property serves a public purpose and/or benefit and District is unable to dispose of the property for money, the Manager will advise the Board that such Surplus Personal Property will be donated to a charity serving Mesa Water’s service area.

All donations of Mesa Water’s surplus property shall be “AS IS” without warranty, either express or implied, and the transferee shall agree to pay any applicable transfer or sales taxes. The transferee shall also agree to defend, indemnify and hold harmless Mesa Water®, its Directors, officers and employees, in writing, from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee.

Surplus Personal Property disposed of pursuant to this Section shall generally have a zero ($0) book value or the cost to dispose of the property exceeds both the net book value and any amount estimated from any type of sale.

Section 10. Responsibility and Record of Disposition of Surplus Personal Property – The Manager or his/her designee shall be responsible for dispositions of Surplus Personal Property as set out this Resolution and the District’s Financial Services Department shall be provided with, and shall maintain, a record of sales, exchanges or dispositions of Surplus Personal Property with all the following information:

(a) Description or designation of the Surplus Personal Property disposed of
(b) Name of the transferee
(c) Disposition date
(d) Gross sale amount and transaction costs (if any)
(e) Description and value of property or services received in a trade (if any)

A written report of the disposal of all Surplus Personal Property, including the manner of disposal utilized, pursuant to the terms of this Resolution shall be provided to the Board.

Section 11. Disposal of Surplus Real Property – Disposal of any real property of the District (including real property (as such may be improved), water rights, easements and rights of way) (for purposes of this Section “Real Property”) determined by the Board to be Surplus Real Property shall be authorized and approved by the Board, regardless of value. No Real
Property, as defined in this Section, will be disposed of without Board approval and then in the manner approved by the Board. Any disposal of Real Property of the District shall conform to then-existing law.

**Section 12110.** Application of Sums Received – Unless otherwise provided by law or prescribed by the Board, all sums received from the disposal of Property of the District shall be applied to the General Fund of the District.

**Section 12311.** Effect of Rules and Regulations – This Resolution and the rules and regulations adopted hereby shall be in effect from and after their adoption and copies thereof may be made available for public information.

**Section 14.** Authority for Adoption – This Resolution is adopted pursuant to Water Code Sections 30523, 31001, 31024 and 31041.

**Section 15.** Superseding Resolution No. 1417 – This Resolution shall act to supersede and replace Resolution No. 1417 upon the adoption hereof.
ADOPTED, SIGNED, and APPROVED this 2713th day of March 2012 August 2015 by a roll call vote.

AYES: DIRECTORS: Ohlig-Hall, Atkinson, Dewane, Fisler, Bockmiller

NOES: DIRECTORS:

ABSENT: DIRECTORS:

ABSTAIN: DIRECTORS:

__________________________________________
Fred R. Bockmiller, Jr. P.E. Shawn Dewane

President, Board of Directors

______________________________
Coleen L. Monteleone
District Secretary
WHEREAS, the Mesa Water District ("Mesa Water®" or "District") is a county water district organized and operating according to California law; and

WHEREAS, Section 31041 of the California Water Code ("Water Code") provides that "A [county water] district may hold, use, enjoy, lease or dispose of property within or without the district necessary to the full exercise of its powers"; and

WHEREAS, Water Code Section 31024 authorizes Mesa Water® to adopt rules and regulations for its procedures; and

WHEREAS, various provisions of the California Government Code ("Government Code") provide for provisions for the disposal of surplus real and personal property of a governmental agency; and

WHEREAS, the Board of Directors of the Mesa Water® ("Board") has previously taken actions to provide for the authority to dispose of surplus property of Mesa Water® and to provide for authority of Mesa Water's General Manager to undertake actions for the disposal of surplus personal property of Mesa Water® upon the terms and conditions prescribed by the Board; and

WHEREAs, the Board has determined that is it appropriate at this time to update such actions.

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

It is in the best interests of the District to adopt rules and regulations for the disposal of District surplus property as follows:

Section 1. Definitions – As used in these rules and regulations, the following terms shall have the following meanings:

(a) "District" or "Mesa Water®" shall mean Mesa Water District.
(b) "Board" shall mean the Board of Directors of the District.
(c) "Manager" shall mean the General Manager of the District or the
person appointed and authorized by the Board to act in such capacity. This may include an Interim General Manager appointed by the Board.

(d) “Property” shall mean all real and personal property, including water, water rights, works, easements, and rights of way; and personal property shall also include materials, supplies, equipment, furnishings, and other similar personal property included in the assets of the District.

(e) "Surplus Personal Property" shall mean any property owned by Mesa Water® which is determined to no longer be needed or used for District purposes or which has become obsolete, worn out or past its useful life.

(f) “Market Value” shall mean the value estimated by the Manager or his/her designee if the Surplus Personal Property were sold by Sealed Bid, Auction, On-line Auction or Remarketing Service Provider (each as defined herein). For individual items of Surplus Personal Property estimated over $5,000 by the Manager, an appraisal by a qualified independent appraiser is required.

(g) “Surplus Real Property” shall mean any Real Property (as such may be improved) (as further defined herein) which has been designated by the Board as surplus to the needs of the District.

Section 2. Rules and Regulations – All disposal of Surplus Personal Property and Surplus Real Property of the District shall be made in accordance with the rules and regulations hereinafter set forth.

Section 3. Determination of Need and Disposition of Surplus Personal Property – From time to time, the Manager may determine that certain personal property of the District is no longer needed by the District to carry out the powers and purposes of the District to meet present or future needs.

(a) Notwithstanding other provisions of this Resolution, the Manager is authorized to sell Surplus Personal Property or trade for property or services with equivalent market value with another public entity.

(b) Disposition of Mesa Water’s Surplus Personal Property shall be “AS IS” without warranty, either express or implied, and any buyer of any item of Surplus Personal Property shall agree to pay any applicable transfer or sales taxes.

Section 4. Disposition by Sealed Bid – If it is determined to be in the best interests of the District to dispose of designated Surplus Personal Property as recommended by bids, the Manager shall obtain bids as may be specified by the Board or as follows:

(a) Formal sealed bids shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting bids on a
public bulletin board at the office of the District and by publication in a newspaper of local circulation.
(b) All invitations to bid shall include detailed specifications of the Surplus Personal Property (or indicate where such can be obtained), shall specify the time and place where the bids will be received and opened and the time when an award will be made or all bids rejected.
(c) Bids shall be opened at the time and place specified and the full detail of each bid shall be recorded.
(d) The Manager shall analyze all bids and recommend to the Board that the Board make an award or reject all bids.
(e) If the Board finds and determines that the disposal of the Surplus Personal Property at the highest price bid is in the best interests of the District, the Board may, by motion, make an award and authorize the execution of a proper bill of sale by the applicable District officers.

The bids and bid process set out in this Section are considered and defined as “Sealed Bids” for purposes of this Resolution and these rules and regulations.

Section 5. Disposition by Quotation – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through quotation, the Manager shall obtain quotations as follows:

(a) Informal quotations shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting quotations on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.
(b) If the value of the Surplus Personal Property is less than $5,000.00, quotations may be solicited by telephone and confirmed by letter.
(c) All invitations for quotation shall include a description of the Surplus Personal Property, shall specify the time and place where the quotations will be considered, and the time when an award will be made or all quotations rejected.
(d) Quotations shall be considered at the time and place specified and the details of each quotation recorded.
(e) The Manager shall analyze all quotations and determine if the disposal of the Surplus Personal Property at the highest price quoted is in the best interests of the District.
(f) If the Manager so determines, he/she may proceed to dispose of subject Surplus Personal Property and if bill of sale is required, the necessary officers of the District are hereby authorized to execute same as required.

The quotation and quotation process set out in this Section are considered and defined as “Disposition by Quotation” or “Quotation” for purposes of this Resolution and these rules and regulations.
Section 6. Disposal by Auction – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through an auction process the Manager shall proceed with the following:

(a) An auction service shall be used that holds public auctions, holds the auction at the service provider’s facility(ies) and makes the property available for inspection by the public prior to such auction.
(b) The auction service shall be responsible for preparing the property for sale and processing all paperwork associated with such sale by auction.
(c) Items sold at auction will not be identified as belonging to Mesa Water®.

The auction and auction process set out in this Section are considered and defined as an “Auction” for purposes of this Resolution and these rules and regulations.

Section 7. Disposal by On-line Auction – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through an on-line auction service or process the Manager shall proceed with the following:

(a) An on-line auction service shall be used that the District has previously reviewed and has determined meets the needs of the District.
(b) Inspection of the equipment shall be held at a location(s) determined and designated by the District with inspection times limited and set by appointment.

The auction and auction process set out in this Section are considered and defined as an “On-line Auction” for purposes of this Resolution and these rules and regulations.

Section 8. Disposal by Remarketing Service Provider – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through a nationally recognized firm that specializes in remarketing services (“Remarketing Service Provider”), the Manager shall proceed with the following:

(a) A Remarketing Service Provider that sells personal property via multiple nationwide sales avenues, including, but not limited to, auctions, retail outlets, wholesalers and/or franchise dealers shall be used that the District has previously reviewed and determined that such provider meets the needs of the District.
(b) Inspection of the Surplus Personal Property shall be held at such location(s) as the District shall designate (or coordinate with the
Remarketing Service Provider) with inspection times limited and set by appointment.

The Remarketing Service Provider process set out in this Section are considered and defined as a “Remarketing Service Provider” for purposes of this Resolution and these rules and regulations.

**Section 9.** Disposal of Surplus Personal Property by Donation to Charity – If the Manager determines that a donation of Surplus Personal Property serves a public purpose and/or benefit, the Manager will advise the Board that such Surplus Personal Property will be donated to a charity serving Mesa Water’s service area.

All donations of Mesa Water’s surplus property shall be “AS IS” without warranty, either express or implied, and the transferee shall agree to pay any applicable transfer or sales taxes. The transferee shall also agree to defend, indemnify and hold harmless Mesa Water®, its Directors, officers and employees, in writing, from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee.

Surplus Personal Property disposed of pursuant to this Section shall generally have a zero ($0) book value or the cost to dispose of the property exceeds both the net book value and any amount estimated from any type of sale.

**Section 10.** Responsibility and Record of Disposition of Surplus Personal Property – The Manager or his/her designee shall be responsible for dispositions of Surplus Personal Property as set out this Resolution and the District’s Financial Services Department shall be provided with, and shall maintain, a record of sales, exchanges or dispositions of Surplus Personal Property with all the following information:

(a) Description or designation of the Surplus Personal Property disposed of
(b) Name of the transferee
(c) Disposition date
(d) Gross sale amount and transaction costs (if any)
(e) Description and value of property or services received in a trade (if any)

A written report of the disposal of all Surplus Personal Property, including the manner of disposal utilized, pursuant to the terms of this Resolution shall be provided to the Board prior to disposition.

**Section 11.** Disposal of Surplus Real Property – Disposal of any real property of the
District (including real property (as such may be improved), water rights, easements and rights of way) (for purposes of this Section “Real Property”) determined by the Board to be Surplus Real Property shall be authorized and approved by the Board, regardless of value. No Real Property, as defined in this Section, will be disposed of without Board approval and then in the manner approved by the Board. Any disposal of Real Property of the District shall conform to then-existing law.

Section 12. Application of Sums Received – Unless otherwise provided by law or prescribed by the Board, all sums received from the disposal of Property of the District shall be applied to the General Fund of the District.

Section 13. Effect of Rules and Regulations – This Resolution and the rules and regulations adopted hereby shall be in effect from and after their adoption and copies thereof may be made available for public information.

Section 14. Authority for Adoption – This Resolution is adopted pursuant to Water Code Sections 30523, 31001, 31024 and 31041.

Section 15. Superseding Resolution No. 1417 – This Resolution shall act to supersede and replace Resolution No. 1417 upon the adoption hereof.

ADOPTED, SIGNED, and APPROVED this 13th day of August 2015 by a roll call vote.

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

________________________________
Shawn Dewane
President, Board of Directors

____________________________________
Coleen L. Monteleone
District Secretary
WHEREAS, the Mesa Consolidated Water District (“Mesa Water®” or “District”) is a county water district organized and operating according to California law; and

WHEREAS, Section 31041 of the California Water Code (“Water Code”) provides that “A [county water] district may hold, use, enjoy, lease or dispose of property within or without the district necessary to the full exercise of its powers.”; and

WHEREAS, Water Code Section 31024 authorizes Mesa Water® to adopt rules and regulations for its procedures; and

WHEREAS, various provisions of the California Government Code (“Government Code”) provide for provisions for the disposal of surplus real and personal property of a governmental agency; and

WHEREAS, the Board of Directors of the Mesa Water® (“Board”) has previously taken actions to provide for the authority to dispose of surplus property of Mesa Water® and to provide for authority of Mesa Water’s General Manager to undertake actions for the disposal of surplus personal property of Mesa Water® upon the terms and conditions prescribed by the Board; and

WHEREAS, the Board has determined that it is appropriate at this time to update such actions.

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

Section 1. Definitions – As used in these rules and regulations, the following terms shall have the following meanings:

(a) “District” or “Mesa Water®” shall mean Mesa Consolidated Water
(b) “Board” shall mean the Board of Directors of the District.

(c) “Manager” shall mean the General Manager of the District or the person appointed and authorized by the Board to act in such capacity. This may include an Interim General Manager appointed by the Board.

(d) “Property” shall mean all real and personal property, including water, water rights, works, easements, and rights of way; and personal property shall also include materials, supplies, equipment, furnishings, and other similar personal property included in the assets of the District.

(e) "Surplus Personal Property" shall mean any property owned by Mesa Water® which is determined to no longer be needed or used for District purposes or which has become obsolete, worn out or past its useful life.

(f) “Market Value” shall mean the value estimated by the Manager or his/her designee if the Surplus Personal Property were sold by Sealed Bid, Auction, Online Auction or Remarking Service Provider (each as defined herein). For individual items of Surplus Personal Property estimated over $5,000 by the Manager, an appraisal by a qualified independent appraiser is required.

(g) “Surplus Real Property” shall mean any Real Property (as such may be improved) (as further defined herein) which has been designated by the Board as surplus to the needs of the District.

Section 2. Rules and Regulations – All disposal of Surplus Personal and real property and Surplus Real Property of the District shall be made in accordance with the rules and regulations hereinafter set forth.

Section 3. Determination of Need and Disposition of Surplus Personal Property – From time to time, the Manager may determine that certain personal property of the District is no longer needed by the District to carry out the powers and purposes of the District to meet present or future needs.

The Manager shall provide in writing to the Board, at a regular Board meeting, a description of the property, and an explanation as to why the property is no longer needed. The Manager shall recommend that the Board consider and approve the disposal of said property.

(a) Notwithstanding other provisions of this Resolution, the Manager is authorized to sell Surplus Personal Property or trade for property or services with equivalent market value with another public entity.

(b) Disposition of real property, water rights, easements, and rights of way shall be authorized and approved by the Board, regardless of value. No real property as defined in this section Resolution will be disposed of without Board approval and in a manner approved by the Board.

(b) Disposition of Mesa Water’s Surplus Personal Property shall be “AS
“without warranty, either express or implied, and any buyer of any item of Surplus Personal Property shall agree to pay any applicable transfer or sales taxes.

Section 4. Determination of Value—For the purposes of applying Section 3 above, value shall be the larger of the following:

(a) The estimated salvage value as determined by the Manager.
(b) The depreciated value as indicated by the financial records of the District.
(c) The market value as estimated by a qualified independent appraiser, however, it shall not be required to have said property appraised if the value of 3(b) above is less than $5,000.00.

Section 45. Disposition by Sealed Bid—If it is determined to be in the best interests of the District to dispose of designated certain Surplus Personal Property of the District as recommended by bids, the Manager shall obtain bids as may be specified by the Board or as follows:

(a) Formal sealed bids shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting bids on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.
(b) All invitations to bid shall include detailed specifications of the Surplus Personal Property (or indicate where such they can be obtained), shall specify the time and place where the bids will be received and opened; and the time when an award will be made or all bids rejected.
(c) Bids shall be opened at the time and place specified and the full detail of each bid shall be recorded.
(d) The Manager shall analyze all bids and recommend to the Board that the Board make an award or reject all bids.
(e) If the Board finds and determines that the disposal of the Surplus Personal Property at the highest price bid is in the best interests of the District, the Board may, by motion, make an award and authorize the execution of a proper bill of sale by the applicable District officers.

The bids and bid process set out in this Section are considered and defined as “Sealed Bids” for purposes of this Resolution and these rules and regulations.

Section 56. Disposition by Quotation—If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through quotation, the Manager shall obtain quotations as follows:

(a) Informal quotations shall be solicited by invitations mailed to known
prospective purchasers and by posting of a notice inviting quotations on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.

(b) If the value of the Surplus Personal Property is less than $5,000.00, quotations may be solicited by telephone and confirmed by letter.

(c) All invitations for quotation shall include a description of the Surplus Personal Property, shall specify the time and place where the quotations will be considered, and the time when an award will be made or all quotations rejected.

(d) Quotations shall be considered at the time and place specified and the details of each quotation recorded.

(e) The Manager shall analyze all quotations and determine if the disposal of the Surplus Personal Property at the highest price quoted is in the best interests of the District.

(f) If the Manager so determines, he/she may proceed to dispose of subject Surplus Personal Property and if bill of sale is required, the necessary officers of the District are hereby authorized to execute same as required.

The quotation and quotation process set out in this Section are considered and defined as “Disposition by Quotation” or “Quotation” for purposes of this Resolution and these rules and regulations.

Section 67. Disposal by Auction – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property equipment through an auction process the Manager shall proceed with the following:

(a) An auction service shall be used that holds public auctions, holds the auction at the service provider's facility(ies) and makes the property available for inspection by the public prior to such auction.

(b) The auction service shall must be responsible for preparing the property for sale and processing all paperwork associated with such the sale by auction.

(c) Items sold at auction will not be identified as belonging to Mesa Water®.

The auction and auction process set out in this Section are considered and defined as an “Auction” for purposes of this Resolution and these rules and regulations.

Section 78. Disposal by On-line Auction – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property equipment through an on-line auction service or process the Manager shall proceed with the following:

(a) An on-line auction service shall be used that the District has
previously reviewed and has determined it meets the needs of the District.

(b) Inspection of the equipment shall be held at Mesa Water’s location(s) determined and designated by the District with inspection times limited and set by appointment.

The auction and auction process set out in this Section are considered and defined as an “On-line Auction” for purposes of this Resolution and these rules and regulations.

Section 8. Disposal by Remarketing Service Provider – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through a nationally recognized firm that specializes in remarketing services (“Remarketing Service Provider”), the Manager shall proceed with the following:

(a) A Remarketing Service Provider that sells personal property via multiple nationwide sales avenues, including, but not limited to, auctions, retail outlets, wholesalers and/or franchise dealers shall be used that the District has previously reviewed and determined it meets the needs of the District.

(b) Inspection of the Surplus Personal Property shall be held at such location(s) as the District shall designate (or coordinate with the Remarketing Service Provider) with inspection times limited and set by appointment.

The Remarketing Service Provider process set out in this Section are considered and defined as a “Remarketing Service Provider” for purposes of this Resolution and these rules and regulations.

Section 9. Disposal of Surplus Personal Property by Donation to Charity – If the Manager determines that a donation of Surplus Personal Property serves a public purpose and/or benefit District is unable to dispose of the property for money, the Manager will advise the Board that the such Surplus Personal Property will be donated to a charity serving Mesa Water’s service area.

All donations of Mesa Water’s surplus property shall be “AS IS” without warranty, either express or implied, and the transferee shall agree to pay any applicable transfer or sales taxes. The transferee shall also agree to defend, indemnify and hold harmless Mesa Water®, its Directors, officers and employees, in writing, from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee.

Surplus Personal Property disposed of pursuant to this Section shall
generally have a zero ($0) book value or the cost to dispose of the property exceeds both the net book value and any amount estimated from any type of sale.

Section 10. Responsibility and Record of Disposition of Surplus Personal Property – The Manager or his/her designee shall be responsible for dispositions of Surplus Personal Property as set out this Resolution and the District’s Financial Services Department shall be provided with, and shall maintain, a record of sales, exchanges or dispositions of Surplus Personal Property with all the following information:

(a) Description or designation of the Surplus Personal Property disposed of
(b) Name of the transferee
(c) Disposition date
(d) Gross sale amount and transaction costs (if any)
(e) Description and value of property or services received in a trade (if any)

A written report of the disposal of all Surplus Personal Property, including the manner of disposal utilized, pursuant to the terms of this Resolution shall be provided to the Board prior to disposition.

Section 11. Disposal of Surplus Real Property – Disposal of any real property of the District (including real property (as such may be improved), water rights, easements and rights of way) (for purposes of this Section “Real Property”) determined by the Board to be Surplus Real Property shall be authorized and approved by the Board, regardless of value. No Real Property, as defined in this Section, will be disposed of without Board approval and then in the manner approved by the Board. Any disposal of Real Property of the District shall conform to then-existing law.

Section 12. Application of Sums Received – Unless otherwise provided by law or prescribed by the Board, all sums received from the disposal of property of the District shall be applied to the General Fund of the District.

Section 13. Effect of Rules and Regulations – This Resolution and the rules and regulations adopted hereby shall be in effect from and after their adoption and copies thereof may be made available for public information.

Section 14. Authority for Adoption – This Resolution is adopted pursuant to Water Code Sections 30523, 31001, 31024 and 31041.

Section 15. Superseding Resolution No. 1417 – This Resolution shall act to supersede and replace Resolution No. 1417 upon the adoption hereof.
ADOPTED, SIGNED, and APPROVED this 2713th day of March 2012-August 2015 by a roll call vote.

AYES: DIRECTORS: Ohlig-Hall, Atkinson, Dewane, Fisler, Bockmiller
NOES: DIRECTORS:
ABSENT: DIRECTORS:
ABSTAIN: DIRECTORS:

________________________________
Fred R. Bockmiller, Jr. P.E. Shawn Dewane
President, Board of Directors

____________________________________
Coleen L. Monteleone
District Secretary
MEMORANDUM

TO: Board of Directors
FROM: Stacy Taylor, Public & Government Affairs Manager
DATE: August 13, 2015
SUBJECT: Association of California Water Agencies Election

RECOMMENDATION

Adopt Resolution No. 1464 – Endorsing the nomination of Cucamonga Valley Water District (CVWD) Director Kathleen (Kathy) Tiegs to the Association of California Water Agencies (ACWA) office of Board President for the 2016-2017 term.

The Executive Committee reviewed this item at its September 4, 2015 meeting and recommends Board approval.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

ACWA conducts bi-annual elections for Board positions consisting of two-year terms. Director Tiegs has served in a variety of ACWA leadership positions, including Vice President of the Board (2014-2015), Chair of the Sustainable Groundwater Management Act (SGMA) Implementation Policy Group, Vice Chair of the Federal Affairs Committee, member of the Region 9 Board (since 2008), member of the Groundwater Committee, member of the Local Government Committee, and Executive Committee member for the Association of California Water Agencies/Joint Powers Insurance Authority.

Director Tiegs was elected to the CVWD Board of Directors in 2005 and has served as its Board President and Vice President. Previously, she had a 30-plus-year career in water resources management for a local wholesale water agency. Furthermore, in 2011, she was honored by State Assembly member Mike Morrell as the 63rd Assembly District’s Woman of the Year.

If approved by Mesa Water’s Board, CVWD requests to receive a resolution of support by August 14, 2015.
FINANCIAL IMPACT

There is no financial impact for this item. The annual membership dues to ACWA are projected at $23,000.

ATTACHMENTS

Attachment A: CVWD Support Letter
Attachment B: ACWA Election Information
Attachment C: Draft Resolution No. 1464
July 20, 2015

Mr. Paul Shoenberger
Mesa Water District
1965 Placentia Avenue
Costa Mesa, CA 92627

Dear Mr. Shoenberger,

It is my pleasure to inform you that the Cucamonga Valley Water District took action at our July 14, 2015 board meeting to support Director Kathleen Tiegs in her bid for the Association of California Water Agencies (ACWA) President.

I have had the opportunity to work alongside Director Tiegs for a number of years. Her passion is contagious and her commitment to the water industry is tireless. She has a high level of integrity and excellent leadership skills that build coalitions and collaboration; which is evident from her time on the board as well as her experience with ACWA. Over the past two years Director Tiegs has served in the role of ACWA Vice-President working together with the other ACWA board members and staff, ensuring the highest level of ACWA member engagement and interaction.

I am contacting you to request your agency’s support of Director Tiegs’ nomination by adopting a resolution endorsing her nomination as ACWA President. Attached you will find a sample resolution. If your board takes action, please forward your resolution of support to our offices by August 14, 2015. We will include your resolution in her submittal packet to ACWA. Should your board not be able to take action by that time, please forward a copy of your resolution to our offices as well as to the ACWA offices at 910 K Street, Suite 100, Sacramento, California 95814.

Thank you so much for your consideration; the future of the ACWA organization could not be in better hands than those of Director Kathleen Tiegs. Should you have any questions, please contact Taya Victorino at (909) 987-2591.

Sincerely,

[Signature]

James V. Curatalo, Jr.
President

Enclosure: 2
Kathleen Tiegs
For
2015-2016 Association of California Water Agencies
President

July 20, 2015

My Fellow ACWA Member:

I am pleased to share with you my interest in serving as President of the Association of California Agencies (ACWA). Over the past two years I have had the pleasure to serve in the capacity as ACWA Vice-President working closely with President John Coleman, Past President Randy Record and my other colleagues on the ACWA board of directors. As a team, we work collaboratively engaging in issues that are critical to the water community as well as to the ratepayers that we represent at each of our agencies.

My experience with ACWA began on a regional basis having served on the ACWA Region 9 Board of Directors beginning in 2008. I also had the opportunity to serve as the Vice-Chair of the Federal Affairs Committee, and served on the Local Government and the Groundwater Committees. My active participation in the committees and the Region 9 board provided a strong foundation as I began to pursue other avenues to expand my understanding and knowledge of the ACWA organization. The experience I have gained over the past two years has well-equipped me to effectively dialogue with the Administration, regulatory agencies, and other special interest groups that impact our industry. More importantly it has given me the experience to lead our organization, and build upon the accomplishments of those that came before me.

Currently, I serve as the Chair of the Sustainable Groundwater Management Act Implementation Policy Group. The Group has provided a critical role working closely with the Administration and the Department of Water Resources to ensure members concerns are clearly voiced as the law is implemented.

As Vice-President I believe it is important to engage at all levels of the organization so I can better understand the issues in all of our regions to more effectively represent our members. I regularly attend ACWA committee meetings, as well as regional events so I can have a two-way conversation with members and hear what is important to them and their regions.

Currently, I serve on the Cucamonga Valley Water District (CVWD) Board of Directors. I was elected to CVWD in November 2005 and have served as both President and Vice-President of the Board of Directors. Prior to my serving on the CVWD Board, I enjoyed a career in water resources management for a local wholesale water agency for over 30 years. In April 2011, I was honored by State Assembly Member Mike Morrell as the 63rd Assembly District Woman of the Year.
There are many wonderful characteristics about ACWA, but the ones that I cherish the most are the diverse perspectives of our members. We have built a collaborative and supportive community that works together on solving issues that have lasting benefits to the regions and areas that we serve as elected officials. We have accomplished so much over these last two year, with actions taken that will forever change our industry, and how we do business. There are many more challenges before us that will require a style of leadership that seeks to find solutions that benefit our industry and our ratepayers. I am completely committed, willing and able to continue a legacy of leadership that helps resolve issues and provides a better future for generations that will come after us.

I respectfully request your support to represent you and your organization and the millions of people that rely on our foresight and leadership to provide a high quality and reliable water to our customers. I look forward to the opportunity to represent you and the water industry of California. Thank you for allowing me to share with you my experience, leadership and knowledge. Please feel free to contact me directly at (909) 635-4177.

Thank you in advance for your consideration.

Kathleen Tiegs
MEMORANDUM

TO: ACWA Public Agency Members
    General Managers and Board Presidents

CC: ACWA Board of Directors

FROM: ACWA Nominating Committee

DATE: June 3, 2015

SUBJECT: Call for Candidate Nominations for the 2016-2017 Term

ACWA’s Nominating Committee is responsible for submitting a slate for the Association’s statewide positions of president and vice president to the general membership meeting at Fall Conference.

Nominations must be received in the ACWA office by Tuesday, September 1, 2015, to be considered by the committee.

The following criteria must be met for names to be considered:

- Only elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association shall be eligible for election to the officer positions.

- Nominations of qualified candidates are encouraged from all member agencies.

- All nominations for the positions of ACWA President and Vice President shall be accompanied by an official nominating resolution from the ACWA member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency’s Board of Directors.

- A resume of the candidate, highlighting qualifications for the position, shall accompany each nomination.

Additional letters or resolutions of support from other agencies may be submitted but are not required.

ACWA’s Bylaws and Board policies establish the criteria outlined above, which also govern nominations from the floor. Board policy requires that all nominations received for the positions of ACWA President and Vice President shall be accompanied by a nominating resolution from
the ACWA member agency on whose board the nominee serves, and signed by an authorized signatory of the Board of Directors. This policy applies to nominations received in the ACWA office prior to elections, as well as to all nominations received from the floor at general session during the floor nomination process.

We appreciate your interest and participation in this process to find the best qualified individuals to serve in representing the statewide membership of ACWA.

Nominating Committee members include:

- Judith Mirbegian, Region 1
- Eric Larrabee, Region 2
- Joe Parker, Region 3
- Shauna Lorance, Region 4
- Lesa McIntosh, Region 5
- Matthew Hurley, Region 6
- William Taube, Region 7
- Stephen Cole, Region 8
- Harvey Ryan, Region 9
- Linda Ackerman, Region 10
- Randy Record, At-large representative
- Paul Kelley, At-large representative

We ask that Nominating Committee members not be approached to solicit their support of any candidate.

**IMPORTANT DATES**

- Tentative date for candidate interviews: **Wednesday, September 16, 2015**
- Election of ACWA’s President and Vice President: **Wednesday, December 2, 2015**, at Fall Conference

Should you have any questions regarding this process, please contact Clerk of the Board Donna Pangborn at the ACWA office at 916-441-4545 or donnap@acwa.com

Enclosures:
1. Basic Information for ACWA Officer Nominees
2. Sample Resolution to Nominate Candidate for ACWA President or Vice President
1.1 Board Officers
The president and vice president of the Association shall be the elected officers of the Association.

1.1.1 President

1.1.1.1 Purpose
The president is an elected officer of the Association and presides at all meetings of the Board of Directors, the Executive Committee, and the general membership and is responsible to the Board of Directors and the general membership for the duties established by ACWA’s Bylaws.

1.1.1.2 Duties and Authority
Within the limits of ACWA’s Bylaws and the Duties and Authorities established for ACWA Board members, and in coordination with the executive director, the president:

- Serves on the ACWA Board and presides at all meetings.
- Serves as the chair of the Executive Committee and presides at all meetings.
- Schedules special Board and Executive Committee meetings.
- Presides over all general membership meetings.
- Serves as a non-voting ex officio member of each committee, but shall not be an ex officio member of the Nominating Committee or the region boards.
- Appoints members of all committees upon recommendation from members and regions as communicated by the region chairs.
- Appoints the chair and vice chair of each committee, each of whom shall be ratified by the Board of the Directors.
- Appoints special committees, work groups, and task forces from time to time as needed to accomplish a specific task or assignment, consistent with and supportive of the mission of the Association.
- Participates in the Association’s spring and fall conferences.
- Represents and supports ACWA’s official policies and positions when acting in capacity of ACWA President.
- Represents and promotes ACWA’s purposes, policies, and goals at a variety of ACWA functions/events, including visits to member agencies for ceremonies, meetings, and retention efforts in coordination with the executive director.
• Represents and promotes ACWA’s purposes, policies, and goals at a variety of external functions/events, including speaking engagements, event participation, and news media and other contacts in coordination with the executive director.

• Performs other responsibilities assigned by the Board.

1.1.1.3 Qualification
The president shall be an elected or appointed member of the governing body or commission of a member agency of the Association at the time of his/her election.

1.1.1.4 Term of Office
The president shall be elected by the members of the Association at its fall conference in each odd-numbered year and shall take office on January 1 of the calendar year following election. The president shall hold office until December 31 of the following odd numbered year two years later or until his/her successor takes office or is appointed. An elected president shall not be permitted to succeed himself/herself to that office.

1.1.1.5 Vacancy
Should a vacancy occur in the president’s office, the ACWA vice president shall assume the duties of that office and succeed the president for the unexpired term. Should the vice president not be able to assume this role, the Board of Directors shall appoint a person to fill the office for the unexpired term thereof.

1.1.1.6 Compensation
ACWA’s president shall serve without compensation. The president shall be allowed reasonable reimbursement of expenses incurred in the performance of his/her duties while on Association business. The president will be reimbursed for expenses incurred for attending conferences, meetings, seminars, workshops or other events, which are mutually beneficial to the officer and the Association and have been authorized by either the Board of Directors or the executive director.

1.1.2 Vice President

1.1.2.1 Purpose
The vice president is an elected officer of the Association and is a voting member of the Board of Directors. The vice president is responsible to the Board of Directors and the general membership for the duties established by ACWA’s Bylaws.

1.1.2.2 Duties and Authority
Within the limits of ACWA’s Bylaws and the Duties and Authorities established for ACWA Board members, and in coordination with the executive director and president, the vice president:

• Serves as a voting member of the Board of Directors.

• Serves as a voting member of the Executive Committee.
BASIC INFORMATION FOR ACWA OFFICER NOMINEES

- Performs the duties of the president in the president’s absence.
- Succeeds the president for an unexpired term if vacancy occurs.
- Serves on ACWA/JPIA’s Executive Committee.
- Participates in the Association’s spring and fall conferences.
- Represents and supports ACWA’s official policies and positions when acting in capacity of ACWA Vice President.
- Represents and promotes ACWA’s purposes, policies, and goals at a variety of ACWA functions/events, including visits to member agencies for ceremonies, meetings, and retention efforts in coordination with the executive director.
- Represents and promotes ACWA’s purposes, policies, and goals at a variety of external functions/events, including speaking engagements, event participation, and news media and other contacts in coordination with the executive director.
- Serves as a chair/vice chair or participant on committees or task forces as appointed by the president or Board of Directors.
- Performs other responsibilities assigned by the Board or president.

1.1.2.3 Qualification
The vice president shall be an elected or appointed member of the governing body or commission of a member agency of the Association at the time of his/her election.

1.1.2.4 Term of Office
The vice president shall be elected by the members of the Association at its fall conference in each odd-numbered year and shall take office on January 1 of the calendar year following election. The vice president shall hold office until December 31 of the following odd numbered year two years later or until his/her successor takes office or is appointed.

1.1.2.5 Vacancy
Should a vacancy occur in the vice president’s office, the Board of Directors shall appoint a person to fill the office for the unexpired term thereof.

1.1.2.6 Compensation
ACWA’s vice president shall serve without compensation. The vice president shall be allowed reasonable reimbursement of expenses incurred in the performance of his/her duties while on Association business. The vice president will be reimbursed for expenses incurred for attending conferences, meetings, seminars, workshops or other events, which are mutually beneficial to the officer and the Association and have been authorized by either the Board of Directors or the executive director.
<table>
<thead>
<tr>
<th>NAME</th>
<th>REGION</th>
<th>POSITION</th>
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</thead>
<tbody>
<tr>
<td>Judy Mirbegan</td>
<td>1</td>
<td>Region Chair</td>
</tr>
<tr>
<td>Eric Larrabee</td>
<td>2</td>
<td>Region Chair</td>
</tr>
<tr>
<td>Joe Parker</td>
<td>3</td>
<td>Committee Chair</td>
</tr>
<tr>
<td>Shauna Lorance</td>
<td>4</td>
<td>Committee Chair</td>
</tr>
<tr>
<td>Lesa McIntosh</td>
<td>5</td>
<td>At-large Member</td>
</tr>
<tr>
<td>Matthew Hurley</td>
<td>6</td>
<td>Region Vice Chair</td>
</tr>
<tr>
<td>William Taube</td>
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<td>Region Chair</td>
</tr>
<tr>
<td>Stephen Cole</td>
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</tr>
<tr>
<td>Harvey Ryan</td>
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<td>Region Chair</td>
</tr>
<tr>
<td>Linda Ackerman</td>
<td>10</td>
<td>Committee Chair</td>
</tr>
<tr>
<td>Randy Record</td>
<td>9</td>
<td>Immediate Past President</td>
</tr>
<tr>
<td>Paul Kelley</td>
<td>1</td>
<td>Past President</td>
</tr>
</tbody>
</table>
SAMPLE RESOLUTION TO NOMINATE CANDIDATE FOR ACWA PRESIDENT OR VICE PRESIDENT

RESOLUTION OF THE BOARD OF DIRECTORS OF

TO NOMINATE AND SUPPORT

AS A CANDIDATE FOR THE POSITION OF ACWA ________________

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate for the Association's statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and

WHEREAS, ____________________________ has served in a leadership role as a member of the _______________ Board of Directors since _______; and

WHEREAS, (list positions held to demonstrate knowledge of water and leadership)

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the _______________ Board of Directors that ____________________ possesses all of the qualities needed to fulfill the duties of the office of ACWA ________________.

NOW, THEREFORE, BE IT RESOLVED, that the _______________ Board of Directors does hereby nominate and support ____________________ as a candidate for the office of ACWA ________________, pledging the District's support of his/her endeavors in fulfilling the duties of this office if elected.

PASSED AND ADOPTED by the _______________ Board of Directors at a regular meeting of said Board held on the __________________________ day of _____________, 2015, by the following vote:

Ayes: Directors

Noes: Directors

Absent: Directors
SAMPLE RESOLUTION TO
SUPPORT A CANDIDATE’S NOMINATION FOR
ACWA PRESIDENT OR VICE PRESIDENT CANDIDATE

RESOLUTION OF THE BOARD OF DIRECTORS OF

IN SUPPORT OF THE NOMINATION OF

AS A CANDIDATE FOR THE POSITION OF ACWA ________________

WHEREAS, ACWA has announced that a Nominating Committee has been formed to develop a slate
for the Association’s statewide positions of President and Vice President; and

WHEREAS, the individual who fills an officer position will need to have a working knowledge of water
industry issues and concerns, possess strength of character and leadership capabilities, and be experienced in
matters related to the performance of the duties of the office; and

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve
in this capacity; and

WHEREAS, ______________________________ has served in a leadership role as a
member of the __________________ Board of Directors since _______; and

WHEREAS, (list positions held to demonstrate knowledge of water and leadership)

WHEREAS,

WHEREAS,

WHEREAS, it is the opinion of the _______________ Board of Directors that _______________
possesses all of the qualities needed to fulfill the duties of the office of ACWA ________________.

NOW, THEREFORE, BE IT RESOLVED, that the _______________ Board of Directors
wholeheartedly supports _________________ for nomination as a candidate for the office of
ACWA ____________________________.

PASSED AND ADOPTED by the _______________ Board of Directors at a regular
meeting of said Board held on the _______________ day of ________________, 2015,
by the following vote:

   Ayes: Directors

   Noes: Directors

   Absent: Directors
RESOLUTION NO. 1464

RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
SUPPORTING THE NOMINATION OF
DIRECTOR KATHLEEN TIEGS AS THE ASSOCIATION OF CALIFORNIA WATER AGENCIES PRESIDENT

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

WHEREAS, the Mesa Water® Board of Directors are active participants in the Association of California Water Agencies (ACWA); and

WHEREAS, Director Kathleen Tiegs has expressed her interest in serving as the ACWA President for the 2016-2017 term; and

WHEREAS, Director Kathleen Tiegs has served in a variety of ACWA leadership positions, including Vice President of Board, member of the Local Government Committee, member of the Groundwater Committee, Vice Chair of the Federal Affairs Committee, member of the Region 9 Board, and member of ACWA/JPIA's Executive Committee; and

WHEREAS, Director Kathleen Tiegs is committed to advancing ACWA's Policy Principles and finding common ties between members to develop a long-term strategy that provides a sustainable water future for all members and their constituents.

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

Section 1. Does hereby place its full and unreserved support of the nomination of Director Kathleen Tiegs as President of the Association of California Water Agencies for the 2015-2016 term.

ADOPTED, SIGNED, and APPROVED this 13th day of August 2015 by a roll call vote.

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

______________________________
Shawn Dewane
President, Board of Directors

______________________________
Coleen L. Monteleone
District Secretary
ACTION ITEMS:

14. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to Government Codes Sections 54956.9 (d) (1) and 54954.5 (c)
Case: Synetcom Digital, Inc. vs. Mesa Water District, KDC, Inc., etc., et al
REPORTS AND INFORMATION ITEMS:

15. REPORT OF THE GENERAL MANAGER:
   - July Key Indicators Report
   - Other (no enclosure)
**Goal #1: Provide a safe, abundant, and reliable water supply**

**FY 16 Potable Production (Acre Feet)**

<table>
<thead>
<tr>
<th>Water Supply Source</th>
<th>FY2016 YTD Actual (AF)</th>
<th>FY2016 YTD Budget (AF)</th>
<th>FY2016 Annual Budget (AF)</th>
</tr>
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<tbody>
<tr>
<td>Clear Water</td>
<td>931</td>
<td>905</td>
<td>9,600</td>
</tr>
<tr>
<td>Amber Water (MWRF)</td>
<td>475</td>
<td>582</td>
<td>5,760</td>
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<tr>
<td>CPTP</td>
<td>0</td>
<td>0</td>
<td>1,000</td>
</tr>
<tr>
<td>Import</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td><strong>Total Production</strong></td>
<td><strong>1,406</strong></td>
<td><strong>1,487</strong></td>
<td><strong>16,360</strong></td>
</tr>
</tbody>
</table>

YTD actual water production (AF) through July 31, 2015

---

**Water Production by Source - 12 Month Trailing Percent of Acre Feet Produced**

- **Clear Water**
- **Amber**
- **CPTP**
- **Imported**
**Goal #1: Provide a safe, abundant, and reliable water supply**

FY15 System Water Quality – This data reflects samples taken in June

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<th>Distribution System</th>
<th>Average</th>
<th>Range</th>
<th>MCL</th>
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<tr>
<td>Chlorine Residual (mg/L) Compliance</td>
<td>1.83</td>
<td>0.31 – 2.73</td>
<td>4 RAA</td>
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<tr>
<td></td>
<td></td>
<td>Current RAA = 2.09</td>
<td></td>
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<tr>
<td>Coliform Positive % Compliance</td>
<td>0</td>
<td>0</td>
<td>5</td>
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<tr>
<td>Temperature (° F)</td>
<td>77.8</td>
<td>73 - 83</td>
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<th>Reservoir I &amp; II:</th>
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<tbody>
<tr>
<td>Chlorine Residual (mg/L)</td>
<td>1.38</td>
<td>0.32 - 2.10</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine (mg/L)</td>
<td>1.40</td>
<td>0.34 - 2.07</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia (mg/L)</td>
<td>0.35</td>
<td>0.18 - 0.49</td>
<td>None</td>
</tr>
<tr>
<td>Temperature (° F)</td>
<td>75.1</td>
<td>71 - 78</td>
<td>None</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Wells (Treated):</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual (mg/L)</td>
<td>2.36</td>
<td>2.04 - 2.66</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine (mg/L)</td>
<td>2.39</td>
<td>2.05 - 2.76</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia (mg/L)</td>
<td>0.53</td>
<td>0.44 - 0.60</td>
<td>None</td>
</tr>
<tr>
<td>Temperature (° F)</td>
<td>76.1</td>
<td>72 - 80</td>
<td>None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MWRF:</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlorine Residual (mg/L)</td>
<td>2.06</td>
<td>1.80 – 2.25</td>
<td>None</td>
</tr>
<tr>
<td>Monochloramine (mg/L)</td>
<td>2.04</td>
<td>1.84 – 2.26</td>
<td>None</td>
</tr>
<tr>
<td>Ammonia (mg/L)</td>
<td>0.54</td>
<td>0.46 - 0.61</td>
<td>None</td>
</tr>
<tr>
<td>Temperature (° F)</td>
<td>81.8</td>
<td>81 - 83</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>1.67</td>
<td>1 - 2</td>
<td>3</td>
</tr>
</tbody>
</table>

**Water Quality Calls/Investigations:**

<table>
<thead>
<tr>
<th>Total Calls</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Investigations (from calls)</td>
<td>0</td>
</tr>
</tbody>
</table>
Goal #2: Practice perpetual infrastructure renewal and improvement

Revenues of Potable Water
(in thousands)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Aug</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$4,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Sep</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$6,000</td>
<td>$6,000</td>
</tr>
<tr>
<td>Oct</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$8,000</td>
<td>$8,000</td>
</tr>
<tr>
<td>Nov</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
<tr>
<td>Dec</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$12,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Jan</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$14,000</td>
<td>$14,000</td>
</tr>
<tr>
<td>Feb</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$16,000</td>
<td>$16,000</td>
</tr>
<tr>
<td>Mar</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$18,000</td>
<td>$18,000</td>
</tr>
<tr>
<td>Apr</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$20,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>May</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$22,000</td>
<td>$22,000</td>
</tr>
<tr>
<td>Jun</td>
<td>$2,000</td>
<td>$2,000</td>
<td>$24,000</td>
<td>$24,000</td>
</tr>
</tbody>
</table>

Favorable (Unfavorable)

<table>
<thead>
<tr>
<th></th>
<th>Actual</th>
<th>Budget</th>
<th>Difference</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total YTD $</td>
<td>1,961</td>
<td>2,074</td>
<td>(113)</td>
<td>(5.4%)</td>
</tr>
</tbody>
</table>
Goal #3: Be financially responsible and transparent
Goal #4: Increase public awareness about Mesa Water® and about water

Web Site Information

<table>
<thead>
<tr>
<th>Web Site Information</th>
<th>June 2015</th>
<th>July 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visits to the web site</td>
<td>8,163</td>
<td>8,447</td>
</tr>
<tr>
<td>Unique visitors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(First time to the site)</td>
<td>4,777</td>
<td>5,134</td>
</tr>
<tr>
<td>Average per day</td>
<td>272.1</td>
<td>272</td>
</tr>
<tr>
<td>Average visit length</td>
<td>2 minutes, 35 seconds</td>
<td>2 minutes, 11 seconds</td>
</tr>
<tr>
<td>Page visited most</td>
<td>Water Conservation Ordinance</td>
<td>Mesa Water Saver</td>
</tr>
<tr>
<td>Second most visited page</td>
<td>Rebates</td>
<td>Contact</td>
</tr>
<tr>
<td>Third most visited page</td>
<td>Contact</td>
<td>Rebates</td>
</tr>
<tr>
<td>Fourth most visited page</td>
<td>Mesa Water Saver</td>
<td>Water Conservation Ordinance</td>
</tr>
<tr>
<td>Fifth most visited page</td>
<td>Payment Options</td>
<td>Payment Options</td>
</tr>
<tr>
<td>Second most downloaded file</td>
<td>NEW Shaded Division Map</td>
<td>NEW Shaded Division Map.pdf</td>
</tr>
<tr>
<td>Most active day of the week</td>
<td>Monday</td>
<td>Monday</td>
</tr>
<tr>
<td>Least active day of the week</td>
<td>Sunday</td>
<td>Saturday</td>
</tr>
</tbody>
</table>

Total visits since June 1, 2002 1,049,889

Water Vending Machine Information

<table>
<thead>
<tr>
<th>Vending Machine Location</th>
<th>Vend Measurement</th>
<th>July 2015 Vends</th>
<th>Totals Vends</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mesa Water Office</td>
<td>1 Gal</td>
<td>2,021</td>
<td>185,408</td>
</tr>
</tbody>
</table>
Goal #5: Attract and retain skilled employees

<table>
<thead>
<tr>
<th>DEPARTMENT:</th>
<th>FY 2016</th>
<th>COMMENTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BUDGET</td>
<td>FILLED</td>
</tr>
<tr>
<td>OFFICE OF THE GENERAL MANAGER:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Processes</td>
<td>1.00</td>
<td>1.00</td>
</tr>
<tr>
<td></td>
<td>1.00</td>
<td>1.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>2.00</td>
<td>2.00</td>
</tr>
<tr>
<td>ADMINISTRATIVE SERVICES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Services</td>
<td>4.75</td>
<td>4.75</td>
</tr>
<tr>
<td>Human Resources</td>
<td>2.00</td>
<td>2.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>6.75</td>
<td>6.75</td>
</tr>
<tr>
<td>CUSTOMER SERVICES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conservation</td>
<td>1.00</td>
<td>1.00</td>
</tr>
<tr>
<td>Customer Service</td>
<td>8.00</td>
<td>8.00</td>
</tr>
<tr>
<td>Information Technology</td>
<td>2.00</td>
<td>1.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>11.00</td>
<td>10.00</td>
</tr>
<tr>
<td>ENGINEERING:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>FINANCIAL SERVICES:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Reporting/ Cash Management/</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchasing/ Risk Management Accounting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4.00</td>
<td>2.00</td>
</tr>
<tr>
<td></td>
<td>3.00</td>
<td>2.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>7.00</td>
<td>4.00</td>
</tr>
<tr>
<td>PUBLIC AND GOVERNMENT AFFAIRS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outreach, Education &amp; Communications</td>
<td>2.00</td>
<td>2.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td>2.00</td>
<td>2.00</td>
</tr>
<tr>
<td>WATER OPERATIONS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supervision/Support</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>Distribution</td>
<td>10.00</td>
<td>9.00</td>
</tr>
<tr>
<td>Production</td>
<td>4.00</td>
<td>3.00</td>
</tr>
<tr>
<td>Water Quality</td>
<td>2.00</td>
<td>2.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>21.00</td>
<td>19.00</td>
</tr>
<tr>
<td>TOTAL BUDGETED POSITIONS:</td>
<td>54.75</td>
<td>48.75</td>
</tr>
<tr>
<td>INTERNS: (0.5 FTE = 1 Intern)</td>
<td>1.50</td>
<td>1.50</td>
</tr>
<tr>
<td>Subtotal</td>
<td>1.50</td>
<td>1.50</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>56.25</td>
<td>50.25</td>
</tr>
</tbody>
</table>
Goal #6: Provide outstanding customer service

Customer Calls

<table>
<thead>
<tr>
<th>Call Type</th>
<th>FY16 YTD</th>
<th>July 2015</th>
<th>YTD Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Billing Question</td>
<td>246</td>
<td>246</td>
<td>62</td>
</tr>
<tr>
<td>Service Requests</td>
<td>254</td>
<td>254</td>
<td>64</td>
</tr>
<tr>
<td>High Bill</td>
<td>117</td>
<td>117</td>
<td>29</td>
</tr>
<tr>
<td>Payments</td>
<td>351</td>
<td>351</td>
<td>88</td>
</tr>
<tr>
<td>Late Fee</td>
<td>151</td>
<td>151</td>
<td>38</td>
</tr>
<tr>
<td>Account Maintenance</td>
<td>21</td>
<td>21</td>
<td>5</td>
</tr>
<tr>
<td>On-Line Bill Pay</td>
<td>102</td>
<td>102</td>
<td>20</td>
</tr>
<tr>
<td>Water Pressure</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>No Water</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Conservation</td>
<td>523</td>
<td>523</td>
<td>131</td>
</tr>
<tr>
<td>Water Waste</td>
<td>98</td>
<td>98</td>
<td>25</td>
</tr>
<tr>
<td>Other (District info. other utility info. etc.)</td>
<td>366</td>
<td>366</td>
<td>92</td>
</tr>
<tr>
<td>Rate Increase</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Fluoridation</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL CUSTOMER CALLS</td>
<td>2233</td>
<td>2233</td>
<td>558</td>
</tr>
<tr>
<td>AVERAGE ANSWER TIME (Seconds)</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>FY16 YTD</th>
<th>July 2015</th>
<th>YTD Weekly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>9868</td>
<td>162</td>
<td>162</td>
<td>41</td>
</tr>
</tbody>
</table>
REPORTS AND INFORMATION ITEMS:

16. 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><strong>Reimbursement Date:</strong></td>
<td><strong>Description, Date</strong></td>
</tr>
<tr>
<td>06/17/15</td>
<td>ACE15 Conference, 6/8-6/10</td>
</tr>
<tr>
<td>07/13/15</td>
<td>OCWD Board Meeting, 6/3</td>
</tr>
<tr>
<td>07/13/15</td>
<td>WACO Meeting, 6/5</td>
</tr>
<tr>
<td>07/13/15</td>
<td>SWRCB Scoping Meeting, 6/9</td>
</tr>
<tr>
<td>07/13/15</td>
<td>OCWD Board Meeting, 6/17</td>
</tr>
<tr>
<td>07/13/15</td>
<td>Mesa Water® El Toro ACWA Region 10 Program, 6/18</td>
</tr>
<tr>
<td>07/20/15</td>
<td>Costa Mesa Chamber Meeting, 7/16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fred R. Bockmiller, Jr., P.E.</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reimbursement Date:</strong></td>
<td><strong>Description, Date</strong></td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Shawn Dewane</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reimbursement Date:</strong></td>
<td><strong>Description, Date</strong></td>
</tr>
<tr>
<td>07/13/15</td>
<td>Orange County Business Council Meeting, 6/9</td>
</tr>
<tr>
<td>07/13/15</td>
<td>Meeting w/Santa Margarita Water District, 6/18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>James Fisler</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reimbursement Date:</strong></td>
<td><strong>Description, Date</strong></td>
</tr>
<tr>
<td>06/15/05</td>
<td>OC Water Summit - Parking, 5/15</td>
</tr>
<tr>
<td>07/13/15</td>
<td>ISDOC Meeting, 6/2</td>
</tr>
<tr>
<td>07/13/15</td>
<td>WACO Meeting, 6/5</td>
</tr>
<tr>
<td>07/13/15</td>
<td>OCWD Producers Meeting, 6/10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ethan Temianka</th>
<th>Meetings Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reimbursement Date:</strong></td>
<td><strong>Description, Date</strong></td>
</tr>
<tr>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>
There are no support materials for this item.