



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Wednesday, January 10, 2024
1965 Placentia Avenue, Costa Mesa, CA 92627
4:30 p.m. Regular Board Meeting**

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 appearing on the posted agenda. Each speaker shall be limited to three minutes. The Board will set aside 30 minutes for public comments for items not appearing on the posted agenda.

Items on the Agenda: Members of the public shall be permitted to comment on agenda items before action is taken, or after the Board has discussed the item. Each speaker shall be limited to three minutes. The Board will set aside 60 minutes for public comments for items appearing on the posted agenda.

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 adjourned regular Board meeting of October 30, 2023.
2. Approve minutes of regular Board meeting of November 8, 2023.
3. Approve minutes of regular Board meeting of December 13, 2023.
4. Approve attendance considerations (additions, changes, deletions).
5. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
6. Ratify the 2024 Board Committee & Other Agency Liaison Assignments.

PRESENTATION AND DISCUSSION ITEMS:

7. MESA WATER EDUCATION CENTER EVENT:

Recommendation: Discuss and take action as the Board desires.



ACTION ITEMS:

8. APPOINTMENT OF ASSISTANT DISTRICT TREASURER:

Recommendation:

- a. Appoint Tyler Jernigan as Assistant District Treasurer, effective January 10, 2024; and
- b. Authorize a prorated stipend of \$220 per meeting for the Assistant District Treasurer when acting in the role of the District Treasurer, as previously authorized by the Board of Directors.

9. EMPLOYEE RETIREMENT EVENTS:

Recommendation: Adopt Resolution No. 1586 Establishing Guidelines for Employee Retirement Events Superseding Resolution No. 1400.

REPORTS:

10. REPORT OF THE GENERAL MANAGER

11. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

12. FREE CHLORINE CONVERSION

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

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 call the District Secretary at (949) 631-1205. 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 using 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 A REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, JANUARY 24, 2024 AT 4:30 P.M.



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Monday, October 30, 2023
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Adjourned Regular Board Meeting**

CALL TO ORDER

The meeting of the Board of Directors was called to order at 3:30 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

Directors Absent

James R. Fidler, Director

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
Kurt Lind, District Business Administrator

Others Present

None

PUBLIC COMMENTS

President Dewane asked for public comments.

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.

ACTION ITEMS:

1. **REGIONAL WATER ISSUES:**

Chief Operating Officer Manning and District Engineer Wiesner provided a presentation that highlighted the following:

- PFAS Conditions and Status:
 - Current Regulatory Status
 - Proposed Federal Regulations
 - Historical Data
 - What Does the Data Mean?
 - Well Sites
 - Well Site Trace Results
 - Next Steps
- Mesa Water Supply:
 - Local groundwater Supply Improvement Project (Local SIP)

COO Manning and District Engineer Wiesner responded to questions from the Board and they thanked them for the presentation.

No action was taken on this item.

2. BUSINESS IMPROVEMENT PROCESS:

GM Shoenberger provided a presentation that highlighted the following:

- Mesa Water has Great Processes
- Mesa Water Believes in a Perpetual Agency Business Model
- Mesa Water Performs Four Annual Audits
- Formalizing the BIPI Process
- Mesa Water's Completed Business Management Process

GM Shoenberger responded to questions from the Board and they thanked him for the presentation.

MOTION

Motion by President Dewane, second by Vice President DePasquale, to direct staff to draft a resolution formalizing the Business Improvement Process. Motion passed 4 – 1, with Director Fisler absent.

3. MESA WATER EDUCATION CENTER EVENT:

GM Shoenberger provided a brief overview of the topic.

Discussion ensued amongst the Board.

GM Shoenberger responded to questions from the Board and they thanked him for the information.

The Board directed staff to refine the Ribbon Cutting invite list for the Board's consideration.

4. FISCAL YEAR 2023 STRATEGIC PLAN:

Item taken later in the agenda.

REPORTS:

5. REPORT OF THE GENERAL MANAGER
6. DIRECTORS' REPORTS AND COMMENTS

ITEM 4 – FISCAL YEAR 2023 STRATEGIC PLAN:

GM Shoenberger provided an overview of the status of the Fiscal Year 2023 Strategic Plan.

GM Shoenberger responded to questions from the Board and they thanked him for the information.

No action was taken on this item.

RECESS

President Dewane declared a recess at 5:51 p.m.

The Board meeting reconvened at 5:54 p.m.

President Dewane announced the Board was going into Closed Session at 5:54 p.m.

CLOSED SESSION:

7. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
TITLE: GENERAL MANAGER

The Board returned to Open Session at 6:23 p.m.

GM Shoenberger announced the Board conducted one Closed Session with the General Manager pursuant to California Government Code Section 54957.6. Action will be taken under Item 8.

ACTION ITEMS (CONT.):

8. ANNUAL PERFORMANCE EVALUATION FOR THE GENERAL MANAGER:

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to approve a 5.4873% increase to the General Manager's base salary, effective September 22, 2023, and a one-time performance incentive of 5.552%, payable for the pay period ending December 28, 2023. Motion passed 4 – 1, with Director Fisler absent.

President Dewane adjourned the meeting at 6:25 p.m. to a Regular Board Meeting scheduled for Wednesday, November 8, 2023 at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer

Unapproved



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, November 8, 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

Director Fisler led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Jim Atkinson, Director
Fred R. Bockmiller, P.E., Director
James R. Fisler, Director

Directors Absent

Marice H. DePasquale, Vice President

Staff Present

Paul E. Shoenberger, P.E., General Manager
Wendy Duncan, Records Management Specialist/
Acting District Secretary
Marwan Khalifa, CPA, MBA, Chief Financial Officer/
District Treasurer
Andrew D. Wiesner, P.E., District Engineer
Stacy Taylor, Water Policy Manager
Tyler Jernigan, Assistant Water Operations Manager
Kurt Lind, District Business Administrator
Celeste Carrillo, Senior Public Affairs Specialist
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Brandon Pensick, Senior Vice President, Ferreira Construction Co., Inc.
Tim McLarney, Ph.D., President, True North Research, Inc.
Kimera Hobbs, Senior Consultant, Moran Consulting, Inc.
Riley Greenlee, CPA, Assurance Manager, Lance, Soll & Lunghard, LLP

PUBLIC COMMENTS

President Dewane asked for public comments.

President Dewane acknowledged Ferreira Construction Co., Inc. Senior Vice President Brandon Pensick. Mr. Pensick addressed the Board regarding the payment process for work done at the Chandler & Croddy Wells.

The comments were received and President Dewane proceeded with the meeting.

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

General Manager Shoenberger reported a Closed Session Item and corresponding Action Item arose after the November 8, 2023 agenda was posted. GM Shoenberger recommended adding Item 22 – Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to California Government Code Section 54956.9(d)(4), Number of Matters: 1 and Action Item 23 – Chandler & Croddy Wells and Pipeline Project.

GM Shoenberger also stated staff would like to defer Item 21 to the January 10, 2024 Board meeting, when the full Board will be present to address the Closed Session Item.

President Dewane requested the addition of Item 14A – Mastering Water Efficient Landscapes Workshop.

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

MOTION

Motion by Director Bockmiller, second by Director Atkinson, to:

- a. Add Closed Session Item 22 – Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to California Government Code Section 54956.9(d)(4), Number of Matters: 1 and Action Item 23 – Chandler & Croddy Wells and Pipeline Project;
- b. Defer Item 21 to the January 10, 2024 Board meeting, when the full Board will be present to address the Closed Session Item; and
- c. Add Item 14A – Mastering Water Efficient Landscapes Workshop.

Motion passed 4 – 1, with Vice President DePasquale absent.

CONSENT CALENDAR ITEMS:

1. Approve minutes of regular Board meeting of October 11, 2023.
2. Approve minutes of regular Board meeting of October 25, 2023.
3. Approve attendance considerations (additions, changes, deletions).
4. Board Schedule:
 - Conferences, Seminars, and Meetings
 - Board Calendar
 - Upcoming Community Outreach Events
5. Receive and file the Water Quality Call Report.
6. Receive and file the Fiscal Year 2024 First Quarter Financial Update.
7. Receive the Quarterly Training Report for July 1, 2023 to September 30, 2023.
8. Approve a contract renewal with Van Scoyoc Associates, Inc. for \$135,000 to provide Federal Government Advocacy Consulting Services through December 31, 2024.

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

MOTION

Motion by Director Atkinson, second by Director Bockmiller, to approve Items 1 – 8 of the Consent Calendar. Motion passed 4 – 1, with Vice President DePasquale absent.

PRESENTATION AND DISCUSSION ITEMS:

9. MESA WATER DISTRICT CUSTOMER SURVEY:

Senior Public Affairs Specialist Carrillo introduced True North Research, Inc. President Tim McLarney who proceeded with a presentation that highlighted the following:

- Methodology of Study
- Most Important Issue Facing Community
- Water Supply Reliability
- Knowledge of Water Origin
- Awareness of Mesa Water
- Opinion of Mesa Water District
- Descriptors for Mesa Water
- Overall Satisfaction with Service Provision
- Satisfaction With Services Tier 1
- Satisfaction With Services Tier 2
- Satisfaction With Communication Efforts
- Key Findings
 - Customer Satisfaction is High and Increasing
 - High Awareness of District & Favorable Opinions
 - Opportunity Areas

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

10. FISCAL YEAR 2023 CUSTOMER SERVICE AUDIT:

District Business Administrator Lind introduced Moran Consulting, Inc. Senior Consultant Kimera Hobbs who proceeded with a presentation that highlighted the following:

- Overview of Customer Service Department Activity
- Customer Experience “Love Languages”
- Scorecard
- The Road to Gold Ongoing Performance – Our 5-year Progress Anniversary
- Recommendations for Continuous Improvement

Ms. Hobbs responded to questions from the Board and they thanked her for the presentation.

11. FISCAL YEAR 2023 AUDIT RESULTS AND ANNUAL FINANCIAL REPORT:

Chief Financial Officer Khalifa introduced Lance, Soll & Lunghard, LLP Assurance Manager Riley Greenlee who proceeded with a presentation that highlighted the following:

- Scope of Engagement
- Results of Audit
- Changes from Prior Year
- Financial Highlights

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

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

MOTION

Motion by Director Fisler, second by Director Bockmiller, to approve Mesa Water District's audited financial statements for the fiscal year ended June 30, 2023 and direct staff to finalize the Fiscal Year 2023 Annual Financial Report. Motion passed 4 – 1, with Vice President DePasquale absent.

12. RESERVOIRS 1 AND 2 PUMP STATION UPGRADES PROJECT – COMMUNITY OUTREACH:

District Engineer Wiesner introduced Senior Public Affairs Specialist Carrillo who proceeded with a presentation that highlighted the following:

- Reservoirs Program
- Reservoir 2 Overview
- Potential Impacts
- Customer Communications

Ms. Carrillo responded to questions from the Board and they thanked her for the presentation.

ACTION ITEMS:

13. RESERVOIRS 1 AND 2 PUMP STATION UPGRADES PROJECT:

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

MOTION

Motion by Director Bockmiller, second by President Dewane, to:

- a. Award a contract to Pacific Hydrotech Corporation for \$14,764,900 and a 10% contingency of \$1,476,490 for a total amount not to exceed \$16,241,390 for the construction of the Reservoirs 1 and 2 Pump Station Upgrades Project;
- b. Direct staff to negotiate a contract end date; and
- c. Authorize execution of the contract.

Motion passed 4 – 1, with Vice President DePasquale absent.

14. RESERVOIRS 1 AND 2 PUMP STATION UPGRADES PROJECT – ENGINEERING SERVICES:

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

MOTION

Motion by Director Bockmiller, second by Director Atkinson, to approve a sole source contract to Hazen and Sawyer for \$204,655 and a 10% contingency of \$20,465 for a total amount not to exceed \$225,120 to provide Engineering Services During Construction for the Reservoirs 1 & 2 Pump Station Upgrades Project.

Motion passed 4 – 1, with Vice President DePasquale absent.

14A – MASTERING WATER EFFICIENT LANDSCAPES WORKSHOP:

President Dewane noted the City of Costa Mesa scheduled a workshop, “Mastering Water Efficient Landscapes,” on November 15, 2023 in partnership with Metropolitan Water District of Southern California (MET) and California Landscape Contractors Association.

President Dewane requested that staff coordinate with the City of Costa Mesa to participate in the scheduled workshop.

REPORTS:

15. REPORT OF THE GENERAL MANAGER:

- October Key Indicators Report

16. DIRECTORS’ REPORTS AND COMMENTS

INFORMATION ITEMS:

17. FISCAL YEAR 2023 ANNUAL REIMBURSEMENT REPORT

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

RECESS

President Dewane declared a recess at 5:53 p.m.

The Board meeting reconvened at 5:57 p.m.

CLOSED SESSIONS:

President Dewane announced the Board was going into Closed Session at 5:58 p.m.

19. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION:
Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)

The Board will meet in Closed Session with Legal Counsel and staff to consider potential participation in one or more existing federal civil actions.

20. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION:
Pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b)

21. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
TITLE: GENERAL MANAGER

Item 21 was deferred to the January 10, 2024 Board meeting.

22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Initiation of litigation pursuant to California Government Code Section 54956.9(d)(4)
Number of Matters: 1

The Board returned to Open Session at 6:30 p.m.

Attorney Anslow announced the Board conducted Closed Session Item 19 with the General Manager, District Engineer and Legal Counsel pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b). The Board received information and there was no further announcement.

Attorney Anslow announced the Board conducted Closed Session Item 20 with the General Manager, District Engineer and Legal Counsel pursuant to California Government Code Sections 54956.9(d)(4) and 54954.5(b). The Board received information and there was no further announcement.

Attorney Anslow announced the Board conducted Closed Session Item 22 with the General Manager, District Engineer and Legal Counsel pursuant to California Government Code Section 54956.9(d)(4). The Board received information and there was no further announcement.

ACTION ITEMS (CONT.):

23. CHANDLER & CRODDY WELLS AND PIPELINE PROJECT:

No action was taken on this item.

President Dewane adjourned the meeting at 6:32 p.m. to a Regular Board Meeting scheduled for Wednesday, December 13, 2023 at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer



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**MINUTES OF THE BOARD OF DIRECTORS
MESA WATER DISTRICT
Wednesday, December 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

Director Bockmiller led the Pledge of Allegiance.

Directors Present

Shawn Dewane, President
Marice H. DePasquale, Vice President
Jim Atkinson, Director *(teleconference)*
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
Kurt Lind, District Business Administrator
Kaitlyn Norris, Public Affairs Specialist
Celeste Carrillo, Senior Public Affairs Specialist
Rob Anslow, Partner, Atkinson, Andelson, Loya, Ruud & Romo

Others Present

Eloise Ott, Member of the Public
Wendy Leece, Member of the Public
David Martinez, Member of the Public
Bernie Parish, Member of the Public
Steve Gagnon, Vice President, Raftelis Financial Consultants, Inc.
Theresa Jurotich, Manager, Raftelis Financial Consultants, Inc. *(teleconference)*
James Makil, Senior Security Consultant, Nth Generation
Jim Westover, Enterprise Solutions Architect, Nth Generation
James Gonzalez, Senior Account Manager, Nth Generation

District Secretary Garcia stated one Mesa Water Director was attending the meeting via teleconference.

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."

PUBLIC COMMENTS

President Dewane asked for public comments.

President Dewane recognized Member of the Public Eloise Ott. Ms. Ott provided comments regarding the great quality of her water and thanked the Board for its good work.

President Dewane recognized Member of the Public Wendy Leece. Ms. Leece provided comments regarding the accessibility of Mesa Water's Board meetings and her appreciation for the District's hard work.

President Dewane recognized Member of the Public David Martinez. Mr. Martinez provided comments regarding public access to Mea Water's Board meetings.

President Dewane thanked the members of the public for their comments and proceeded with the meeting.

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

General Manager Shoenberger noted there was a request to pull Item 6. There was no support for this request.

CONSENT CALENDAR ITEMS:

1. Receive and file the Developer Project Status Report.
2. Receive and file the Mesa Water and Other Agency Projects Status Report.
3. Receive and file the Water Quality Call Report.
4. Confirm the Board of Directors' Regular Board Meeting schedule for Calendar Year 2024 and cancel the May 8, 2024, November 27, 2024 and December 25, 2024 Board of Directors' Meetings.

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

MOTION

Motion by Vice President DePasquale, second by Director Bockmiller, to approve Items 1 – 4 of the Consent Calendar. Motion passed 5 – 0, by the following roll call vote:

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

PRESENTATION AND DISCUSSION ITEMS:

None.

ACTION ITEMS:

5. HONORING THE CAREER OF TRACY MANNING:

Director Bockmiller read the Day of Recognition for the Career of Tracy Manning Proclamation into the record:

Tracy Manning began her career at Mesa Water District (Mesa Water ®) in 1994 as a Meter Reader and, following several promotions, she has served as the District's Chief Operating Officer since 2022; and

Whereas, as the Chief Operating Officer, Tracy was responsible for planning, directing, managing, and overseeing all activities, operations projects and programs of the Water Operations and Engineering Departments, including all water utilities operations and maintenance activities and managed the Capital Improvement Program planning, design, and construction programs and activities; and

Whereas, Tracy served on the Board of the Southwest Membrane Operator Association since 2019 and has been an active speaker at the association's symposiums and workshops since 2012. She also served on the Association of California Water Agencies' Water Quality Committee; and

Whereas, Tracy's certifications and recognitions include State Water Resources Control Board Drinking Water Treatment Operator T4 and Water Distribution Operator Grade D5, American Water Works Association's Water Quality Analyst Grade II, Conservation Professional Grade I and Cross Control Specialists Certificates, Association of California Water Agencies Joint Powers Insurance Authority's Supervisor Basics Specialty Certificate, and Mesa Water's Distinctive Service and Excellent Service Awards.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of Mesa Water District hereby recognizes and honors you for 29 years of dedicated and committed service to the District and wishes you the best as you begin your retirement.

Directors provided comments of appreciation and thanked Ms. Manning for her service to Mesa Water.

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

MOTION

Motion by Director Bockmiller, second by Vice President DePasquale, to approve a proclamation and direct staff to conduct a District Event honoring Tracy Manning for her dedicated and committed service to Mesa Water District. Motion passed 5 – 0, by the following roll call vote:

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

6. ORANGE COUNTY WATER DISTRICT DIVISION SEVEN BOARD VACANCY:

GM Shoenberger provided a review of the topic.

Discussion ensued amongst the Board.

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

Motion by Director Fisler, second by Director Atkinson, to adopt Resolution No. 1585 Requesting the Orange County Water District Board of Directors Consider the Appointment of James R. Fisler to Fill Orange County Water District's Division Seven Board Vacancy.

After further discussion, Director Atkinson withdrew his second and the motion failed.

No action was taken on this item.

7. MESA WATER DISTRICT INFRASTRUCTURE:

GM Shoenberger provided a review of the topic that highlighted the following:

- Mesa Water Dedicated to Efficient, Cost-Saving Operations
- Review of the District's Infrastructure

The Board thanked GM Shoenberger for the presentation.

8. PUBLIC HEARING REGARDING PROPOSED CHANGES TO WATER RATES AND CHARGES:

President Dewane announced the Public Hearing was now opened for the purpose of receiving comments on proposed changes to Water Rates and Charges.

District Secretary Garcia reported that the Notice of Public Hearing was mailed to customers more than 45 days prior to the hearing in compliance with state law and Mesa Water's adopted policy. On November 24, 2023, notices were posted at Mesa Water District's kiosk and website and at Costa Mesa City Hall. Legal advertisements were published in the Daily Pilot on November 24, 2023 and December 2, 2023.

Mesa Water created a dedicated Rate Study page on its website to provide information about the proposed changes to water rates and changes. Additionally, Mesa Water staff responded to five customer calls and three social media comments.

Chief Financial Officer Khalifa proceeded with a presentation that highlighted the following:

- Rate Discussions
- Infrastructure
- Croddy Well Site
- Reservoir 2 Construction
- Inflation Assumptions
- Financial Plan Considerations

- Proposed Financial Plan:
 - Days Cash
 - Cash on Hand
 - Debt Coverage
- Source of Potable Water Income – FY 2024
- Basic Charge Derivation – FY 2024
- Bi-Monthly Basic Charge
- Monthly Basic Charge
- Annual Capital Charge
- Consumption Rate – Hundred Cubic Feet
- Average Single Family:
 - Customer Charges
 - Bi-Monthly Charges
 - Monthly Charges
- Household Use Per Day

President Dewane thanked CFO Khalifa for the presentation.

President Dewane opened the floor to the Board for discussion.

Comments were offered.

President Dewane opened the floor for public comments.

Member of the Public Wendy Leece commented on cost-saving measures and how Mesa Water can economize.

As there were no other comments to be received, President Dewane declared the public comments segment portion of the Public Hearing closed.

District Secretary Garcia reported that seven written comments were received from four customers in opposition, including zero walk-in protest letters received during the Public Hearing. Ms. Garcia reported that the number of written protests and comments received did not represent a majority of the property owners within Mesa Water's service area.

President Dewane opened the floor for additional discussion by the Board.

The Board offered comments.

President Dewane declared the Public Hearing closed.

MOTION

Motion by Director Atkinson, second by President Dewane, to adopt Resolution No. 1584 Determining Compliance with Procedural Requirements, Making Findings, Revising Water Rates, Revising Meter Rates, Revising Capital Charges, Revising Fireline Stand-By Charges, Adopting a Rate and Charge Implementation Schedule, Amending the Water and Charge Schedule, Taking Related Actions and Superseding Resolution No. 1559. Motion passed 5 – 0, by the following roll call vote:

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

RECESS

President Dewane declared a recess at 5:40 p.m.

The Board meeting reconvened at 5:48 p.m.

9. ENVIRONMENTAL, HEALTH AND SAFETY PROGRAM SUPPORT SERVICES:

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

MOTION

Motion by Vice President DePasquale, second by Director Bockmiller, to award a five-year contract to British Standards Institute American Professional Services, Inc. for an amount not to exceed \$230,000 per year to provide Environmental, Health and Safety Program Support Services, and authorize execution of the contract. Motion passed 5 – 0, by the following roll call vote:

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

REPORTS:

10. REPORT OF THE GENERAL MANAGER:

- November Key Indicators Report

11. DIRECTORS' REPORTS AND COMMENTS

INFORMATION ITEMS:

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

President Dewane announced the Board was going into Closed Session at 6:07 p.m.

CLOSED SESSION:

13. CONFERENCE WITH CYBER SECURITY CONSULTANT PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957(A):

The Board will meet in Closed Session with its cyber security consultant concerning cyber security risks and protections.

The Board returned to Open Session at 6:30 p.m.

Attorney Anslow announced that the Board conducted one Closed Session with the General Manager, District Secretary, District Business Administrator, Nth Generation Consultants and General Legal Counsel, pursuant to California Government Code Section 54957(a). The Board received information and there was no further announcement.

Item 6 – ORANGE COUNTY WATER DISTRICT DIVISION SEVEN BOARD VACANCY:

Director Bockmiller requested the Board reconsider Item 6.

Discussion ensued amongst the Board.

MOTION

Motion by Director Atkinson, second by Vice President DePasquale, to adopt Resolution No. 1585 Requesting the Orange County Water District Board of Directors Consider the Appointment of James R. Fislser to Fill Orange County Water District’s Division Seven Board Vacancy. Motion passed 5 – 0, by the following roll call vote:

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

President Dewane adjourned the meeting at 6:34 p.m. to a Regular Board Meeting scheduled for Wednesday, January 10, 2024 at 4:30 p.m.

Approved:

Shawn Dewane, President

Denise Garcia, District Secretary

Recording Secretary: Sharon D. Brimer



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Water Needs*

MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Chief Administrative Officer
DATE: January 10, 2024
SUBJECT: Attendance at Conferences, Seminars, Meetings, and Events

RECOMMENDATION

In accordance with Ordinance No. 35, adopted March 22, 2023, authorize attendance at conferences, seminars, meetings, and events.

STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its June 14, 2023 meeting, the Board of Directors (Board) approved Fiscal Year 2024 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.

2024 CONFERENCES, SEMINARS, AND MEETINGS:

January 25, 2024	
ISDOC Quarterly Event	
Fountain Valley, CA	
January 31, 2024	
MWDOC Water Policy Forum	
Costa Mesa, CA	
February 5, 2024	
CMUA Annual Capitol Day	
Sacramento, CA	
February 8 - 9, 2024	
CalDesal Annual Conference	<i>DePasquale</i>
Sacramento, CA	
February 21 - 23, 2024	
Urban Water Institute Spring Conference	<i>Atkinson, DePasquale</i>
Palm Springs, CA	
February 27 - 29, 2024	
ACWA Washington D.C. Conference	
Washington, D.C.	
March 4 - 7, 2024	
Jt. CA-NV AWWA/AMTA Spring Conference	
West Palm Beach, FL	
March 11 - 13, 2024	
Public-Private Partnership Conference	
Dallas, TX	
March 11 - 14, 2024	
WaterReuse Symposium	
Denver, CO	
April 7 - 9, 2024	
CMUA Annual Conference	
Monterey, CA	
April 7 - 10, 2024	
AWWA CA-NV Annual Spring Conference	
Anaheim, CA	
May 7 - 9, 2024	
ACWA JPIA Spring Conference	
Monterey, CA	
May 21 - 22, 2024	
CSDA Legislative Days	
Sacramento, CA	
June 3 - 21, 2024	
Harvard Senior Executives in State & Local Government	
Cambridge, MA	
June 10 - 13, 2024	
AWWA ACE24 Conference	
Anaheim, CA	

January 2024

January 2024							February 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 31	Jan 1, 24 District Holiday 8:30am R/S to 1/8 - MWDO Planning & Operations Committee Meeting (IN PERSON & VIRTUAL)	2 7:30am ISDOC Executive Committee Meeting (https://us06web.zoom.us/j/9111111111) 6:00pm Canceled - Costa Mesa City Council Meeting (IN PERSON & VIRTUAL)	3 Payday 8:30am Jt. MWDOC/MWD Workshop (IN PERSON & VIRTUAL) 5:30pm OCWD Board Meeting (IN PERSON & VIRTUAL)	4 Pay Period Ends 12:00pm OCWD Communications/Legislative (IN PERSON & VIRTUAL)	5 7:30am WACO (VIRTUAL)	6
7	8 8:30am R/S from 1/1 - MWDOC Planning & Operations 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	9 9:00am R/S to 1/24 ACC-OC Energy, Environment and Water Committee Meeting (VIRTUAL)	10 8:15am LAFCO Meeting (400 W Civic Center) 8:30am MWDOC Admin 12:00pm OCWD Water 3:00pm Costa Mesa 4:30pm Board Meeting	11 Pay Period Ends 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	12	13
14	15 District Holiday	16 7:30am WACO Planning Committee Meeting 12:30pm Executive Committee Meeting 6:00pm Costa Mesa City Council Meeting (IN PERSON & VIRTUAL)	17 Payday 8:30am MWDOC Board Meeting (IN PERSON & VIRTUAL) 5:30pm OCWD Board Meeting (IN PERSON & VIRTUAL)	18 Pay Period Ends 8:30am MWDOC Executive Committee (IN PERSON & VIRTUAL)	19 8:00am City/Districts Liaison Committee Meeting (290 Paularino Avenue, Costa Mesa, CA)	20
21	22 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	23	24 8:30am R/S from 1/9 - ACC-OC 8:30am Jt. MWDOC/OCWD (IN PERSON & VIRTUAL) 4:30pm Board Meeting (Boardroom)	25 Pay Period Ends 11:30am ISDOC Quarterly Event (MWDOC/OCWD Joint Boardroom)	26	27
28	29	30	31 Payday 5:30pm MWDOC 2024 Water Policy Forum and Dinner (The Westin South Coast Plaza, 686 Anton)	Feb 1	2	3

February 2024

February 2024							March 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3						1	2
4	5	6	7	8	9	10	3	4	5	6	7	8	9
11	12	13	14	15	16	17	10	11	12	13	14	15	16
18	19	20	21	22	23	24	17	18	19	20	21	22	23
25	26	27	28	29			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 28	29	30	31	Feb 1 Pay Period Ends 8:30am MWDO Planning & Operations Committee Meeting 12:00pm OCWD Communications/Legi	2 7:30am WACO (VIRTUAL)	3
4	5 8:30am MWDOC Planning & Operations Committee Meeting (IN PERSON & VIRTUAL)	6 7:30am ISDOC Executive Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (IN PERSON & VIRTUAL)	7 8:30am Jt. MWDOC/MWD Workshop (IN PERSON & VIRTUAL) 5:30pm OCWD Board Meeting (IN PERSON & VIRTUAL)	8 CalDesal Annual Conference (Embassy Suites, Sacramento) Pay Period Ends 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	9	10
11	12 12:00pm Executive Committee Meeting (Panian Conference) 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	13 9:00am ACC-OC Energy, Environment and Water Committee Meeting (VIRTUAL)	14 Payday 8:15am LAFCO Meeting 8:30am MWDOC Admin 12:00pm OCWD Water 3:00pm Costa Mesa 4:30pm Board Meeting	15 Pay Period Ends 8:30am MWDOC Executive Committee (IN PERSON & VIRTUAL)	16	17
18	19 District Holiday	20 7:30am WACO Planning Committee Meeting (VIRTUAL) 6:00pm Costa Mesa City Council Meeting (IN PERSON & VIRTUAL)	21 UWI's Spring Water Conference (Palm Springs) 8:30am MWDOC Board Meeting (IN PERSON & VIRTUAL) 5:30pm OCWD Board Meeting (IN PERSON)	22 Pay Period Ends	23	24
25	26 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	27	28 Payday 8:30am Jt. MWDOC/OCWD (IN PERSON & VIRTUAL) 4:30pm Board Meeting (Boardroom)	29 Pay Period Ends	Mar 1	2

March 2024

March 2024							April 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 25	26	27	28	29	Mar 1 7:30am WACO (VIRTUAL) 8:30am MWDO Planning & Operations	2
3	4 8:30am MWDOC Planning & Operations Committee Meeting	5 7:30am ISDOC Executive Committee Meeting 6:00pm Costa Mesa City Council Meeting (IN	6 8:30am Jt. MWDOC/MWD 12:00pm Executive 5:30pm OCWD Board	7 Pay Period Ends 12:00pm OCWD Communications/Legislative (IN PERSON &	8	9
10	11 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	12 9:00am ACC-OC Energy, Environment and Water Committee Meeting (VIRTUAL)	13 8:30am MWDOC Admin 12:00pm OCWD Water 3:00pm Costa Mesa 4:30pm Board Meeting	14 Pay Period Ends 12:00pm OCWD Admin & Finance (IN PERSON & VIRTUAL)	15	16
17	18	19 7:30am WACO Planning Committee Meeting 6:00pm Costa Mesa City Council Meeting (IN	20 8:30am MWDOC Board Meeting (IN PERSON) 5:30pm OCWD Board Meeting (IN PERSON)	21 Pay Period Ends 8:30am MWDOC Executive Committee (IN PERSON &	22	23
24	25 5:00pm IRWD Board Meeting (IN PERSON & VIRTUAL)	26	27 Children's Water Education Festival (University of California, I) Payday 8:30am Jt. 4:30pm Board Meeting	28 Pay Period Ends	29	30
31	Apr 1	2	3	4	5	6



UPCOMING COMMUNITY OUTREACH EVENTS

Event	Date & Time	Location
Water Issues Study Group (WISG) Night 1	Tuesday, January 30, 2024 5:30 – 7 p.m.	Mesa Water District Boardroom 1965 Placentia Avenue Costa Mesa, CA 92627
Water Issues Study Group (WISG) Night 2	Tuesday, February 20, 2024 5:30 – 7 p.m.	Mesa Water District Boardroom 1965 Placentia Avenue Costa Mesa, CA 92627
Children's Water Education Festival	Wednesday, March 27 and Thursday, March 28, 2024 Time TBD	University of California, Irvine 401 E. Peltason Drive Irvine, CA 92617



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Chief Administrative Officer
DATE: January 10, 2024
SUBJECT: Board Committee & Other Agency Liaison Assignments

RECOMMENDATION

Ratify the 2024 Board Committee & Other Agency Liaison Assignments.

The Executive Committee reviewed this item at its December 5, 2023 meeting and recommends Board approval.

STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its January 19, 2013 meeting, the Board of Directors (Board) adopted Resolution No. 1428 Adopting Protocols of the Board of Directors. The new Committee format designated that all Committee meetings will be noticed as Board meetings and held as joint meetings of the Committee and the entire Board. All members of the Board may attend and participate in the meetings. The Executive Committee is excluded from this Committee format.

At its January 8, 2015 meeting, the Board ratified the Board Agency Liaison Assignments to complement the approved Committee format. The new Other Agency Liaison Assignments permits all members of the Board to attend other local agency meetings with the exception of ACWA/JPIA, CalDesal and Costa Mesa City/Districts Liaison for which designated Directors will be assigned.

At its November 9, 2022 meeting, the Board adopted Resolution No. 1570 Adopting Amended Procedures for Meetings of the Board of Directors Superseding Resolution No. 1547 which modified the Board meetings to be held on the second and fourth Wednesdays of each month at 4:30 p.m., beginning in 2023.

DISCUSSION

For the Board's review, attached is the 2024 Board Committee & Other Agency Liaison Assignments.

FINANCIAL IMPACT

None.



ATTACHMENTS

Attachment A: 2024 Board Committee & Other Agency Liaison Assignments



2024 BOARD/COMMITTEE ASSIGNMENTS

Committee	Director Assignments	* Meeting Schedule & Location
Executive Committee	Dewane DePasquale	**1st Wednesday at 12:00 p.m. – Panian Conference Room <i>January 3 rescheduled to January 16</i> <i>February 7 rescheduled to February 12</i> <i>April 3 rescheduled to April 4</i> <i>July 3 rescheduled to July 8</i> <i>December 4 rescheduled to December 9</i>
***Audit Ad Hoc Committee	Dewane Fisler	(Dates and times to be determined)

2024 BOARD/LIAISON ASSIGNMENTS

Other Agency	Director Assignments	* Meeting Schedule & Location
ACWA/JPIA Director	Bockmiller	(Dates and times to be determined)
CalDesal	DePasquale Dewane, Alternate	(Dates and times to be determined)
Costa Mesa City/Districts Liaison	Atkinson Bockmiller	Quarterly with the City of Costa Mesa, Costa Mesa Sanitary District & Newport Mesa Unified School District

* Meeting dates and times are subject to change

** Effective 3/1/2023

*** Audit Ad Hoc Committee established on July 14, 2009



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: January 10, 2024
SUBJECT: Mesa Water Education Center Event

RECOMMENDATION

Discuss and take action as the Board desires.

STRATEGIC PLAN

Goal #4: Increase favorable opinion of Mesa Water.

PRIOR BOARD ACTION/DISCUSSION

At its October 30, 2023 workshop, the Board of Directors (Board) discussed the draft Mesa Water Education Center Ribbon Cutting invite list and provided direction to staff to further cull the list and bring back to a future meeting.

DISCUSSION

Mesa Water District's (Mesa Water®) outreach program aims to connect Mesa Water with its constituents to achieve Goal #4 of the Board's Strategic Plan. Outreach activities include educating and informing the District's constituents about Mesa Water, water issues, and water in general.

The Mesa Water Education Center (MWEC) is nearing completion. As the only facility of its kind in Orange County, the MWEC will be a premier destination for fifth grade school fieldtrips, civic, business and community organizations, residents and other visitors to learn more about Mesa Water.

To celebrate this milestone, a Ribbon Cutting event will be held on Friday, April 5, 2024. This event will be a tremendous opportunity for Mesa Water to engage with industry leaders, elected officials, business and community leaders to debut the MWEC.

Staff will provide a revised draft of the Mesa Water Education Center Ribbon Cutting invite list for discussion at the January 10, 2024 meeting.

FINANCIAL IMPACT

In Fiscal Year 2024, \$906,450 is budgeted for Support Services; \$432,010 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: January 10, 2024
SUBJECT: Appointment of Assistant District Treasurer

RECOMMENDATION

- a. Appoint Tyler Jernigan as Assistant District Treasurer, effective January 10, 2024; and
- b. Authorize a prorated stipend of \$220 per meeting for the Assistant District Treasurer when acting in the role of the District Treasurer, as previously authorized by the Board of Directors.

STRATEGIC PLAN

- Goal #1: Provide an abundant, local, reliable and safe water supply.
- Goal #2: Perpetually renew and improve our infrastructure.
- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.
- Goal #7: Actively participate in regional and statewide water issues.

PRIOR BOARD ACTION/DISCUSSION

At its December 8, 2016 meeting, the Board of Directors (Board) changed the review of the Appointment of District Officers to coincide with the Election of Board Officers which is conducted every two years per Resolution No. 1479 Protocols of the Board of Directors.

At its August 11, 2021 meeting, the Board appointed Kurt Lind as Interim Assistant District Treasurer effective August 12, 2021 and authorized the General Manager to determine and direct when the Interim Assistant District Treasurer appointment shall terminate.

At its December 14, 2022 meeting, the Board confirmed Denise Garcia as District Secretary, Wendy Duncan as Assistant District Secretary, and Marwan Khalifa as District Treasurer; and appointed Tracy Manning as Assistant District Treasurer. The Board confirmed the delegation of the same authority to the Assistant District Secretary and Assistant Treasurer, as the District Secretary and District Treasurer respectively, as previously authorized and approved by the Board and as authorized by the California Water Code. The Board also awarded the monthly stipends for the District Secretary and District Treasurer in the amount of \$440 and prorated stipends of \$220 per meeting for the Assistant District Secretary and Assistant District Treasurer.

At its August 23, 2023 meeting, the Board appointed Kurt Lind as an additional Assistant District Treasurer, effective August 23, 2023; confirmed the delegation of the same authority to the Assistant District Treasurer as the District Treasurer, as previously confirmed by the Board of Directors; and authorized a prorated stipend of \$220 per meeting for the Assistant District Treasurer when acting in the role of District Treasurer, as previously authorized by the Board.



DISCUSSION

Mesa Water District (Mesa Water®), as a county water district, must appoint certain officers as set out in California Water Code Section 30540, and has general power to appoint assistant officers where the Board and staff shall so determine. The duties of such officers, and assistant officers, are set out in the County Water District Law and also include any duties, powers and compensation designated by the Board.

With the retirement of Chief Operating Officer Tracy Manning, it is necessary for the Board to fill the position of District Treasurer.

Water Operations Manager Tyler Jernigan has been with Mesa Water for almost eight years and was recently promoted to Water Operations Manager. Mr. Jernigan has extensive knowledge of the District, including its operations and financial structure.

Staff recommends that the Board appoint Tyler Jernigan as Assistant District Treasurer, effective January 10, 2024, and authorize a prorated stipend of \$220 per meeting for the Assistant District Treasurer when acting in the role of the District Treasurer, as previously authorized by the Board.

FINANCIAL IMPACT

The Assistant District Secretary and Assistant District Treasurer stipend is estimated at a combined \$4,600 in the Fiscal Year 2024 budget and funds will only be expended when warranted.

ATTACHMENTS

None.



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MEMORANDUM

TO: Board of Directors
FROM: Denise Garcia, Chief Administrative Officer
DATE: January 10, 2024
SUBJECT: Employee Retirement Events

RECOMMENDATION

Adopt Resolution No. 1586 Establishing Guidelines for Employee Retirement Events Superseding Resolution No. 1400.

STRATEGIC PLAN

- Goal #3: Be financially responsible and transparent.
- Goal #4: Increase favorable opinion of Mesa Water.
- Goal #5: Attract, develop and retain skilled employees.
- Goal #6: Provide excellent customer service.

PRIOR BOARD ACTION/DISCUSSION

At its August 24, 2010 meeting, the Board of Directors (Board) adopted Resolution No. 1400 Establishing Guidelines for Employee Retirement Events Superseding Resolution No. 1326.

DISCUSSION

This item has been agendized at the request of the Board; the Employee Retirement Events policy was last reviewed in 2010 and establishes guidelines to acknowledge retiring employees with a District-sponsored event tailored to their preference and length of service to Mesa Water District.

Staff recommends updating the District's Employees Retirement Events' policy by consolidating the six current recognition categories into three, and increasing the monetary recognition to keep pace with standard inflation over the past 13 years, as seen below:

10 – 24 years of service	\$500
25 – 34 years of service	\$850
35 + years of service	Board Direction

Minor revisions and grammatical changes were made throughout the resolution.

FINANCIAL IMPACT

None.

ATTACHMENTS

- Attachment A: Draft Resolution No. 1586
- Attachment B: Resolution No. 1400, Redline

RESOLUTION NO. 1586

**RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ESTABLISHING GUIDELINES FOR
EMPLOYEE RETIREMENT EVENTS
SUPERCEDING RESOLUTION NO. 1400**

WHEREAS, Mesa Water District (Mesa Water®) is a county water district organized and operating pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, the Board of Directors of Mesa Water District desires to adopt a policy relative to employee retirement events.

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

Section 1. This resolution establishes guidelines for employee retirement events as set forth in Appendix A.

ADOPTED, SIGNED, and APPROVED this 10th day of January 2024 by a roll call vote.

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

Shawn Dewane
President, Board of Directors

Denise Garcia, District Secretary

RESOLUTION NO. 1586

APPENDIX A

RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS ESTABLISHING GUIDELINES FOR EMPLOYEE RETIREMENT EVENTS SUPERCEDING RESOLUTION NO. 1400

1. It shall be Mesa Water District's (Mesa Water® or District) policy to acknowledge retiring employees with a District sponsored event tailored to their preferences and length of service. Absent specific direction by the Board of Directors (Board) for exceptions, the policy shall be as follows:
 - a. District-Hours Event: During regular business hours, Mesa Water may host a reception honoring the retiring employee for employees and the retiring employee's guests. The reception would be coordinated by Human Resources, with assistance from the retiring employee's department.
 - b. After-Hours Event: Responsibility for planning and coordinating an optional after-hours event would be that of the retiring employee with assistance from their department and Human Resources. Mesa Water will not assume responsibility for funding after-hours events unless specifically directed by the Board.
 - c. District Recognition: The District shall provide recognition to the retiring employee, based on the length of service to Mesa Water. Alternatively, if it is the preference of the retiring employee, the District recognition may be used to partially offset the cost of an after-hours event. The funds for the District recognition shall not be used for alcohol, or any expense considered inappropriate.

The District recognition categories are listed below and shall be reviewed periodically with other Board policies.

10 – 24 years of service	\$ 500
25 – 34 years of service	\$ 850
35 + years of service	Board Direction

- d. Employees' Gift: Employees have the option of contributing toward a gift for the retiring employee. The retiring employee's department and Human Resources would coordinate the gift contributions and selection.

RESOLUTION NO. ~~14001586~~

RESOLUTION OF THE
MESA ~~CONSOLIDATED~~ WATER DISTRICT BOARD OF DIRECTORS
ESTABLISHING GUIDELINES FOR
EMPLOYEE RETIREMENT EVENTS
SUPERCEDING RESOLUTION NO. ~~13261400~~

WHEREAS, ~~the~~ Mesa ~~Consolidated~~ Water District (~~Mesa~~ Mesa Water®) is a county water district organized and operating ~~according to California Law~~ pursuant to the provisions of the laws of the State of California (State or California); and

WHEREAS, the Board of Directors of ~~the~~ Mesa ~~Consolidated~~ Water District desires to adopt a policy ~~statement~~ relative to employee retirement events.

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

Section 1. This resolution establishes guidelines for employee retirement events as set forth in ~~Exhibit Appendix~~ A.

ADOPTED, SIGNED, and APPROVED this ~~24th-10th~~ day of ~~August 2010~~ January 2024 by a roll call vote.

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

Shawn Dewane
President, Board of Directors

Denise Garcia, District Secretary

RESOLUTION NO. ~~14001586~~

~~EXHIBIT APPENDIX A~~

RESOLUTION OF THE
MESA ~~CONSOLIDATED~~ WATER DISTRICT BOARD OF DIRECTORS
ESTABLISHING GUIDELINES FOR
EMPLOYEE RETIREMENT EVENTS
SUPERCEDING RESOLUTION NO. ~~13261400~~

1. It shall be Mesa ~~Consolidated~~ Water District's (~~Mesa-Mesa Water~~® or District) policy to acknowledge retiring employees ~~and celebrate their career achievement in district with a District sponsored events~~ tailored to their preferences ~~of the retiring employee and the length of service to Mesa~~. Absent specific direction by the Board of Directors (Board) for exceptions, the policy shall be as follows:

- a. ~~District-Hours~~ Event: During regular business hours, ~~Mesa-Mesa Water would may~~ host a reception ~~honoring the retiring employee~~ for employees and the retiring employee's guests ~~honoring the retiring employee~~. The reception would be coordinated by ~~the Human Resources-Department~~, with assistance from the retiring employee's department.
- b. ~~After-Hours Event (Optional)~~: Responsibility for planning and coordinating an optional after-hours event would be that of the retiring employee with assistance from ~~his or her their~~ department and ~~the Human Resources-Department~~. Mesa ~~Water~~ will not assume responsibility for funding ~~after-hours~~after-hours events unless specifically directed by the Board.
- c. ~~District Recognition~~: ~~Mesa-The District~~ shall provide ~~district~~ recognition to the retiring employee, based on the length of service to Mesa ~~Water~~. Alternatively, if it is the preference of the retiring employee, the District recognition may be used to partially offset the cost of an after-hours event. The funds for the ~~district-District~~ recognition shall not be used for ~~alcohol~~alcohol, or any expense considered inappropriate.

The District recognition categories are listed below and shall be reviewed periodically with other Board policies.

10 – 14 years of service	\$ 250
15-10 – 24 years of service	\$ 350500
25 – 29-34 years of service	\$ 500850
30 – 34 years of service	\$ 600
35 – 39 years of service	\$ 700
35 40+ years of service	

Board ~~direction~~Direction

- d. Employees' Gift ~~(Optional)~~: Employees have the option of contributing toward a gift for the retiring employee. The retiring employee's department and Human Resources would coordinate the gift contributions and selection.

DRAFT

REPORTS:

10. REPORT OF THE GENERAL MANAGER

REPORTS:

11. DIRECTORS' REPORTS AND COMMENTS



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MEMORANDUM

TO: Board of Directors
FROM: Tyler Jernigan, Water Operations Manager
DATE: January 10, 2024
SUBJECT: Free Chlorine Conversion

RECOMMENDATION

This item is provided for information.

STRATEGIC PLAN

Goal #1: Provide an abundant, local, reliable and safe water supply.
Goal #2: Perpetually renew and improve our infrastructure.

PRIOR BOARD ACTION/DISCUSSION

At its January 21, 2014 meeting, the Engineering and Operations (E&O) Committee received an information item shortly after a series of nitrification events occurred within the distribution system.

At its October 21, 2014 meeting, the E&O Committee received an information item regarding the intention to retain professional engineering services to perform a Nitrification Control Study and provide a Nitrification Mitigation and Control Plan.

At its May 14, 2015 meeting, the Board of Directors (Board) awarded a contract to Carollo Engineers, Inc. in the amount of \$248,746 to perform a Nitrification Control Study and provide a Nitrification Mitigation and Control Plan.

At its December 20, 2016 meeting, the E&O Committee received a presentation on the results of the nitrification study and authorized a change order in the amount of \$81,123 to Carollo to perform the water age modeling study.

At its December 21, 2017 meeting, the E&O Committee received a presentation of the results of reservoir operational hydraulic modeling, and authorized the General Manager to execute a contract with Trussell Technologies, Inc. (Trussell) in the amount of \$154,760, to evaluate the feasibility of converting from chloramination disinfection to free chlorine disinfection.

At its November 20, 2018 meeting, the E&O Committee received a presentation on a conducting a one year full-scale pilot test of using free chlorine disinfection at the clear well sites and a chloramine disinfection from the Mesa Water Reliability Facility (MWRf) water supply.

BACKGROUND

In 1999, Mesa Water District (Mesa Water®) converted its disinfection system from free chlorine to chloramination and has remained on chloramination disinfection since that time to be consistent with the imported water supply served by Metropolitan Water District of Southern California (MWD). Nitrification is one of the main challenges encountered by water providers that utilize chloramination as a distribution system residual disinfectant.



To address water quality issues with distribution system nitrification, Mesa Water has implemented operational strategies and perpetual infrastructure renewal and improvement. The Production System Operations Plan (PSOP) outlines several operations techniques to prevent nitrification in the distribution system. The Water System Demand Optimization Model (WSDOM) aids in aligning the water supply with the demand of the system, which minimizes the age of the water in the system. Reservoir cycling and continuous monitoring of chemical dosing also greatly assist in ensuring proper water quality within the system. Recent infrastructure improvements that have significantly increased water quality in the system were the Well Automation project and the installation of a pilot Reservoir Management System (RMS) at Reservoir 1. As part of the Well Automation project, the chemical dosing pumps were equipped with real time feedback from analytical monitoring devices that allowed the pumps to adjust dosing precisely to the correct amount. The pilot RMS installation at Reservoir 1 is a temporary system until the full-scale system is constructed at both Reservoirs 1 and 2 as the final phase of Mesa Water's Capital Improvement Program Renewal (CIPR). This system has enabled Reservoir 1 to hold higher levels of water at a sustained residual resulting in improved water quality system wide.

In February of 2014, Mesa Water piloted a 28-day free chlorine conversion system wide. The California Department of Public Health, now managed by Division of Drinking Water (DDW), approved this conversion as a safe and effective way to reduce nitrification in the water system. The outcome of this conversion was successful in increasing the overall water quality within the system.

DISCUSSION

In November 2023, Mesa Water submitted a free chlorine conversion plan to DDW and received approval. This is a system wide conversion of all the clear groundwater wells from chloramine to free chlorine disinfection and is proposed for a duration of up to two months to facilitate evaluation of water quality impacts. Pending successful testing, Mesa Water is seeking DDW approval to implement similar temporary free chlorine conversion on an as needed basis, to address nitrification. During the short-term disinfection conversion period, the system demand is expected to be supplied operating with only the clear groundwater wells. The active clear groundwater wells will be dosed with 1.0 mg/L free chlorine alone, with no ammonia added to form monochloramine. Source water from the MWRF or MWD connections will only be used as operationally needed. The goal is to complete the conversion and testing in the first quarter of 2024.

Mesa Water currently maintains an extensive monitoring program to proactively track water quality for both regulatory compliance and nitrification control throughout the distribution system, as defined in Mesa Water's Title 22 Drinking Water Monitoring Plan. These monitoring efforts will be continued throughout the proposed full-scale free chlorine conversion test period.

This free chlorine conversion approach has been developed from building on findings from two prior Mesa Water studies, a 2016 Nitrification Control Study (Carollo and AQUALity Engineering, Inc.) and a 2018 Free Chlorine Conversion Study (Trussell).

Mesa Water's goal is to utilize short-term conversions to a free chlorine disinfectant as operationally needed to address nitrification. Based on current operational strategies and



improved infrastructure, along with the results from the 2014 free chlorine conversion, the District estimates this to be every 5 to 8 years.

During the conversion period, Mesa Water customers may notice a slight difference in the water's taste and odor as they are accustomed to chloramines, which tend to have a less noticeable chlorine odor than free chlorine. Mesa Water is required by DDW to notify customers of the conversion via information on the District's website, social media, and an ad in the local newspaper (Daily Pilot). Mesa Water will also notify dialysis treatment centers and aquatic life businesses as they are sensitive to changes in water disinfection. Staff will provide a presentation to the Board regarding Free Chlorine Conversion and an Outreach Plan at its January 24, 2024 meeting.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

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

In accordance with CA Government Code Section 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
12/11/23	ACWA Fall Conference, 11/25 – 11/30

Marice H. DePasquale **Meetings Attended**

Reimbursement Date:	Description, Date
12/7/23	ACWA Fall Conference, 11/28 – 11/30

Shawn Dewane **Meetings Attended**

Reimbursement Date:	Description, Date
N/A	

James R. Fisler **Meetings Attended**

Reimbursement Date:	Description, Date
12/7/23	Buena Park Library Board Meeting, 11/7