



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, February 11, 2021
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting**

**IN AN EFFORT TO MITIGATE THE SPREAD OF COVID-19 (CORONAVIRUS), AND IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20, THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING THIS BOARD MEETING IN PERSON. MEMBERS OF THE PUBLIC MAY LISTEN AND PROVIDE PUBLIC COMMENT TELEPHONICALLY BY CALLING THE FOLLOWING NUMBER:
DIAL: (949) 207-5455
CONFERENCE ID: 130371#**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Items Not on the Agenda: Members of the public are invited to address the Board regarding items which are not on the agenda. Each speaker is limited to three minutes. The Board will set aside 30 minutes for public comments.

Items on the Agenda: 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 three minutes. The Board will set aside 60 minutes for public comments.

ITEMS TO BE ADDED, REMOVED, 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 January 14, 2021.
2. Approve attendance considerations (additions, changes, deletions).
3. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
4. Receive the Quarterly Training Report for October 1, 2020 to December 31, 2020.

PRESENTATION AND DISCUSSION ITEMS:

5. SAN DIEGO COUNTY WATER AUTHORITY:

Recommendation: Receive the presentation.



ACTION ITEMS:

6. CHANDLER & CRODDY WELLS AND PIPELINE PROJECT WELL EQUIPPING:
Recommendation: Award a contract to Gateway Pacific Contractors, Inc. in the amount of \$12,975,000 and a 10% contingency of \$1,297,500 for a total contract amount not to exceed \$14,272,500 for the equipping of Chandler Well No. 12 and Croddy Well No. 14, and authorize execution of the contract.

7. BOARD MEETING SCHEDULE:
Recommendation: Reschedule the Thursday, November 11, 2021 regular Board of Directors' meeting to Thursday, November 4, 2021.

REPORTS:

8. REPORT OF THE GENERAL MANAGER:
 - January Key Indicators Report
 - Other (no enclosure)

9. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

10. GENERAL LEGAL COUNSEL SERVICES

11. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)

12. OTHER (NO ENCLOSURE)

CLOSED SESSION:

13. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to California Government Code Section 54956.9 (d)(1)
Case: *Irvine Ranch Water District v. Orange County Water District and related cross-actions*,
Los Angeles County Superior Court Case Nos. BS168278 and BS 175192

14. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE 54957.6:
District Negotiator: General Manager
Employee Organization: District Employees



In compliance with California law and the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 631-1206. Notification 48 hours prior to the meeting will enable Mesa Water District (Mesa Water) to make reasonable arrangements to accommodate your requests.

Members of the public desiring to make verbal comments utilizing a translator to present their comments into English shall be provided reasonable time accommodations that are consistent with California law.

Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at www.MesaWater.org. If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.

ADJOURN TO AN ADJOURNED REGULAR BOARD MEETING SCHEDULED FOR TUESDAY, FEBRUARY 23, 2021 AT 3:30 P.M.



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Thursday, January 14, 2021
1965 Placentia Avenue, Costa Mesa, CA 92627
6:00 p.m. Regular Board Meeting**

| | |
|-----------------------------|--|
| CALL TO ORDER | The meeting of the Board of Directors was called to order at 6:00 p.m. by President DePasquale. |
| PLEDGE OF ALLEGIANCE | No Pledge of Allegiance was conducted. |
| Directors Present | Marice H. DePasquale President <i>(teleconference)</i> Shawn Dewane, Vice President <i>(teleconference)</i> Jim Atkinson, Director <i>(teleconference)</i> Fred R. Bockmiller, P.E., Director <i>(teleconference)</i> James R. Fidler, Director <i>(teleconference)</i> |
| Directors Absent | None |
| Staff Present | Paul E. Shoenberger, P.E., General Manager Denise Garcia, Administrative Services Manager/ District Secretary Wendy Duncan, Records Management Specialist/ Assistant District Secretary <i>(teleconference)</i> Marwan Khalifa, CPA, MBA, Chief Financial Officer/ District Treasurer Tracy Manning, Water Operations Manager <i>(teleconference)</i> Stacy Taylor, Water Policy Manager <i>(teleconference)</i> Kurt Lind, Business Administrator <i>(teleconference)</i> Celeste Carrillo, Public Affairs Coordinator <i>(teleconference)</i> Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo <i>(teleconference)</i> |
| Others Present | Jonathan Aparicio, IT Support Engineer, T2 Technology Group Dennis Albiani, Vice President, California Advocates, Inc. <i>(teleconference)</i> Anthony Molina, Legislative Advocate, California Advocates, Inc. <i>(teleconference)</i> Bryan Falconer, Customer Experience Management – Senior Advisor, Southern California Edison (SCE) <i>(teleconference)</i> Tiffani Tubbs, Account Management Advisor, SCE <i>(teleconference)</i> Jessica Fernandez, Government Relations Manager, SCE <i>(teleconference)</i> Dan Miller, Customer Care Manager, SCE <i>(teleconference)</i> |

President DePasquale stated that the Board of Directors was attending the meeting via teleconference per Governor Newsom's Executive Order N-29-20 which suspended certain provisions of the Ralph M. Brown Act.

President DePasquale stated that for each action, a roll call vote was taken in accordance with California Government Code Section 54953 (b)(2), which states, "all votes taken during a teleconferenced meeting shall be by roll call."

President DePasquale proceeded with the meeting.

RECOGNITION OF MESA WATER DISTRICT PAST PRESIDENT SHAWN DEWANE

President DePasquale recognized and thanked Immediate Past President Shawn Dewane for his contributions and service to the District

PUBLIC COMMENTS

President DePasquale asked for comments on items not on the agenda.

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

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

General Manager Shoenberger reported there were no items to be added, removed, or reordered on 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 adjourned regular Board meeting of November 10, 2020.
2. Approve minutes of regular Board meeting of December 10, 2020.
3. Approve minutes of adjourned regular Board meeting of December 17, 2020.
4. Approve attendance considerations (additions, changes, deletions).
5. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar

President DePasquale asked for comments from the Board. There were no comments.

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

MOTION

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

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

PRESENTATION AND DISCUSSION ITEMS:

6. COMMUNITY CHOICE AGGREGATION:

GM Shoenberger provided a brief overview of the topic.

Water Policy Manager Taylor introduced California Advocates, Inc.'s Vice President Dennis Albiani and Legislative Advocate Anthony Molina who provided a presentation that highlighted the following:

- What is Community Choice Aggregation (CCA)
- Pros of CCAs
- Cons of CCAs
- California Municipalities Using CCAs

Water Policy Manager Taylor introduced Southern California Edison's Customer Experience Management – Senior Advisor Bryan Falconer, Account Management Advisor Tiffani Tubbs and Government Relations Manager Jessica Fernandez who provided a presentation that highlighted the following:

- SCE Follows the CCA Code of Conduct
- Community Choice Aggregation
- SCE Business Customer Division (BCD) Perspective
- SCE's Perspective
- Helping Customers Go Green

GM Shoenberger, Ms. Taylor, Mr. Falconer and Ms. Tubbs responded to questions from the Board and they thanked them for the information.

7. STATE ADVOCACY BRIEFING:

Water Policy Manager Taylor introduced California Advocates, Inc. Vice President Dennis Albiani who provided a briefing on State Advocacy.

Mr. Albiani introduced California Advocates, Inc. Legislative Advocate Anthony Molina who provided a brief update on the State budget.

Messrs. Albiani and Molina responded to questions from the Board and they thanked them for the information.

8. INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY EXECUTIVE COMMITTEE VACANCY:

Water Policy Manager Taylor provided a brief overview of the topic.

Ms. Taylor responded to questions from the Board and they thanked her for the information.

ACTION ITEMS:

9. MESA WATER EDUCATION CENTER STUDENT EDUCATION PROGRAM:

GM Shoenberger introduced Public Affairs Coordinator Carrillo who provided a brief overview of the topic.

GM Shoenberger and Ms. Carrillo responded to questions from the Board.

President DePasquale asked for comments from the Board. There were no comments.

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

MOTION

Motion by Vice President Dewane, second by Director Fisler, to award a three-year contract to Brain Builders STEM Education, Inc. for \$95,169 to develop, market, and facilitate a student education program for the Mesa Water Education Center. Motion passed 5-0, by the following roll call vote:

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

10. ANNUAL PERFORMANCE MEASURES AND AUDITS:

GM Shoenberger introduced Business Administrator Lind who provided information on the Annual Performance Measures and Audits.

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

President DePasquale asked for comments from the Board. There were no comments.

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

MOTION

Motion by Director Atkinson, second by Vice President Dewane, to award a five-year contract to LA Consulting, Inc. in the amount of \$162,079 to conduct the annual performance audit and to formalize by resolution the process of conducting annual performance audits. Motion passed 5-0, by the following roll call vote:

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

11. PUBLIC HEARING – ORDINANCE NO. 30 – DIRECTORS COMPENSATION AND EXPENSE REIMBURSEMENT:

President DePasquale announced the Public Hearing was now opened for the purpose of receiving comments regarding a proposed change in Directors' Compensation.

District Secretary Garcia reported that public notices were posted at Mesa Water District's office kiosk and website, and at the Costa Mesa City Hall. Additionally, legal advertisements were published in the Daily Pilot on December 31, 2020 and January 7, 2021.

President DePasquale opened the floor to the Board of Directors. Comments were offered.

Attorney Anslow responded to questions from the Board.

District Secretary Garcia reported that the District had not received any written or verbal comments regarding proposed Ordinance No. 30.

President DePasquale asked for public comments. There were no members of the public present.

President DePasquale declared the public comments segment closed.

President DePasquale opened the floor for discussion by the Board. There were no comments.

President DePasquale declared the Public Hearing was closed.

MOTION

Motion by Vice President Dewane, second by Director Fisler, to adopt Ordinance No. 30 Directors Compensation and Expense Reimbursement Superseding Ordinance No. 29 setting the rate in Section 1 to \$305 effective March 15, 2021 and \$320 effective July 1, 2021 and adopting all proposed changes. Motion passed 4-1, by the following roll call vote:

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

REPORTS:

12. REPORT OF THE GENERAL MANAGER:
 - December Key Indicators Report
 - Other (no enclosure)
13. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

14. DIRECTORS' REPORTS (AB 1234) PER CA GOVERNMENT CODE SECTION 53232.3 (D)
15. OTHER (NO ENCLOSURE)

President DePasquale adjourned the meeting at 8:28 p.m. to an Adjourned Regular Board Meeting scheduled for Tuesday, January 26, 2021 at 3:30 p.m.

Approved:

Marice H. DePasquale, President

Denise Garcia, District Secretary

Unapproved



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: February 11, 2021
SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

RECOMMENDATION

In accordance with Ordinance No. 30, adopted January 14, 2021, 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 and statewide water issues.

PRIOR BOARD ACTION

At its June 11, 2020 meeting, the Board of Directors (Board) approved Fiscal Year 2021 attendance at Conferences, Seminars, Meetings, and Events.

DISCUSSION

During the discussion of this item, if any, the Board may choose to delete any item from the list and/or may choose to add additional conferences, seminars, meetings, or events for approval, subject to available budget or additional appropriation.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

2021 CONFERENCES, SEMINARS, AND MEETINGS:

| | |
|--|---|
| February 10 - 11, 2021 | |
| CalDesal Annual Conference | <i>Atkinson, Bockmiller, DePasquale, Dewane</i> |
| Virtual | |
| February 17 - 18, 2021 | |
| Urban Water Institute Spring Conference | <i>Atkinson</i> |
| Virtual | |
| February 24, 2021 | |
| ACWA Annual Washington D.C. Conference | |
| Virtual | |
| March 11, 2021 | |
| ACWA Legislative Symposium | |
| Virtual | |
| March 15 - 25, 2021 | |
| WaterReuse Conference | |
| Virtual | |
| April 6 - 8, 2021 | |
| WaterNow Alliance 6th Annual Summit | |
| Virtual | |
| April 19 - 22, 2021 | |
| California United Water Conference | |
| San Diego, CA | |
| May 12 - 13, 2021 | |
| ACWA/JPIA Spring Conference & Exhibition | |
| Virtual | |
| May 18 - 19, 2021 | |
| CSDA Legislative Days | |
| Sacramento, CA | |
| June 13 - 16, 2021 | |
| AWWA ACE21 Conference | |
| San Diego, CA | |
| July 19 - 22, 2021 | |
| Jt. CA-NV AWWA/AMTA Conference | |
| West Palm Beach, FL | |
| July 27 - 29, 2021 | |
| SWMOA Annual Symposium | |
| Pico Rivera, CA | |
| August 30 - September 2, 2021 | |
| CSDA Annual Conference | |
| Monterey, CA | |
| September 14 - 17, 2021 | |
| CAJPA Conference | |
| South Lake Tahoe, CA | |

February 2021

| February 2021 | | | | | | | March 2021 | | | | | | |
|---------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
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| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | | 28 | 29 | 30 | 31 | | | |

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|--|---|---|--|------------------------------------|----------|
| Jan 31 | Feb 1 8:30am MWDOC Planning & Operations Committee Meeting (Virtual) | 2 7:30am ISDOC Executive Committee Meeting (Virtual) 6:00pm Costa Mesa City Council Meeting (Virtual) | 3 Payday 8:30am Jt. MWDOC/MWD Workshop (Virtual) 5:30pm OCWD Board Meeting (Virtual) | 4 | 5 7:30am WACO Meeting (Virtual) | 6 |
| 7 | 8 5:00pm IRWD Board Meeting (Virtual) | 9 8:00am OCBC Infrastructure Committee (Virtual) | 10 CalDesal Annual Conference - JA, MD, SD (VIRTUAL) 8:00am LAFCO Meeting (Virtual) 8:30am MWDOC Admin and Finance 11:30am CM Chamber | 11 6:00pm Mesa Water Board Meeting | 12 Pay Period Ends | 13 |
| 14 | 15 District Holiday 8:30am CANCELED MWDOC Public Affairs & Legislation (Virtual) | 16 7:30am WACO Planning Committee (VIRTUAL) 9:30am ACC-OC Energy, Environment & Water 6:00pm Costa Mesa City Council Meeting | 17 Urban Water Institute Spring Conference (VIRTUAL) Payday 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (Virtual) | 18 8:30am MWDOC Executive Committee (Virtual) | 19 | 20 |
| 21 | 22 5:00pm IRWD Board Meeting (Virtual) | 23 3:30pm Board of Directors Committee Meeting (ZOOM) | 24 ACWA DC2021 - Washington D. C. Virtual Conference 10:30am MWDOC Water Policy Forum (VIRTUAL) | 25 | 26 Pay Period Ends | 27 |
| 28 | Mar 1 | 2 | 3 | 4 | 5 | 6 |

March 2021

| March 2021 | | | | | | | April 2021 | | | | | | |
|------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| 7 | 1 | 2 | 3 | 4 | 5 | 6 | 4 | 5 | 6 | 7 | 1 | 2 | 3 |
| 14 | 8 | 9 | 10 | 11 | 12 | 13 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 21 | 15 | 16 | 17 | 18 | 19 | 20 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 28 | 22 | 23 | 24 | 25 | 26 | 27 | 25 | 26 | 27 | 28 | 29 | 30 | |

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------------------------------|---|---|--|--|------------------------------------|----------|
| Feb 28 | Mar 1 8:30am MWDOC Planning & Operations Committee Meeting (Virtual) | 2 7:30am ISDOC Executive Committee Meeting (Virtual) 6:00pm Costa Mesa City Council Meeting (Virtual) | 3 Payday 8:30am Jt. MWDOC/MWD Workshop (Virtual) 5:30pm OCWD Board Meeting (Virtual) | 4 | 5 7:30am WACO Meeting (Virtual) | 6 |
| 7 | 8 5:00pm IRWD Board Meeting (Virtual) | 9 8:00am OCBC Infrastructure Committee (Virtual) | 10 8:00am LAFCO Meeting (Virtual) 8:30am MWDOC Admin and Finance 11:30am CM Chamber Event - "Careful" | 11 ACWA 2021 Legislative Virtual Symposium (VIRTUAL) 6:00pm Mesa Water Board Meeting | 12 Pay Period Ends | 13 |
| 14 | 15 8:30am CANCELED MWDOC Public Affairs & Legislation (Virtual) | 16 7:30am WACO Planning Committee (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (Virtual) | 17 Payday 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (Virtual) | 18 8:30am MWDOC Executive Committee (Virtual) 4:00pm Costa Mesa Chamber of | 19 | 20 |
| WaterReuse Symposium (VIRTUAL) | | | | | | |
| 21 | 22 5:00pm IRWD Board Meeting (Virtual) | 23 3:30pm Board of Directors Committee Meeting (ZOOM) | 24 | 25 | 26 Pay Period Ends | 27 |
| 28 | 29 | 30 | 31 Payday | Apr 1 | 2 | 3 |

April 2021

| April 2021 | | | | | | | May 2021 | | | | | | |
|------------|----|----|----|----|----|----|----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | 1 | 2 | 3 | | | | | | | 1 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 25 | 26 | 27 | 28 | 29 | 30 | | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| | | | | | | | 30 | 31 | | | | | |

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|--------|---|--|--|--|------------------------------------|----------|
| Mar 28 | 29 | 30 | 31 | Apr 1 | 2 7:30am WACO Meeting (Virtual) | 3 |
| 4 | 5 8:30am MWDOC Planning & Operations Committee Meeting (Virtual) | 6 WaterNow Alliance 6th Annual Summit (VIRTUAL) 7:30am ISDOC Executive Committee Meeting (Virtual) 6:00pm Costa Mesa City Council Meeting | 7 8:30am Jt. MWDOC/MWD Workshop (Virtual) 5:30pm OCWD Board Meeting (Virtual) | 8 6:00pm Mesa Water Board Meeting | 9 Pay Period Ends | 10 |
| 11 | 12 5:00pm IRWD Board Meeting (Virtual) | 13 8:00am OCBC Infrastructure Committee (Virtual) | 14 Payday 8:00am LAFCO Meeting (Virtual) 8:30am MWDOC Admin and Finance 11:30am CM Chamber | 15 8:30am MWDOC Executive Committee (Virtual) | 16 | 17 |
| 18 | 19 8:30am CANCELED MWDOC Public Affairs & Legislation (Virtual) | 20 California Untied Water Conference (San Diego, CA) 7:30am WACO Planning Committee (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (Virtual) | 21 8:30am MWDOC Board Meeting (VIRTUAL) 5:30pm OCWD Board Meeting (Virtual) | 22 | 23 Pay Period Ends | 24 |
| 25 | 26 5:00pm IRWD Board Meeting (Virtual) | 27 | 28 Payday | 29 11:30am ISDOC Quarterly Event (VIRTUAL) | 30 | May 1 |



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MEMORANDUM

TO: Board of Directors
FROM: Syndie Ly, Human Resources Manager
DATE: February 11, 2021
SUBJECT: Quarterly Training Report

RECOMMENDATION

Receive the Quarterly Training Report for October 1, 2020 to December 31, 2020.

STRATEGIC PLAN

Goal #5: Attract and retain skilled employees.

DISCUSSION

As part of the Board of Directors' (Board) approved 2020 Strategic Plan Goal #5 – Attract and retain skilled employees, Objective B is to Build Employee Skills, specifically the following:

- 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 providing quarterly training reports to the Board.

Attached is the Quarterly Training Report for October 1, 2020 to December 31, 2020. In addition to the training listed 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 the following topics:

- Understanding Distracted Driving
- Situational Awareness
- Know Your Colors, Call Before You Dig
- Take a Load Off, Tips for Safe Lifting
- Message to Self, Distracted Driving is Dangerous
- Don't Let Chemicals Get to You
- Listen Up to Protect Your Hearing
- Climb on to Ladder Safety
- Safe Use of Compressed Air
- Cutting Pipe Safely with Power Saws
- Safe Fuel Handling Practices
- Keeping Chemical Deliveries Safe
- Don't Get in a Bind with a Backhoe

The Safety Training program included the following topics:

- First Aid/CPR/AED Practical
- ICS 100, 700, SEMS
- New Hire Orientation



- Forklift Classroom
- Forklift Practical
- Trenching and Excavation
- Traffic Control and Flagger
- Pulmonary Function Test and Fit Test

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

| Distribution and Treatment Certification Renewals – Required Continuing Education Hours (within the last three years) | | | | |
|--|----------------|----------------|----------------|----------------|
| Grade 1 | Grade 2 | Grade 3 | Grade 4 | Grade 5 |
| 12 hours | 16 hours | 24 hours | 36 Hours | 36 hours |

FINANCIAL IMPACT

The cost for the training is budgeted each fiscal year, per department or in the overall safety budget.

ATTACHMENTS

Attachment A: Quarterly Training Report for October 1, 2020 to December 31, 2020



FY21 Quarterly Training Report

2nd Quarter October 1, 2020 - December 31, 2020

| Position | Department | Date of Training | Type of Training | Organization |
|---|------------------|------------------------|--|--|
| Water Quality Technician I | Operations | 9/30-10/1/2020 | Backflow Test Refresher | AWWA |
| Water Use Efficiency Analyst | Customer Service | 10/7, 10/21 & 10/28/20 | Water Smart Innovations Conference | Southern Nevada Water Authority |
| Human Resources Analysts Human Resources Manager | Human Resources | 10/15/2020 | New Changes to the CFRA - SB 1383 | Liebert Cassidy Whitmore |
| Operator II | Operations | 10/15/2020 | CVU 101-90 | Cla-Val |
| Operator I Water Quality and Compliance Supervisor Water Quality Technician I s | Operations | 10/22/2020 | WQ GIS Web Application | Carollo |
| Human Resources Analysts | Human Resources | 10/29/2020 | Public Sector Employment Law Update | Liebert Cassidy Whitmore |
| Operator II | Operations | 10/29/2020 | CVU 101-50 | Cla-Val |
| Human Resources Analyst | Human Resources | 11/12/2020 | Managing Intermittent FMLA Leave: Tips, Tricks and Strategies | J.J. Keller |
| Operator II | Operations | 11/12/2020 | CVU 101-100 | Cla-Val |
| Human Resources Analyst | Human Resources | 11/20/2020 | More About the California Family Rights Act | DFEH & Shaw Law Group |
| Customer Services Manager Customer Service Representatives II | Customer Service | 11/24/2020 | CSM Database Accuracy Update Campaign | Moran Consulting |
| Human Resources Analysts Human Resources Manager | Human Resources | 12/4/2020 | that "New Cal/OSHA COVID-19 Safety Standard: Another Burden for Employers" | Atkinson, Andelson, Loya, Ruud & Romo |
| Water Use Efficiency Analyst | Customer Service | 12/8 - 10/2020 | CalWEP Peer to Peer Conference | California Water Efficiency Partnership |
| Water Operations Manager Water Quality and Compliance Supervisor | Operations | 12/8 - 10/2020 | WQTC AND WIC | AWWA |



FY21 Quarterly Training Report

2nd Quarter October 1, 2020 - December 31, 2020

| Position | Department | Date of Training | Type of Training | Organization |
|---|------------|------------------|---|---------------------------|
| Water Quality and Compliance Supervisor | Operations | 12/10/2020 | Compliance with Lead and Copper Rule | AWWA |
| Water Quality and Compliance Supervisor | Operations | 12/15/2020 | Drinking Water Regulatory Update | Eurofins Eaton Analytical |
| Water Quality and Compliance Supervisor | Operations | 12/17/2020 | Lead Service Line Replacement Best Practices to Engage & Protect Your Community | 120Water |



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: February 11, 2021
SUBJECT: San Diego County Water Authority

RECOMMENDATION

Receive the presentation.

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 and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Ms. Sandra (Sandy) Kerl is the General Manager at the San Diego County Water Authority (SDCWA). Ms. Kerl joined SDCWA as Deputy General Manager in November 2009 and was appointed to General Manager by the Authority's Board of Directors in November 2019.

Ms. Kerl has more than 35 years of progressively responsible experience in all aspects of municipal management, including as City Manager. She has broad experience with city management, extensive knowledge of organizational issues, and a pragmatic understanding of capital project management and delivery. Ms. Kerl received her Bachelor of Political Science from California Polytechnic State University at San Luis Obispo and her Master of Business of Administration from the University of Redlands.

Ms. Kerl wishes to discuss with our Board of Directors (Board) SDCWA's perspectives on current topics impacting water agencies.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: February 11, 2021
SUBJECT: Chandler & Croddy Wells and Pipeline Project Well Equipping

RECOMMENDATION

Award a contract to Gateway Pacific Contractors, Inc. in the amount of \$12,975,000 and a 10% contingency of \$1,297,500 for a total contract amount not to exceed \$14,272,500 for the equipping of Chandler Well No. 12 and Croddy Well No. 14, and authorize execution of the contract.

STRATEGIC PLAN

Goal #1: Provide a safe, abundant, and reliable water supply.
Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its August 10, 2017 meeting, the Board of Directors (Board) awarded a contract to Tetra Tech, Inc. (Tetra Tech) for \$920,000 and a 10% contingency for an amount not to exceed \$1,012,000 to provide professional engineering design and permitting services for the West Chandler Avenue Well, the South Croddy Way Well, and the Pipeline Project.

At its September 19, 2017 meeting, the Engineering and Operations (E&O) Committee received information that a Request for Proposals for Construction Management Services was being solicited.

At its December 14, 2017 meeting, the Board authorized staff to proceed with Layout Scenario No. 3 Well Site design.

At its February 8, 2018 meeting, the Board awarded a contract with Butier Engineering, Inc. in the amount of \$972,480 and a 10% contingency for an amount not to exceed \$1,069,728 to provide professional Construction Management Services for the Chandler & Croddy Wells and Pipeline Project.

At its October 9, 2018 Board workshop, the Board received information regarding the design of the Chandler & Croddy Wells and Pipeline Project.

At its January 15, 2019 meeting, the E&O Committee received an update on the Chandler & Croddy Wells and Pipeline Project and information on the preparation of the Mitigated Negative Declaration (MND) in compliance with the California Environmental Quality Act (CEQA).

At its February 19, 2019 meeting, the E&O Committee received an update that the draft MND was prepared in accordance with CEQA guidelines and that the 30-day public review and comment period was to begin.



At its April 11, 2019 meeting, the Board conducted a public hearing and adopted Resolution No. 1522 Mitigated Negative Declaration for Well Nos. 12 and 14 and Pipeline Project.

At its May 27, 2020 meeting, the Board received information on the plan to award four contracts for the construction of the Chandler & Croddy Wells and Pipeline Project, including Demolition, Well Drilling, Well Equipping, and Pipeline Construction.

At its July 9, 2020 meeting, the Board awarded a contract to Standard Demolition Inc. for \$290,532 and a 10% contingency of \$29,053 for a total contract amount not to exceed \$319,585 for the demolition of the existing buildings at the Chandler and Croddy well site properties.

At its August 13, 2020 meeting, the Board awarded a contract to Zim Industries dba Bakersfield Well and Pump for \$2,955,632 and a 10% contingency of \$295,583 for a total contract amount not to exceed \$3,251,195 for the drilling of Chandler Well No. 12 and Croddy Well No. 14.

At its January 26, 2021 meeting, the Board approved the Contract Between Orange County Water District and Mesa Water District Regarding Construction of Wells for Santa Ana River Conservation and Conjunctive Use Program, and authorized execution of the contract.

BACKGROUND

As part of the 2014 Master Plan, the Board adopted a policy for Mesa Water District's (Mesa Water) local water supply reliability to be at least 115% of water demand. This requirement will provide Mesa Water with the additional assurance to meet its demands with local groundwater supplies during peak demand periods and when water production facilities are undergoing routine maintenance.

In March 2017, Mesa Water purchased a 0.42-acre lot containing a 10,000 square-foot industrial/commercial building at 4011 West Chandler Avenue in the City of Santa Ana. The lot is located approximately 0.6 miles outside of Mesa Water's service area and is intended to house a new well that will provide additional water supply and reliability to the District. In August 2017, Mesa Water purchased an additional property at 3120 South Croddy Way in the City of Santa Ana. This property is 0.5 acres and contains a 6,700 square foot industrial/commercial building. This new well site is approximately 0.2 miles outside the District service area. A contract for well drilling was awarded in August 2020, and drilling of the wells is in process. To offset some of the costs of the new wells, staff is working with Orange County Water District on grant funding of \$1.6MM.

DISCUSSION

The Chandler & Croddy Wells and Pipeline Project design packages are being placed into the bid and award process. Phased bid packages include the following:

1. **Demolition:** Awarded July 2020 and completed October 2020.
2. **Well Drilling:** Awarded August 2020 and drilling in process.
3. **Well Equipping/Site Work:** Request for Award in February 2021.



4. **Pipeline Construction:** Request for Award in April 2021; the Engineer’s Estimate at 90% design for the pipeline is \$3,900,000.

The Request for Bid (RFB) for well equipping was developed and sent to six recommended water well equipping contractors. Four of the six contractors attended the virtual pre-bid meeting. Bids were received from highly qualified contractors. The bids are summarized as follows:

| Rank | Bidder | Bid |
|------|-----------------------------------|--------------|
| 1 | Gateway Pacific Contractors, Inc. | \$12,975,000 |
| 2 | Pacific Hydrotech Corporation | \$13,500,200 |

The two bids are within 4% of each other, which is indicative of quality bids. However, the bids are higher than anticipated. The Engineer’s Estimate for this contract is \$9,200,000 and the Capital Improvement Program Renewal (CIPR) budget for the Well Equipping is \$7,700,000. The bids were evaluated by the project team and three major factors were found to explain the discrepancy:

1. **Current Bidding Climate** - The current bidding climate combines low interest rates with a large number of desirable projects, including local projects for treatment of per- and poly-fluorinated alkyl substances found in the north Orange County groundwater basin. These factors tend to reduce the number of available bidders/resources for each project, and drive the pricing up. This trend is expected to continue for the duration of the CIPR program.
2. **Supplier Uncertainty** - COVID-19 continues to impact the construction supply chain. Illnesses, quarantines, and workplace social distancing requirements all increase the uncertainty of receiving parts and supplies, and have driven up bid pricing.
3. **New Well Site Considerations** - The new well sites were purchased outside Mesa Water’s service area in the City of Santa Ana. While the sites are in industrial zoning, the design team has implemented a “good neighbor” philosophy in the design of the well sites. This includes containing the well pump, motors, discharge lines, electrical equipment, and back-up generators into block buildings to reduce noise and visual impact of the wells. In addition, based on the recommendations in the security system white paper, the entire well sites are surrounded by 10’ high block walls topped with standoffs. This security recommendation is expected to be retrofitted at all Mesa Water well sites.

Consideration was given to rebidding the subject project or delaying the well equipping and pipeline construction to a time period when a more advantageous bid environment existed. However, both Mesa Water’s Design and Construction Management Consultants have indicated that it is likely that:

- Costs will continue to escalate for the next several years due to the low interest rate market forecast; and
- It is possible that Mesa Water would end up with a less experienced contractor at a higher cost.

Therefore, staff recommends not rebidding the project.

Both current bidders have excellent reputations and relevant experience with similar projects. Bids were reviewed by Legal Counsel and not found to have any disqualifying irregularities. References



were checked, and excellent feedback was received on quality of construction and positive working relationships.

Staff recommends that the Board consider awarding a contract to the lowest bidder, Gateway Pacific Contractors, Inc. in the amount of \$12,975,000 and a 10% contingency of \$1,297,500 for a total contract amount not to exceed \$14,272,500 for the equipping of Chandler Well No. 12 and Croddy Well No. 14, and authorize execution of the contract.

The following table summarizes the revised cost basis for the subject project reflecting actual costs versus the previous budgeted costs:

| Construction Discipline | CIPR Budget | Actual Bid | Revised Budget ⁽¹⁾ | Variance to CIPR Budget |
|-------------------------|-----------------------------|------------------------------|-------------------------------|------------------------------|
| 1. Site Demolition | \$440,000 | \$290,532 | \$290,532 | (\$149,468) |
| 2. Well Drilling | \$2,860,000 | \$2,955,632 | \$2,955,632 | \$95,632 |
| 3. Well Equipping | \$7,700,000 | \$12,975,000 | \$12,975,000 | \$5,275,000 |
| 4. Pipeline | \$2,970,000 | TBD | \$3,900,000 ⁽²⁾ | \$930,000 |
| 5. SARCCUP Grant | - | (\$1,575,140) ⁽³⁾ | (\$1,575,140) ⁽³⁾ | (\$1,575,140) ⁽³⁾ |
| Total | \$13,970,000 ⁽⁴⁾ | TBD | \$18,546,024 | \$4,576,024 |

Notes:

- 10% contingency for the construction contracts not included.
- Current Engineer's Estimate.
- Grant funding from OCWD's SARCCUP was not included in the original CIPR budget.
- Construction estimates only; does not include Engineering or Construction Management Contracts awarded prior to the CIPR program conception.

As a result of the increased construction costs of approximately \$4,600,000, CIPR program projects will be reviewed and reprioritized. To ensure CIPR Program expenditures are maintained within budget, construction of some of the lower priority projects will be moved outside of the CIPR funding period and taken on in later years.

FINANCIAL IMPACT

In Fiscal Year 2021, \$7,283,650 is budgeted for the Chandler & Croddy Wells and Pipeline Project; \$465,772 has been spent to date.

| | Project Estimate Amounts | Project Cost Amounts |
|---------------------------------|-----------------------------|----------------------------|
| Initial Project Estimate (2021) | \$ 17,200,000 | |
| Original Contracts | | \$ 5,138,644 |
| Change/Task Orders | | \$ 507,200 |
| Requested Funding | | <u>\$ 12,975,000</u> |
| Revised Contracts | | <u>\$ 18,620,844</u> |
| Actual Spent to Date | | \$ 1,551,126 |
| Revised Project Estimate | \$ 22,520,844 | |



ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: February 11, 2021
SUBJECT: Board Meeting Schedule

RECOMMENDATION

Reschedule the Thursday, November 11, 2021 regular Board of Directors' meeting to Thursday, November 4, 2021.

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 and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Annually, the Board of Directors reviews the calendars to set the date and time for the meetings to be held the upcoming year.

The regular Board meeting scheduled for Thursday, November 11, 2021 falls on the District-observed holiday of Veterans Day. Due to an anticipated lack of a quorum, staff recommends rescheduling the November Board meeting to Thursday, November 4, 2021 at 6:00 p.m.

Following are the proposed 2021 Board of Directors' meeting dates; in the case that the date has a conflict or is scheduled on a holiday, the meeting will move to the week before (as noted with an asterisk below):

- March 11
- April 8
- May 13
- June 10
- July 8
- August 12
- September 9
- October 14
- November 11* – *reschedule to Thursday, November 4*
- December 9



FINANCIAL IMPACT

None.

ATTACHMENTS

None.

REPORTS:

8. REPORT OF THE GENERAL MANAGER:
 - January Key Indicators Report
 - Other (no enclosure)

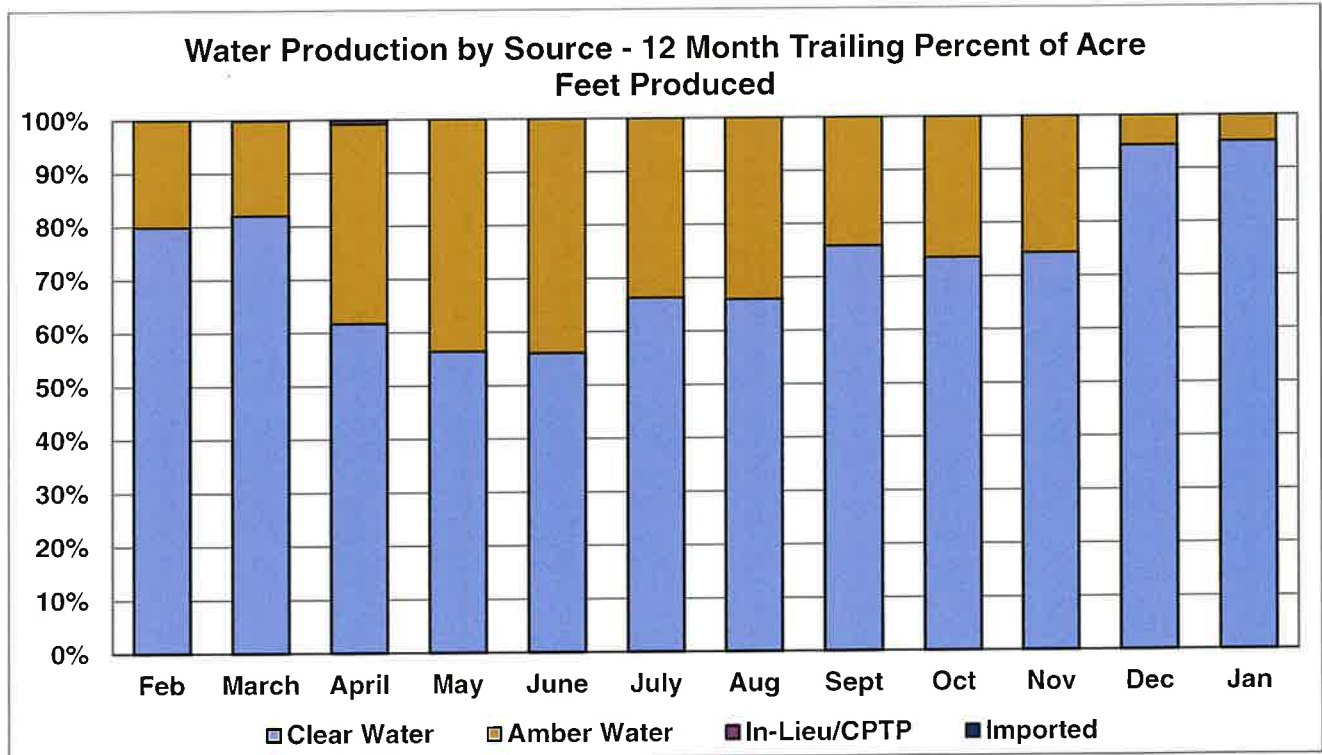
**Monthly Key Indicators Report
For The Month of January 2021**

Goal #1: Provide a safe, abundant, and reliable water supply

FY 2021 Potable Production (Acre Feet)

| Water Supply Source | FY 2021 YTD Actual (AF) | FY 2021 YTD Budget (AF) | FY 2021 Annual Budget (AF) |
|-------------------------------|--|--|---|
| Clear Water | 7,604 | 7,357 | 12,160 |
| Amber Water (MWRP) | 2,321 | 2,035 | 3,636 |
| Imported | 0 | 0 | 0 |
| Basin Management Water | 0 | 0 | 0 |
| Total Production | 9,925 | 9,392 | 15,796 |

YTD actual water production (AF) through January 31, 2021



**Monthly Key Indicators Report
For The Month of January 2021**

Goal #1: Provide a safe, abundant, and reliable water supply

FY21 System Water Quality – This data reflects samples taken in December

| Distribution System: | Average | Range | MCL |
|---|----------------|--|------------|
| Chlorine Residual (mg/L) <i>Compliance</i> | 1.81 | 0.21 – 2.72 Current RAA = 1.72 | 4 RAA |
| Coliform Positive % <i>Compliance</i> | 0 | 0 | 5 |
| Temperature (° F) | 70 | 62 – 76 | None |

| Reservoir I & II: | Average | Range | MCL |
|------------------------------|----------------|--------------|------------|
| Chlorine Residual (mg/L) | 0.99 | 0.23 – 1.94 | None |
| Monochloramine (mg/L) | 0.96 | 0.21 – 1.76 | None |
| Ammonia (mg/L) | 0.24 | 0.09 - 0.46 | None |
| Temperature (° F) | 68 | 63 – 74 | None |

| Wells (Treated): | Average | Range | MCL |
|--------------------------|----------------|--------------|------------|
| Chlorine Residual (mg/L) | 2.78 | 2.25 – 3.34 | None |
| Monochloramine (mg/L) | 2.75 | 2.11 – 3.34 | None |
| Ammonia (mg/L) | 0.63 | 0.52 – 0.81 | None |
| Temperature (° F) | 69 | 61 – 79 | None |

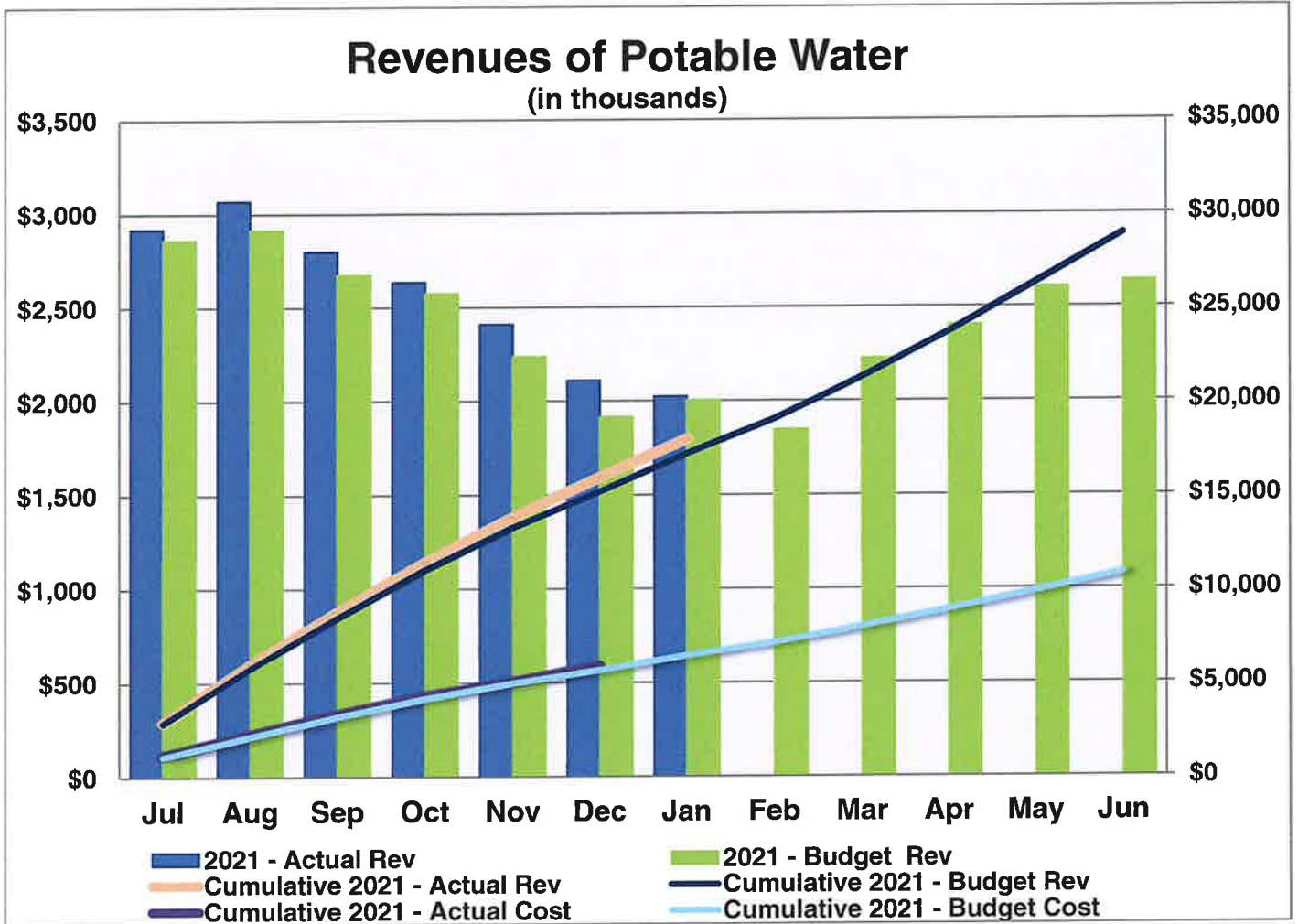
| MWRF: | Average | Range | MCL |
|------------------------------|----------------|--------------|------------|
| Chlorine Residual (mg/L) | 2.40 | 2.03 – 2.91 | None |
| Monochloramine (mg/L) | 2.41 | 2.03 – 3.03 | None |
| Ammonia (mg/L) | 0.56 | 0.53 – 0.58 | None |
| Temperature (° F) | 74 | 68 – 78 | None |
| Color (CU) <i>Compliance</i> | ND | ND | 15 |
| Odor (TON) <i>Compliance</i> | ND | ND | 3 |

Water Quality Calls/Investigations:

| | |
|-----------------------------------|---|
| Total Calls | 3 |
| Total Investigations (from calls) | 1 |

**Monthly Key Indicators Report
For The Month of January 2021**

Goal #2: Practice perpetual infrastructure renewal and improvement



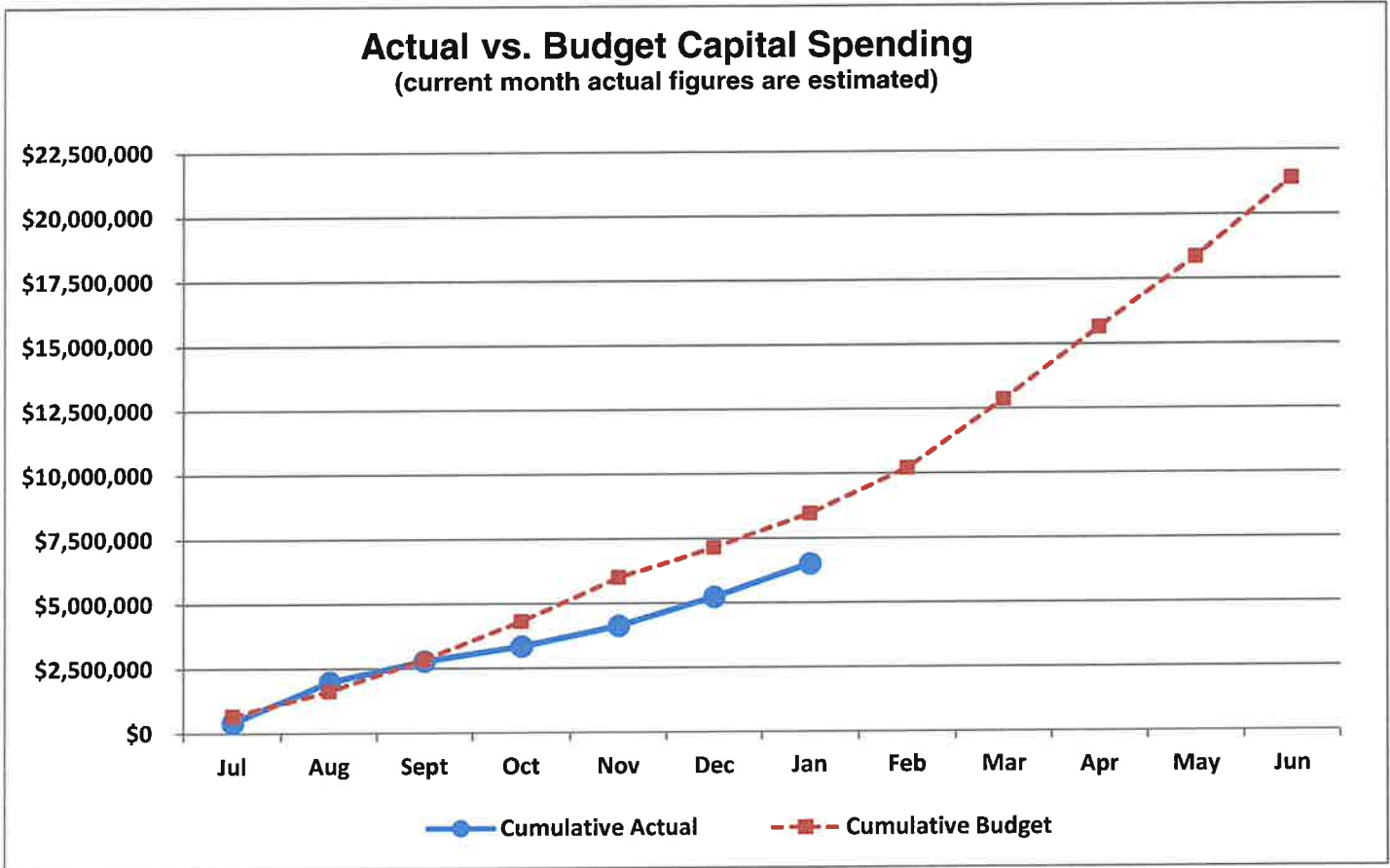
| | Actual | Budget | Favorable (Unfavorable) | |
|----------------------|------------|------------|-------------------------|-------|
| | | | Difference | % |
| Total YTD Revenue \$ | 17,964,059 | 17,180,664 | 783,395 | 4.56% |

| | Actual | Budget | UnFavorable (Favorable) | |
|---------------------|-----------|-----------|-------------------------|-------|
| | | | Difference | % |
| Total YTD Cost \$ * | 5,875,786 | 5,674,756 | 201,030 | 3.54% |

* YTD Cost is trailing YTD Revenue by one month due to the timing of when costs are available.

Monthly Key Indicators Report
For The Month of January 2021

Goal #3: Be financially responsible and transparent



**Monthly Key Indicators Report
For The Month of January 2021**

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

Web Site Information

| Web Site Information | December 2020 | January 2021 |
|---|--|--|
| Visits to the web site | 10074 | 11096 |
| Unique visitors (First time to the site) | 8163 | 9084 |
| Average per day | 325 | 358 |
| Average visit length | 44 seconds | 42 seconds |
| Page visited most | Press Releases | Press Releases |
| Second most visited page | Home Page | Online Bill Pay |
| Third most visited page | Online Bill Pay | Human Resources |
| Fourth most visited page | Human Resources | Rates and Fees |
| Fifth most visited page | Rates and Fees | About/Organization |
| Most downloaded file | Standard Specifications and Standard Drawings for the Construction of Water Facilities | 2020 Water Quality Report |
| Second most downloaded file | 2020 Water Quality Report | Standard Specifications and Standard Drawings for the Construction of Water Facilities |
| Most active day of the week | Tuesday | Friday |
| Least active day of the week | Sunday | Monday |

| | |
|--|-------------------------|
| Total visits since July 1, 2002 | <u>1,487,947</u> |
|--|-------------------------|

Water Vending Machine Information

| Vending Machine Location | Vend Measurement | January 2021 Vends | Totals Vends |
|---------------------------------|-------------------------|---------------------------|---------------------|
| Mesa Water Office | 1 gal | 6,364 | 478,919 |

**Monthly Key Indicators Report
For the Month of January 2021**

Goal #5: Attract and retain skilled employees

| DEPARTMENT: | FY 2020 | | | COMMENTS: |
|---------------------------------------|--------------|--------------|-------------|---|
| | BUDGET | FILLED | VACANT | |
| OFFICE OF THE GENERAL MANAGER: | | | | |
| General Manager | 1.00 | 1.00 | 0.00 | |
| Business Administrator | 1.00 | 1.00 | 0.00 | |
| Subtotal | 2.00 | 2.00 | 0.00 | |
| ADMINISTRATIVE SERVICES: | | | | |
| Administrative Services | 5.00 | 5.00 | 0.00 | |
| Subtotal | 5.00 | 5.00 | 0.00 | |
| CUSTOMER SERVICES: | | | | |
| Conservation | 1.00 | 1.00 | 0.00 | |
| Customer Service | 4.00 | 4.00 | 0.00 | |
| Subtotal | 5.00 | 5.00 | 0.00 | |
| ENGINEERING: | | | | |
| Engineering | 5.00 | 5.00 | 0.00 | |
| Subtotal | 5.00 | 5.00 | 0.00 | |
| WATER POLICY: | | | | |
| Legislative & Governmental Affairs | 1.50 | 1.50 | | |
| Subtotal | 1.50 | 1.50 | 0.00 | |
| FINANCIAL SERVICES: | | | | |
| Financial Reporting/ Purchasing | 4.00 | 4.00 | 0.00 | |
| Accounting | 1.00 | 1.00 | 0.00 | |
| Subtotal | 5.00 | 5.00 | 0.00 | |
| HUMAN RESOURCES: | | | | |
| Human Resources | 3.00 | 3.00 | 0.00 | |
| Subtotal | 3.00 | 3.00 | 0.00 | |
| PUBLIC AFFAIRS: | | | | |
| Outreach, Education & Communications | 1.50 | 1.50 | 0.00 | |
| Subtotal | 1.50 | 1.50 | 0.00 | |
| WATER OPERATIONS: | | | | |
| Supervision/Support | 7.00 | 7.00 | 0.00 | |
| Distribution | 10.00 | 9.00 | 1.00 | Sr. Operator - vacant; recruitment in process. |
| Field Customer Service | 4.00 | 4.00 | 0.00 | |
| Production | 3.00 | 3.00 | 0.00 | |
| Water Quality | 2.00 | 1.00 | 1.00 | Water Quality Technician I/II - vacant; recruitment in process. |
| Subtotal | 26.00 | 24.00 | 2.00 | |
| * TOTAL BUDGETED POSITIONS: | 54.00 | 52.00 | 2.00 | |

**Monthly Key Indicators Report
For The Month of January 2021**

Goal #6: Provide outstanding customer service

Customer Calls

| Call Type | FY21 YTD | January 2021 | YTD Weekly Average |
|---|---------------------|-------------------------|-----------------------------------|
| General Billing Question | 716 | 60 | 23 |
| Service Requests | 949 | 168 | 31 |
| High Bill | 922 | 118 | 30 |
| Payments | 1070 | 62 | 35 |
| Late Fee | 104 | 9 | 3 |
| Account Maintenance | 768 | 85 | 25 |
| On-Line Bill Pay | 1424 | 156 | 46 |
| Water Pressure | 27 | 3 | 1 |
| No Water | 258 | 41 | 8 |
| Conservation | 111 | 19 | 4 |
| Water Waste | 36 | 5 | 1 |
| Other (District info. other utility info. etc.) | 1720 | 196 | 55 |
| Rate Increase | 65 | 10 | 2 |
| Fluoridation | 4 | 0 | 0 |
| TOTAL CUSTOMER CALLS | 8174 | 932 | 264 |
| AVERAGE ANSWER TIME (Seconds) | 69 | 103 | 69 |

Online Bill Pay Customers

| Current Customers Enrolled | FY 2021 YTD | January 2021 | YTD Weekly Average |
|-----------------------------------|--------------------|---------------------|---------------------------|
| 14,686 | 1725 | 231 | 56 |

REPORTS:

9. DIRECTORS' REPORTS AND COMMENTS



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: February 11, 2021
SUBJECT: General Legal Counsel Services

RECOMMENDATION

This item is provided for information.

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 and statewide water issues.

PRIOR BOARD ACTION

First included in the 2013 Strategic Plan, one of the five components of Goal #3, Objective D states, "Prohibit evergreen contracts." Upon further discussion, at its March 21, 2015 workshop, the Board delved more deeply into the review of Mesa Water's support services' contracts. The Board directed staff to administer a competitive selection process for services that had not been competitively selected at that time, including: Legal Services, Water Industry Advocates, Reproduction Services, Electrical Maintenance/Repair, and Electrical Maintenance.

At its October 21, 2016 meeting, after an extensive selection process, the Board of Directors (Board) retained the firm of Bowie, Arneson, Wiles & Giannone as Mesa Water District's (Mesa Water®) General Legal Counsel Services and authorized the General Manager to sign a five-year contract, which included key staff provisions for the firm to follow.

At its December 19, 2017 meeting, the Engineering and Operations (E&O) Committee approved a general legal services contract agreement with Atkinson, Andelson, Loya, Ruud & Romo, effective January 1, 2018, on the same terms entered into with Bowie, Arneson, Wiles & Giannone in 2016.

At its July 11, 2019 meeting, the Board amended the General Legal Services contract with Atkinson, Andelson, Loya, Ruud & Romo to revise the fee schedule, effective July 1, 2019.

DISCUSSION

Mesa Water District (Mesa Water®) is highly effective in managing its business functions and practices. Mesa Water uses a robust business model that focuses on managing the District's core processes with internal staff while using supplemental support services for activities that are not performed on a routine basis or that require expertise that internal staff cannot provide. General Legal Counsel is one such example.



Since January 1, 2018, Atkinson, Andelson, Loya, Ruud & Romo (AALRR) has represented Mesa Water as General Legal Counsel; their primary role is to independently represent the District while providing expert legal advice to the Board, General Manager, and other designated staff.

AALRR's contract is set to expire on October 31, 2021. The Board has given direction to both periodically and competitively procure ongoing contracts. Staff is beginning to prepare a Request for Proposal (RFP) to competitively select a vendor for General Legal Counsel Services.

The procurement process for General Legal Counsel Services is as follows:

- Upon receipt of proposals, staff will review and provide the Board with rankings;
- The Board will provide direction to staff on which firms will be interviewed; and
- The Board will conduct interviews and make a final selection.

The selected law firm will be expected to provide a broad range of general legal services, including but not limited to Brown Act compliance, ethics, environmental law, eminent domain, contract law, public works contracts, bidding and construction law, special district operations, legislative and regulatory advocacy, recycled and desalinated water regulation and permitting, operations and procedure of Local Agency Formation Commission (LAFCO), regulation of groundwater (and associated pumping charges), and general litigation. An operational knowledge of the roles and functions of the Association of California Water Agencies (ACWA), California Department of Water Resources (DWR), State Water Project (SWP), Metropolitan Water District of Southern California (MWD), Municipal Water District of Orange County (MWDOC), Orange County Water District (OCWD), State Water Resources Control Board (SWRCB), Santa Ana Regional Water Quality Control Board (RWQCB) and the SWRCB Drinking Water Division is essential to successfully performing the role as General Legal Counsel to the District.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

**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.

Jim Atkinson **Meetings Attended**

| Reimbursement Date: | Description, Date |
|---------------------|-------------------|
| N/A | |

Fred R. Bockmiller, P.E. **Meetings Attended**

| Reimbursement Date: | Description, Date |
|---------------------|-------------------|
| N/A | |

Marice H. DePasquale **Meetings Attended**

| Reimbursement Date: | Description, Date |
|---------------------|-------------------|
| N/A | |

Shawn Dewane **Meetings Attended**

| Reimbursement Date: | Description, Date |
|---------------------|-------------------|
| N/A | |

James R. Fisler **Meetings Attended**

| Reimbursement Date: | Description, Date |
|---------------------|-------------------|
| N/A | |

There are no support materials for this item.

CLOSED SESSION:

13. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION:
Pursuant to California Government Code Section 54956.9 (d)(1)
Case: *Irvine Ranch Water District v. Orange County Water District and related cross-actions*
Los Angeles County Superior Court Case Nos. BS168278 and BS175192

CLOSED SESSION:

14. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE 54957.6:
District Negotiator: General Manager
Employee Organization: District Employees