



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
EXECUTIVE COMMITTEE MEETING
TUESDAY, MARCH 1, 2016 AT 12:00 PM
PANIAN CONFERENCE ROOM**

Committee Members: President Shawn Dewane, President
Ethan Temianka, Vice President
Paul E. Shoenberger, P.E., General Manager
Coleen L. Monteleone, Assistant General Manager
Denise Garcia, Executive Assistant to the General Manager

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.

PRESENTATION AND DISCUSSION ITEMS:

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

1. Fiscal Year 2016 Budget Forecast Update
2. Board Workshop Agenda
3. Water Industry Update
4. Shared Services Update
5. Ordinance No. 25, Directors' Fees

ACTION ITEMS:

None

REPORTS:

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

INFORMATION ITEMS:

9. 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.

ADJOURNMENT



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 1, 2016
SUBJECT: Fiscal Year 2016 Budget Forecast Update

RECOMMENDATION

This item is provided for discussion only.

STRATEGIC PLAN

- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase public awareness about Mesa Water® and about water.
- Goal #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

The General Manager will update the Executive Committee on the Fiscal Year 2016 Budget Forecast.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 1, 2016
SUBJECT: Board Workshop Agenda

RECOMMENDATION

Discuss the Board workshop agenda.

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

The Board workshop is planned for 8:00 a.m., Saturday, March 19, 2016, at the Mesa Water® Reliability Facility. Staff will provide a draft agenda at the Executive Committee meeting.

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. \$2000 has been expended from the Board workshop allocation.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 1, 2016
SUBJECT: Water Industry Update

RECOMMENDATION

This item is provided for discussion only.

STRATEGIC PLAN

- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase public awareness about Mesa Water® and about water.
- Goal #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

The General Manager will update the Executive Committee on various Water Industry matters.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 1, 2016
SUBJECT: Shared Services Update

RECOMMENDATION

This item is provided for discussion only.

STRATEGIC PLAN

- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase public awareness about Mesa Water® and about water.
- Goal #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

The General Manager will update the Executive Committee on Shared Services.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 1, 2016
SUBJECT: Ordinance No. 25, Directors' Fees

RECOMMENDATION

Discuss Directors' fees and, if determined, direct staff to schedule a public hearing for the April 8, 2016 Board meeting.

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

At the April 9, 2015 Board of Director's (Board) meeting, the Board adopted Ordinance No. 25 – Directors' Compensation and Expense Reimbursement – increasing the Directors' fees to \$240, to be effective July 1, 2015. Prior to this increase the Board's compensation was \$207 per meeting which was approved by the Board on October 28, 2008 and effective January 1, 2009.

BACKGROUND

At the October 31, 2008 Board Workshop, the Board directed staff to prepare an ordinance increasing Directors' fees concurrent with the District's budget cycle, thus changing from a calendar year to a fiscal year. The Water Code allows an increase of up to five percent each calendar year. Although the Water Code is silent on whether a multi-year increase can be compounded, it has been the Board's practice not to compound any increase(s).

In addition, a public hearing must be held prior to the Board taking action to increase Directors' fees. Prior to the date of the public hearing, Mesa Water is required to place an advertisement once a week for two weeks, each published with at least five days intervening between publication dates, in a local newspaper announcing the public hearing. If the Board approves the ordinance, a minimum of sixty days must elapse prior to the increase becoming effective.

DISCUSSION

The current Directors' fees amount of \$240 per meeting was approved April 9, 2015 and effective July 1, 2015. The Board reviews the topic of Directors' compensation annually.

The Board may approve an increase of up to five percent for an amount of \$252. If the Board approves an increase in 2016, the next available increase could be no sooner than one year later.



If the Board directs staff to schedule the public hearing, staff will place the required advertisements in the newspaper.

FINANCIAL IMPACT

The cost of the two ads will be approximately \$400; sufficient funds are available in the Public Agency expense budget. Should the Board approve an increase, staff will include the additional cost in the FY 2017 budget, as well as the mandatory payroll costs related Social Security (FICA), Medicare, and Workers' Compensation.

ATTACHMENTS

Attachment A: Agency Directors' Fees Survey

**BOARD OF DIRECTORS PER DIEM SURVEY
(as of January 1, 2016)**

AGENCY	PER DIEM MEETING	EFFECTIVE DATE	MAXIMUM MEETINGS PER MONTH
Yorba Linda Water District	\$150.00	January 2003	10
South Coast Water District	\$190.00	January 2006	10
El Toro Water District	\$198.00	December 2007	10
Santa Margarita Water District	\$210.00	February 2009	10
Moulton Niguel Water District	\$215.00	October 2015	10
Mesa Water District	\$240.00	April 2015	10
Orange County Water District	\$250.00	September 2015	10
Municipal Water of Orange County	\$256.55	January 2015	10
Irvine Ranch Water District	\$260.00	January 2016	10



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MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 1, 2016
SUBJECT: Future Agenda Topics and Conference Schedule

RECOMMENDATION

Review future agenda topics and conference schedule.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

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

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

REPORTS AND INFORMATION ITEMS:

7. REPORT OF THE GENERAL MANAGER:

REPORTS AND INFORMATION ITEMS:

8. DIRECTORS' REPORTS AND COMMENTS:

There are no support materials for this item.