

**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.

**Section 2.** This Resolution shall be reviewed biennially.

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

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

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Shawn Dewane  
President, Board of Directors

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Denise Garcia, District Secretary

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## 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	\$ 550
25 – 34 years of service	\$ 900
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.