



*Dedicated to  
Satisfying our Community's  
Water Needs*

**MINUTES OF THE BOARD OF DIRECTORS  
MESA WATER DISTRICT  
Wednesday, September 13, 2023  
1965 Placentia Avenue, Costa Mesa, CA 92627  
4:30 p.m. Regular Board Meeting**

**CALL TO ORDER**

The meeting of the Board of Directors was called to order at 4:30 p.m. by President Dewane.

**PLEDGE OF ALLEGIANCE**

Vice President DePasquale led the Pledge of Allegiance.

**Directors Present**

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

**Directors Absent**

None

**Staff Present**

Paul E. Shoenberger, P.E., General Manager  
Denise Garcia, Chief Administrative Officer/  
District Secretary  
Marwan Khalifa, CPA, MBA, Chief Financial Officer/  
District Treasurer  
Tracy Manning, Chief Operating Officer  
Andrew D. Wiesner, P.E., District Engineer  
Stacy Taylor, Water Policy Manager  
Tyler Jernigan, Assistant Water Operations Manager  
Kurt Lind, District Business Administrator  
Kaitlyn Norris, Public Affairs Specialist  
Celeste Carrillo, Senior Public Affairs Specialist  
Jeff Hoskinson, Partner, Atkinson, Andelson, Loya, Ruud &  
Romo

**Others Present**

None

**PUBLIC COMMENTS**

President Dewane asked for public comments on items not on the agenda.

There was no public present and President Dewane 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:**

1. Approve minutes of regular Board meeting of August 9, 2023.
2. Approve minutes of regular Board meeting of August 23, 2023.
3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
  - Conferences, Seminars, and Meetings
  - Board Calendar
  - Upcoming Community Outreach Events

## **MOTION**

Motion by Director Atkinson, second by Director Bockmiller, to approve Items 1 – 4 of the Consent Calendar. Motion passed 5 – 0.

## **PRESENTATION AND DISCUSSION ITEMS:**

### **5. WATER PRODUCTION RESOURCES FOR A PERPETUAL AGENCY:**

Assistant Water Operations Manager Jernigan provided a presentation that highlighted the following:

- Production System Operations Plan (PSOP) Overview
- Standard Operating Procedures (SOPs)
- PDO Checklist, Chemical Forecaster, Weekly Checklist, Monthly Checklist
- Efficiently Managing Water Supply
- BLUE PLAN-IT
- Perpetually Renew and Improve Our Infrastructure

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

### **6. MESA WATER EDUCATION CENTER GRAND OPENING:**

Senior Public Affairs Specialist Carrillo and Public Affairs Specialist Norris provided a presentation that highlighted the following:

- Public Relations Plan and Schedule of Events
- Timeline
- Board Preview
- Employee Preview
- 5<sup>th</sup> Grade Teacher Preview Event
- Fieldtrip Program
- Media Day
- VIP Ribbon Cutting
- VIP Ribbon Cutting Run of Show
- VIP Ribbon Cutting Invite List
- Community Open House

Mses. Carrillo and Norris responded to questions from the Board and they thanked them for the presentation.

**RECESS**

President Dewane declared a recess at 5:20 p.m.

The Board meeting reconvened at 5:26 p.m.

7. PROCEDURE FOR WILL-SERVE LETTERS:

District Engineer Wiesner provided a presentation that highlighted the following:

- Proposed Will-Serve Letter Procedure

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

8. POTABLE AND RECYCLED WATER RATES:

Chief Financial Officer Khalifa provided a presentation that highlighted the following:

- Strategic Plan Goals
- 2021 Rate Study Inflationary Assumptions
- Consumer Price Index – Los Angeles
- Engineering News Record – Construction Cost Index
- Current Inflationary Assumptions
- Utility Rates vs. Other Goods
- FY 2023 – 2032 Expense Forecast
- Rate Scenarios
- Scenario #1, Days Cash, Cash on Hand
- Scenario #2, Days Cash, Cash on Hand
- Scenario #3, Days Cash, Cash on Hand
- Scenario Recap

Discussion ensued amongst the Board.

The Board gave direction to staff to proceed with Scenario #2.

CFO Khalifa responded to questions from the Board and they thanked him for the presentation.

9. PREFERENCE TO BUY AMERICAN-MADE MANUFACTURED GOODS:

CFO Khalifa provided a review of the topic.

Discussion ensued amongst the Board.

The Board gave direction to staff to agendize this topic at a future meeting.

CFO Khalifa responded to questions from the Board and they thanked him for the discussion.

**ACTION ITEMS:**

10. SCADA CONTROL ROOM AND WET LAB UPGRADE PROJECT:

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to approve an increased contingency for Hamel Contracting Inc.'s contract for construction of the SCADA Control Room and Wet Lab Upgrade Project for an amount not to exceed \$600,000, and authorized staff to execute construction change orders. Motion passed 5 – 0.

**REPORTS:**

11. REPORT OF THE GENERAL MANAGER

12. DIRECTORS' REPORTS AND COMMENTS

**INFORMATION ITEMS:**

13. CLAIM OF LINDA DIXON

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

**RECESS**

President Dewane declared a recess at 6:50 p.m.

The Board meeting reconvened at 6:53 p.m.

President Dewane announced the Board was going into Closed Session at 6:54 p.m.

**CLOSED SESSION:**

15. CONFERENCE WITH SPECIAL LEGAL COUNSEL – EXISTING LITIGATION:  
Pursuant to California Government Code Sections 54956.9(a) and 54957.1(a)(2) – based on existing facts and circumstances, the Board is meeting with Special Legal Counsel.  
Number of Cases: 1

The Board returned to Open Session at 7:00 p.m.

District Secretary Garcia announced that the Board conducted one Closed Session with the General Manager, District Secretary, Chief Financial Officer, Chief Operating Officer, District Engineer and District Business Administrator pursuant to California Government Code Sections 54956.9(a) and 54957.1(a)(2). The Board received information and there was no further announcement.

*Mesa Water Regular Board Meeting of September 13, 2023*

President Dewane adjourned the meeting at 7:02 p.m. to a Regular Board Meeting scheduled for Wednesday, September 27, 2023 at 4:30 p.m.

Approved:

DocuSigned by:

*Shawn Dewane*

Shawn Dewane, President

DocuSigned by:

*Denise Garcia*

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer