



Dedicated to
Satisfying our Community's
Water Needs

AGENDA
MESA WATER DISTRICT
SPECIAL EXECUTIVE COMMITTEE MEETING
Monday, March 4, 2024 at 12:00 p.m.
Panian Conference Room

Committee Members: Shawn Dewane, President
Marice H. DePasquale, Vice President
Paul E. Shoenberger, P.E., General Manager
Denise Garcia, Chief Administrative Officer

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 Executive Committee 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 Executive Committee has discussed the item. Each speaker shall be limited to three minutes. The Executive Committee will set aside 60 minutes for public comments for items appearing on the posted agenda.

PRESENTATION AND DISCUSSION ITEMS:

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

None

ACTION ITEMS:

1. District Facility Use Policy
2. Workforce Optimization

REPORTS:

3. Future Agenda Topics
4. Report of the General Manager
5. Directors' Reports and Comments

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.

ADJOURNMENT



*Dedicated to
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MEMORANDUM

TO: Executive Committee
FROM: Denise Garcia, Chief Administrative Officer
DATE: March 4, 2024
SUBJECT: District Facility Use Policy

RECOMMENDATION

Recommend that the Board of Directors adopt Resolution No. XXXX Adopting a Policy for Public Use of District Facilities, Superseding Resolution No. 1135.

STRATEGIC PLAN

Goal #4: Increase favorable opinion of Mesa Water.
Goal #6: Provide excellent customer service.

BACKGROUND

In 1978, the Board of Directors (Board) adopted Resolution No. 861, which made available the Board meeting room to the public for general use when such use would not conflict with the needs of Mesa Water District (Mesa Water® or District).

In 1995, the Board adopted Resolution No. 1135 making the Board meeting room available to the public for Mesa Water business only and rescinded Resolution No. 861.

DISCUSSION

Since 1995, the Board meeting room has been available to the public for Mesa Water business only. With the opening of the Mesa Water Education Center, the District will have additional facilities that may offer opportunities for public use.

Staff recommends approval of a District Facility Use Policy (Policy) designed to govern the use of District facilities by groups or organizations, when such use does not conflict with the needs of Mesa Water. Exceptions to this Policy shall be granted by the General Manager or designee on a case-by-case basis.

LEGAL REVIEW

Mesa Water's General Legal Counsel - Atkinson, Andelson, Loya, Ruud & Romo - has reviewed this Resolution and draft policy.

FINANCIAL IMPACT

Staff time would be required to prepare, oversee and/or secure the facilities; the cost is determined by usage, which is unknown at this time.



ATTACHMENTS

Attachment A: Draft Resolution No. XXXX
Attachment B: Resolution No. 1135, Redline

RESOLUTION NO. XXXX

**RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING A DISTRICT FACILITY USE POLICY,
SUPERSEDING RESOLUTION NO. 1135**

WHEREAS, Mesa Water District (Mesa Water® or District) 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 desire to adopt a District Facility Use Policy (Policy) that would allow the public to use District facilities, when such use does not conflict with the needs of Mesa Water; and

WHEREAS, exceptions to the Policy may be granted by the General Manager or designee on a case-by-case basis.

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

Section 1. The Board of Directors of Mesa Water District does hereby adopt the District Facility Use Policy (Policy), which is attached hereto as Attachment A. The Policy allows the use of District facilities when such use does not conflict with the needs of Mesa Water. Exceptions to the Policy shall be granted by the General Manager or designee on a case-by-case basis.

Section 2. This Resolution supersedes Resolution No. 1135 and all prior Board actions and management policies and procedures regarding the use of District facilities by the public.

Section 3. This Resolution shall take effect upon its adoption.

ADOPTED, SIGNED, and APPROVED this 27th of March 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. XXXX

**ATTACHMENT A
RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING A DISTRICT FACILITY USE POLICY,
SUPERSEDING RESOLUTION NO. 1135**

District Facility Use Policy
Adopted: March 27, 2024

DRAFT

District Facility Use Policy

I. Purpose

Mesa Water District (Mesa Water® or District) has facilities that may offer opportunities for public use. This District Facility Use Policy (Policy) is designed to govern the use of District facilities by groups or organizations that are not directly associated with Mesa Water.

II. General

District facilities are to be used primarily for conducting Mesa Water business. It is intended that District facilities be used to the fullest extent possible for these purposes. Accordingly, Mesa Water's needs shall in all cases take precedence over all other activities at its facilities.

Failure to abide by this Policy or any other policies promulgated by the Board of Directors (Board), or any directions or instructions given by the General Manager or designee, shall be grounds for denial of any future use of District facilities.

No use or occupancy of any Mesa Water property will be permitted if the General Manager or Board, in their exercise of discretion, determine that such use or occupancy is prohibited by law or if such use or occupancy will interfere with the use of the property for Mesa Water business, or that will result in disturbances of the peace, or in damage to the property which will render it unfit for or will interfere with its proper use.

The Board may, at its discretion, amend this Policy or cancel or suspend the public use of District facilities.

III. Application Process

All requests for the use of District facilities must be made to Mesa Water using the Use of District Facilities Application, Attachment B, at least two weeks prior to the desired date of use.

The application should be submitted to the General Manager or designee, who has the authority to grant or deny all requests. The Board will be notified of all exceptions to this Policy.

The District reserves the right to cancel any and all reservations without providing any other accommodations in the event the facility is needed for Mesa Water business, or if the facility becomes unavailable due to unforeseen maintenance or safety issues.

No group or organization will be permitted to monopolize the facility. Each day of occupancy must be based upon a separate application and all applicants will be limited to one meeting a month.

Applications shall clearly indicate the purpose for which the Applicants are responsible for returning the facility to its original condition. This involves removing food, cups, and papers and returning tables, chairs, and equipment to their original positions at the conclusion of the event.

Illegal Activity – The applicant shall be responsible for ensuring that there is no illegal activity and that all laws, ordinances, and policies are strictly obeyed and that any specific instructions of the General Manager regarding the use of the facility are followed.

Minors – Adequate supervision must be provided for all minors under 18 years of age. "Adequate supervision" is defined as being at least one (1) responsible adult for every ten (10) minors.

Noise – All noise and amplification must be kept to a reasonable sound level. Mesa Water employees will determine if sound level is deemed to be disturbing the peace of the neighboring inhabitants. If volume exceeds a reasonable level as dictated by the employee, the deposit will be forfeited, and the event will be canceled immediately.

Occupancy – The maximum occupancy of the facility being used shall be strictly enforced and complied with.

Security – When deemed appropriate/necessary, security guard(s) (paid for by the applicant) may be required depending on the circumstances, group, organization, and/or activity.

Set-up – Other than the normal configuration of a room or facility, set-up is generally the responsibility of the applicant. Set-up may be provided by Mesa Water employees depending on the request and their availability.

Use by groups or organizations – District facilities will only be available for use to non-profit and not-for-profit, community type groups or organizations located within Mesa Water's boundaries or consist of people living within its boundaries, unless an exception is approved by the General Manager or designee.

IV. Prohibited Use

The following are prohibited:

- Commercial business, fee-based or promotional activity.
- Programs involving the sale, advertising, or promotion of products or services.
- Business firms and other for-profit organizations soliciting or selling products or services, regardless of purpose.
- Private social functions, such as showers, birthday parties, dances, etc.
- Gambling on District property.
- Meetings or activities that charge an admission fee, solicit funds or donations, or accepts such from attendees.
 - Exceptions will be made if facility is used for educational purposes (i.e., continuing education training).

- Political fundraisers, political advocacy, or other partisan political meetings, rallies, or campaign activities/events.
- Religious groups and/or organizations for the purpose of advancing their interests.
- Meetings whose noise levels will interfere with activities at District facilities or adjacent properties.
- Groups that will have participants over the occupancy permit limit.
- Illegal activity.
- Purposes contrary to federal, state, or local law.
- Activities not consistent with the general business purpose of the building.
- Other uses that are deemed inappropriate by the General Manager.
- Consumption or possession of alcoholic beverages and legal/illegal drugs in and around District property.
- Posting signs and literature on District property or its kiosks.

V. Damages

Any damage or extraordinary maintenance expense incurred as a direct result of use by any group or organization of the facilities will be borne by said group. Each group or organization will have the duty and responsibility to ensure that the room is left in the same condition as it was before use. The General Manager or designee shall have the responsibility of examining the room before and after its use and shall make all decisions as to what damage or extraordinary maintenance, if any, shall be made the responsibility of the applicant. Their decision shall be final and binding upon the applicant.

If the use of District facilities involves the parking lot, the applicant shall be responsible for ensuring that there is no damage to Mesa Water property, and that it is left in a clean and orderly manner. Failure to do so will result in a charge based upon costs of repair or maintenance, as determined by the General Manager or designee.

VI. Limitations on Hours

There shall be no use of District facilities other than for Mesa Water business between the hours of 10:00 p.m. and 7:00 a.m.

VII. Liability/Insurance

Mesa Water is not liable for accidental injury to persons or loss or damage of group or individual property. The applicant is required to sign the statement on the application prior to the use of District facilities that states that they agree to hold Mesa Water, the individual members thereof and all the District officers, agents and employees, free and harmless from any loss, damage, liability, costs or expenses that may arise during or be caused in any way by the requested use or occupancy of Mesa Water property.

Applicant must provide proof of general liability insurance with Mesa Water listed as additionally insured for an amount no less than \$1,000,000 per occurrence for all events. Insurance coverage must include public liability and property damage.

VIII. Inspection of Premises

Each applicant shall inspect the premises prior to use and make themselves aware of any conditions or items which might result in danger or accident to any individuals using the premises and as a result of that inspection be responsible to insure that all members of the group or organization are warned of any dangerous conditions on the premises and avoid such dangers.

IX. Disclaimer

Use of District facilities does not constitute Mesa Water's endorsement of the viewpoints, beliefs, ideas, or policies expressed by groups or organizations utilizing District facilities and may not be advertised or implied as having such approval or endorsement.

DRAFT

RESOLUTION NO. XXXX

**ATTACHMENT B
RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING A DISTRICT FACILITY USE POLICY,
SUPERSEDING RESOLUTION NO. 1135**

Application for Use of District Facilities



1965 Placentia Avenue
Costa Mesa, CA 92627
(949) 631-1205

APPLICATION FOR USE OF DISTRICT FACILITIES

Name of Applicant: _____ Non-Profit #: _____

Title | Position: _____

Name of Group | Organization: _____

Address: _____
Street, City, State, Zip Code

E-Mail Address: _____

Telephone #: _____ Cellphone #: _____

Purpose of Event: _____

Topic: _____

Event Date: _____

Start Time: _____ Finish Time: _____

Include set-up and clean-up time.

Expected Attendance: Adults _____ Children _____ Total: _____

Facility: _____

Set-Up Requirements, if any: _____

All requests for the use of District facilities are required to complete this application at least two weeks prior to the desired date of use.

By submitting this application, the applicant agrees in writing (i) that they have read the District Facility Use Policy and agree to abide by all of the policies and each and every other requirement by the General Manager or designee, (ii) to provide proof of general liability insurance listing Mesa Water as additionally insured for an amount of no less than \$1,000,000 per occurrence is required for all events. Coverage must include public liability and property damage, and (iii) to hold Mesa Water District, the individual members thereof, and all District Officers, agents, and employees, free and harmless from any loss, damage, liability, costs or expenses that may arise during or be caused in any way by the requested use or occupancy of District property.

Applicant's Signature

Permission for the above-requested use is granted, subject to the following:

General Manager or Designee's Signature

Date

RESOLUTION NO. ~~1135~~XXXX

**RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS ~~OF
MESA CONSOLIDATED WATER DISTRICT
TO RESCIND RESOLUTION NO. 861,
ADOPTING A DISTRICT FACILITY PUBLIC USE POLICY OF THE BOARD
MEETING ROOM,
SUPERSEDING RESOLUTION NO. 1135~~**

WHEREAS, Mesa Water District (Mesa Water® or District) 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, ~~it is the desire of~~ the Board of Directors of Mesa ~~Consolidated~~ Water District ~~desire to rescind their previous policy as adopted in Resolution No. 861, which made available to the public, public use of the Board meeting room~~ adopt a District Facility Use Policy (Policy) that would allow the public to use District facilities, when such use ~~did~~ does not conflict with the needs of ~~the District~~ Mesa Water; and

WHEREAS, ~~it is also the desire of the Board of Directors that~~ exceptions to ~~this policy~~ the Policy may be granted by the General Manager or designee on a case-by-case basis; ~~and~~

~~NOW THEREFORE, BE IT RESOLVED THAT it is now the desire of the Board of Directors to allow the public to utilize the Board meeting room for public use, unless it is for District-related business only, with exceptions granted by the General Manager on a case-by-case basis.~~

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

Section 1. The Board of Directors of Mesa Water District does hereby adopt the District Facility Use Policy (Policy), which is attached hereto as Attachment A. The Policy allows the use of District facilities when such use does not conflict with the needs of Mesa Water. Exceptions to the Policy shall be granted by the General Manager or designee on a case-by-case basis.

Section 2. This Resolution supersedes Resolution No. 1135 and all prior Board actions and management policies and procedures regarding the use of District facilities by the public.

Section 3. This Resolution shall take effect upon its adoption.

~~ADOPTED, SIGNED AND APPROVED this 12th day of January 1995, by a roll call vote of 5-0.~~

AYES: DIRECTORS: Nelson, Panian, Durante, Hall, Ohlig
NOES: DIRECTORS: None
ABSTAIN: DIRECTORS: None
ABSENT: DIRECTORS: None

MESA CONSOLIDATED WATER DISTRICT

Thomas E. Nelson, President

Michell Jackson, District Secretary

ADOPTED, SIGNED, and APPROVED this 27th of March 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. XXXX

**ATTACHMENT A
RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING A DISTRICT FACILITY USE POLICY,
SUPERSEDING RESOLUTION NO. 1135**

District Facility Use Policy
Adopted: March 27, 2024

DRAFT

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I. Purpose

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II. General

District facilities are to be used primarily for conducting Mesa Water business. It is intended that District facilities be used to the fullest extent possible for these purposes. Accordingly, Mesa Water's needs shall in all cases take precedence over all other activities at its facilities.

Failure to abide by this Policy or any other policies promulgated by the Board of Directors (Board), or any directions or instructions given by the General Manager or designee, shall be grounds for denial of any future use of District facilities.

No use or occupancy of any Mesa Water property will be permitted if the General Manager or Board, in their exercise of discretion, determine that such use or occupancy is prohibited by law or if such use or occupancy will interfere with the use of the property for Mesa Water business, or that will result in disturbances of the peace, or in damage to the property which will render it unfit for or will interfere with its proper use.

The Board may, at its discretion, amend this Policy or cancel or suspend the public use of District facilities.

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The District reserves the right to cancel any and all reservations without providing any other accommodations in the event the facility is needed for Mesa Water business, or if the facility becomes unavailable due to unforeseen maintenance or safety issues.

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IV. Prohibited Use

The following are prohibited:

- Commercial business, fee-based or promotional activity.
- Programs involving the sale, advertising, or promotion of products or services.
- Business firms and other for-profit organizations soliciting or selling products or services, regardless of purpose.
- Private social functions, such as showers, birthday parties, dances, etc.
- Gambling on District property.
- Meetings or activities that charge an admission fee, solicit funds or donations, or accepts such from attendees.
 - Exceptions will be made if facility is used for educational purposes (i.e., continuing education training).

- Political fundraisers, political advocacy, or other partisan political meetings, rallies, or campaign activities/events.
- Religious groups and/or organizations for the purpose of advancing their interests.
- Meetings whose noise levels will interfere with activities at District facilities or adjacent properties.
- Groups that will have participants over the occupancy permit limit.
- Illegal activity.
- Purposes contrary to federal, state, or local law.
- Activities not consistent with the general business purpose of the building.
- Other uses that are deemed inappropriate by the General Manager.
- Consumption or possession of alcoholic beverages and legal/illegal drugs in and around District property.
- Posting signs and literature on District property or its kiosks.

V. Damages

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VI. Limitations on Hours

There shall be no use of District facilities other than for Mesa Water business between the hours of 10:00 p.m. and 7:00 a.m.

VII. Liability/Insurance

Mesa Water is not liable for accidental injury to persons or loss or damage of group or individual property. The applicant is required to sign the statement on the application prior to the use of District facilities that states that they agree to hold Mesa Water, the individual members thereof and all the District officers, agents and employees, free and harmless from any loss, damage, liability, costs or expenses that may arise during or be caused in any way by the requested use or occupancy of Mesa Water property.

Applicant must provide proof of general liability insurance with Mesa Water listed as additionally insured for an amount no less than \$1,000,000 per occurrence for all events. Insurance coverage must include public liability and property damage.

VIII. Inspection of Premises

Each applicant shall inspect the premises prior to use and make themselves aware of any conditions or items which might result in danger or accident to any individuals using the premises and as a result of that inspection be responsible to insure that all members of the group or organization are warned of any dangerous conditions on the premises and avoid such dangers.

IX. Disclaimer

Use of District facilities does not constitute Mesa Water's endorsement of the viewpoints, beliefs, ideas, or policies expressed by groups or organizations utilizing District facilities and may not be advertised or implied as having such approval or endorsement.

DRAFT

RESOLUTION NO. XXXX

**ATTACHMENT B
RESOLUTION OF THE
MESA WATER DISTRICT BOARD OF DIRECTORS
ADOPTING A DISTRICT FACILITY USE POLICY,
SUPERSEDING RESOLUTION NO. 1135**

Application for Use of District Facilities

DRAFT



1965 Placentia Avenue
Costa Mesa, CA 92627
(949) 631-1205

APPLICATION FOR USE OF DISTRICT FACILITIES

Name of Applicant: _____ Non-Profit #: _____

Title | Position: _____

Name of Group | Organization: _____

Address: _____
Street, City, State, Zip Code

E-Mail Address: _____

Telephone #: _____ Cellphone #: _____

Purpose of Event: _____

Topic: _____

Event Date: _____

Start Time: _____ Finish Time: _____

Include set-up and clean-up time.

Expected Attendance: Adults _____ Children _____ Total: _____

Facility: _____

Set-Up Requirements, if any: _____

All requests for the use of District facilities are required to complete this application at least two weeks prior to the desired date of use.

By submitting this application, the applicant agrees in writing (i) that they have read the District Facility Use Policy and agree to abide by all of the policies and each and every other requirement by the General Manager or designee, (ii) to provide proof of general liability insurance listing Mesa Water as additionally insured for an amount of no less than \$1,000,000 per occurrence is required for all events. Coverage must include public liability and property damage, and (iii) to hold Mesa Water District, the individual members thereof, and all District Officers, agents, and employees, free and harmless from any loss, damage, liability, costs or expenses that may arise during or be caused in any way by the requested use or occupancy of District property.

Applicant's Signature

Permission for the above-requested use is granted, subject to the following:

General Manager or Designee's Signature

Date



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MEMORANDUM

TO: Executive Committee
FROM: Denise Garcia, Chief Administrative Officer
DATE: March 4, 2024
SUBJECT: Workforce Optimization

RECOMMENDATION

Recommend that the Board of Directors adopt a Workforce Optimization statement that reads as follows:

The greatest asset and the foundation of Mesa Water District's success is its people. Mesa Water is focused on creating an optimized workforce whose differences are welcomed and valued in an environment where employees are supported and developed to reach their full potential.

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

None.

DISCUSSION

Mesa Water District's (Mesa Water®) long history has been built on the talent, creativity and hard work of its people. To solidify this legacy, staff has developed a Workforce Optimization statement for the Board of Directors' (Board) review. The right mix of people creates a strong organizational culture essential to achieving Goal #4 of the Board's Strategic Plan –attracting, developing and retaining skilled employees. Currently, Mesa Water's commitment to optimizing its workforce consists of:

- Ensuring a diverse recruitment talent pool by casting a wide net over a multitude of diverse sources
- Limiting hurdles that could discourage applicants
- Consistent blind reading of applications
- Building a selection process that is fair and based on job relevant criteria only, resulting in the most qualified hire
- Providing compensation and benefits that attract top talent
- Establishing an Elite Onboarding Program
- Establishing a fair employee evaluation process at the 3-,6-,9- and 12-month markers
- Early identification of talent, execution of development plans, and timely promotions



- A belief in promoting from within the organization
- Offering opportunities for career development including a substantive Tuition Education program, presentation training, elite customer service training, and access to professional development conference and webinars
- Conducting bi-annual employee engagement surveys

These processes have created:

1. A workforce that reflects the community we serve and in which Mesa Water operates; and
2. A dynamic environment where each employee can be the best version of themselves.

Moving forward, staff will create a workforce optimization program that expands upon and ultimately measures these processes. The first step in creating such a program is adopting a Workforce Optimization statement and staff recommends Board approval.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



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Water Needs*

MEMORANDUM

TO: Executive Committee
FROM: Paul E. Shoenberger, P.E., General Manager
DATE: March 4, 2024
SUBJECT: Future Agenda Topics

RECOMMENDATION

Review future agenda topics.

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

None.

DISCUSSION

Staff will provide a list of future agenda topics at the Executive Committee meeting.

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

REPORTS:

4. REPORT OF THE GENERAL MANAGER

REPORTS:

5. DIRECTORS' REPORTS AND COMMENTS