



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
BOARD OF DIRECTORS  
Monday, March 25, 2019  
1965 Placentia Avenue, Costa Mesa, CA 92627  
3:30 p.m. Special Board Meeting**

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**FINANCE COMMITTEE MEETING  
Monday, March 25, 2019 at 3:30 p.m.**

**Teleconference Site:  
4100 Moores Lane, Apt #227  
Texarkana, Texas 75503**

**Members of the Public may attend and participate in the meeting at both locations.  
Notice will be posted on door at the Teleconference Site.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

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

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

**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. Accounts Paid Listing
2. Monthly Financial Reports
3. Major Staff Projects
4. Committee Policy & Resolution Review

**ACTION ITEMS:**

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

5. Financial Auditor Selection



**PRESENTATION AND DISCUSSION ITEMS:**

6. Electronic Bill Presentation and Payment

**REPORTS:**

7. Report of the General Manager
8. Directors' Reports and Comments

**INFORMATION ITEMS:**

None

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

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

*Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at [www.MesaWater.org](http://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**

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>CAPITAL</b>				
DITCH WITCH SOUTHERN CALIFORNIA				
000029062	279758	DITCH WITCH PARTS		659.40
	2/7/2019		1	<u>659.40</u>
TETRA TECH, INC				
000029034	51400149	RES 1 CONCRETE EVAL		2,100.00
000029034	51399801	OCTA 2246INSP-405 WIDENING		1,680.00
	2/1/2019		1	<u>3,780.00</u>
WA RASIC CONSTRUCTION CO.				
000029102	341226	M19-003 ON CALL PIPELINE REPR		21,405.46
	2/7/2019		1	<u>21,405.46</u>
<b>TOTAL CAPITAL</b>			<b>3</b>	<b>25,844.86</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>DEPARTMENT EXPENSE</b>				
ACWA				
000028995	INV006346	RECRUITMENT ADVERTISEMENT		475.00
000029114	INV006660	SPONSORSHIP - VIDEO SERIES		1,250.00
	2/15/2019		2	1,725.00
ACWA JOINT POWERS INSURANCE AUTHORITY				
000028996	FEB2019EAP	FEBRUARY 2019 EAP		124.55
000029115	MAR2019EAP	MARCH 2019 EAP		126.90
	2/15/2019		2	251.45
APPLE ONE EMPLOYMENT				
000029000	01-5098195	TEMP LABOR- HR, WE 12/29		525.60
000029000	01-5098196	TEMP LABOR-PA, WE 12/29		518.56
000029000	01-5098197	TEMP LABOR-FINANCE, WE 12/29		1,188.96
000029000	01-5106082	TEMP LABOR-FINANCE, WE 01/05		1,188.96
000029000	01-5106081	TEMP LABOR-HR, WE 01/05		525.60
000029000	01-5114118	TEMP LABOR-FINANCE, WE 01/12		2,018.62
000029000	01-5114117	TEMP LABOR-HR, WE 01/12		884.36
000029000	01-5120081	TEMP LABOR-FINANCE, WE 01/19		2,018.62
000029050	01-5120080	TEMP LABOR-HR, WE 01/19		1,475.59
000029050	01-5127947	TEMP LABOR-FINANCE, WE 01/26		1,225.98
000029050	01-5127946	TEMP LABOR- HR, WE 01/26		1,094.87
000029173	01-5134377	TEMP LABOR, HR, WE 02/02		1,375.33
	2/21/2019		3	14,041.05
BAVCO				
000029001	887321	INSTRUMENT CALIBRATION/REPAIR		256.88
000029053	888751	INSTRUMENT CALIBRATION		115.00
	2/7/2019		2	371.88
CA DEPT OF JUSTICE				
000029002	348930	PRE-EMPLOYMENT FINGERPRINTS		64.00
000029125	354634	PRE-EMPLOYMENT FINGERPRINTS		64.00
	2/15/2019		2	128.00
CALPERS BENEFIT PAYMENTS				
0146321	15553793	FEBRUARY HEALTH		42,200.73

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
0146322	15553807	FEBRUARY HEALTH PA		6,155.36
0146323	12319	PPE 1/23/19		30,730.21
0146329	02012019	PPE 2/1/19		32,335.36
	2/21/2019		4	<u>111,421.66</u>
<b>COLONIAL LIFE &amp; ACCIDENT INS</b>				
000029007	8892333-0125495	INSURANCE - PPE 1/4 & 1/18		483.68
000029129	8892333-0208409	INSURANCE - PPE 02/01/19		241.84
000029176	8892333-0222360	INSURANCE - PPE 02/01/19		241.84
	2/21/2019		3	<u>967.36</u>
<b>CALIFORNIA WATER EFFICIENCY PARTNERSHIP</b>				
000029009	MD-2019-160	ANNUAL MEMBERSHIP DUES		4,106.79
000029059	SPOP2P201914	SPONSORSHIP		1,000.00
	2/7/2019		2	<u>5,106.79</u>
<b>FIRST BANKCARD</b>				
0146466	0119FB	JANUARY 2019 CHARGES		11,467.36
	2/15/2019		1	<u>11,467.36</u>
<b>G&amp;W TOWING</b>				
000029011	442958	TOWING - UNIT #53		61.00
000029067	443318	TOWING- UNIT# 88		67.00
	2/7/2019		2	<u>128.00</u>
<b>ICMA-RC RETIREMENT</b>				
0146319	020119	PPE 2/1/19		1,028.96
0146320	0201191	PPE 2/1/19		5,170.74
0146326	0215191	PPE 2/15/19		5,170.74
0146327	21519	PPE 2/15/19		1,028.96
	2/21/2019		4	<u>12,399.40</u>
<b>4 IMPRINT</b>				
000029142	7016446	MWD EMBROIDERED CAPS		128.63
	2/15/2019		1	<u>128.63</u>
<b>NATIONWIDE RETIREMENT SOLUTIONS</b>				
0146318	020119	PPE 2/1/19		6,128.07

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
0146328	021519	PPE 2/15/19		6,128.07
	2/21/2019		2	12,256.14
ORANGE COUNTY EMPLOYEES ASSN				
000029083	OCEA PPE020119	MEMBERSHIP DUES 02/01/19		275.52
000029191	OCEA PPE010419	MEMBERSHIP DUES 01/04/19		275.52
000029191	OCEA PPE021519	MEMBERSHIP DUES 02/15/19		275.52
	2/21/2019		2	826.56
SHARON D BRIMER				
000029195	FEB2019	BOARD MINUTES - FEB 2019		180.00
	2/21/2019		1	180.00
TRACKER, A DIVISION OF C2, LLC				
000029094	19-0000-186-Q4	PORTFOLIO ACCTNG & REPORTING		1,200.00
000029198	02-07821	ANNUAL SUBSCRIPTION FEE		2,820.00
	2/21/2019		2	4,020.00
ULTIMATE STAFFING SERVICES				
000029096	13681216	TEMP LABOR, HR, WE 12/23		2,725.32
000029096	13683870	TEMP LABOR, HR, WE 12/30		2,934.96
000029096	13685226	TEMP LABOR, HR, WE 01/06		1,677.12
000029096	13687963	TEMP LABOR, HR, WE 01/13		2,952.43
000029165	13690654	TEMP LABOR, HR, WE 01/20		2,847.61
000029165	13693457	TEMP LABOR, HR, WE 01/27		2,236.16
000029165	13696175	TEMP LABOR, HR, WE 02/03		2,795.20
000029199	13698849	TEMP LABOR, HR, WE 02/10		2,795.20
	2/21/2019		3	20,964.00
UNION BANK				
000029106	1132188	CY18 Q4 BANK DEPOSITORY FEES		875.00
	2/7/2019		1	875.00
VISTA DEL VERDE LANDSCAPE				
000029200	31907	LANDSCAPE UPGRADES - MWRF		3,586.52
000029200	31912	LANDSCAPE UPGRADES - MWRF		351.99

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000029200	31850	LANDSCAPE MAINT FEES-FEB 2019		3,006.00
	2/21/2019		1	6,944.51
<b>TOTAL DEPARTMENT EXPENSE</b>			<b>40</b>	<b>204,202.79</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>DIRECTOR CHECKS</b>				
FRED BOCKMILLER				
0146218	EXP122118	MILEAGE REIMBURSEMENT		7.74
0146218	EXP011819	MILEAGE REIMBURSEMENT		19.72
	2/6/2019		1	27.46
JAMES ATKINSON				
0146217	EXP122118	MILEAGE REIMBURSEMENT		5.45
0146217	EXP011819	MILEAGE REIMBURSEMENT		23.20
	2/6/2019		1	28.65
JAMES FISLER				
0146221	EXP011819	MILEAGE REIMBURSEMENT		10.44
	2/6/2019		1	10.44
MARICE DEPASQUALE				
0146219	EXP122118B	MILEAGE REIMBURSEMENT		6.54
0146219	EXP011819	MILEAGE REIMBURSEMENT		15.08
	2/6/2019		1	21.62
SHAWN DEWANE				
0146220	EXP122118	MILEAGE REIMBURSEMENT		13.63
0146220	EXP011819	MILEAGE REIMBURSEMENT		4.06
	2/6/2019		1	17.69
<b>TOTAL DIRECTOR CHECKS</b>			<b>5</b>	<b>105.86</b>



# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>EMPLOYEE CHECKS</b>				
HOUI ANTHONY PHOU				
0146317	EXP011119	EXPENSE REIMBURSEMENT		849.71
	2/20/2019		1	849.71
KARYN IGAR				
0146222	EXP012819	TUITION REIMBURSEMENT		3,107.87
	2/6/2019		1	3,107.87
MARWAN KHALIFA				
0146224	EXP012919	EXPENSE REIMBURSEMENTS		220.25
	2/6/2019		1	220.25
TYLER JERNIGAN				
0146223	EXP012819	TUITION REIMBURSEMENT		2,656.19
	2/6/2019		1	2,656.19
<b>TOTAL EMPLOYEE CHECKS</b>			<b>4</b>	<b>6,834.02</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>GENERAL AND ADMINISTRATIVE</b>				
EMBASSY CONSTRUCTION, INC.				
000029108	CHEQ00099006993	20070900 Cheque Deposits 20070		581.00
	2/15/2019		1	<u>581.00</u>
HIXSON METAL FINISHING				
000028980	C2100	C2100 BOND REFUND-829 PRODUCTN		1,725.00
	2/1/2019		1	<u>1,725.00</u>
STARVING SCHOLAR MOVING & STORAGE				
000028981	CHEQ00099006986	06102003 Overpayment		54.77
	2/1/2019		1	<u>54.77</u>
BERNADETTE HOCKENBURY				
000029109	CHEQ00099006991	00104602 Cheque Deposits 00104		43.10
	2/15/2019		1	<u>43.10</u>
TONI GILMAN				
000029110	CHEQ00099006989	10006102 Cheque Deposits 10006		85.40
	2/15/2019		1	<u>85.40</u>
DON VANDER WAL				
000028982	CHEQ00099006985	08614200 Cheque Deposits 08614		97.40
	2/1/2019		1	<u>97.40</u>
RICHMOND AMERICAN HOMES OF CA, INC.				
000028983	C2126	C2125 BOND REFUND-573 VICTORIA		17,270.50
	2/1/2019		1	<u>17,270.50</u>
RUTTER DEVELOPMENT CORPORATION				
000028984	C1791	C1791 BOND REFUND-1901 NEWPORT		17,113.00
	2/1/2019		1	<u>17,113.00</u>
TR COMPANY				
000028985	C1902	C1902 BOND REFUND-CORONADO DR		16,548.00
	2/1/2019		1	<u>16,548.00</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
BEACHWALK, INC.				
000028986	CHEQ00099006984	07315400 Overpayment		213.83
	2/1/2019		1	<u>213.83</u>
SAM-COSTA MESA, LLC				
000028987	C2015	C2015 BOND REFUND-162/164 FLWR		1,600.00
	2/1/2019		1	<u>1,600.00</u>
WADE JACKSON				
000028988	CHEQ00099006983	05100700 Overpayment		40.13
	2/1/2019		1	<u>40.13</u>
FAIRFIELD PACIFICA, LP				
000028989	C2009	C2009 BOND REFUND-421 BERNARD		4,244.00
	2/1/2019		1	<u>4,244.00</u>
SOUTH POINT EQUITIES, LLC				
000028990	C2075.	C2075 BOND REFUND-160 E 16TH		2,687.00
000028990	C2025	C2025 BOND REFND-2203 STATE ST		2,279.00
	2/1/2019		1	<u>4,966.00</u>
WESTREEF HOUSING, LLC				
000028991	C2059	C2059 BOND REFND-1259 VICTORIA		4,400.00
	2/1/2019		1	<u>4,400.00</u>
FAST 5 XPRESS HOLDING II, LLC				
000028992	C2143	C2143 BOND REFUND-481 E 17TH		900.00
	2/1/2019		1	<u>900.00</u>
KATHY TROXEL				
000028993	CHEQ00099006988	04613700 Overpayment		128.08
	2/1/2019		1	<u>128.08</u>
JASON KNAPMEYER				
000029111	CHEQ00099006990	30001322 Cheque Deposits 30001		88.69
	2/15/2019		1	<u>88.69</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
UPGRADE ATHLETICS, LLC				
000028994	CHEQ00099006987	07106800 Cheque Deposits 07106		149.66
	2/1/2019		1	149.66
PHILIP JAY STEINERT				
000029112	CHEQ00099006996	05922914 Cheque Deposits 05922		88.16
	2/15/2019		1	88.16
CHIA-HSING CHANG				
000029113	CHEQ00099006994	30000065 Cheque Deposits 30000		6.47
	2/15/2019		1	6.47
ANDREW KING				
000028998	C2122	C2122 BOND REFUND-1017 GROVE		950.00
	2/1/2019		1	950.00
APOLLO PRINTING & GRAPHICS				
000028999	244723	PRINTING - LETTERHEAD		720.59
	2/1/2019		1	720.59
APPLIED BEST PRACTICES, LLC				
000029119	24355	PROFESSIONAL SERVICES		350.00
	2/15/2019		1	350.00
AT&T MOBILITY				
000029121	87023041770X01282	WIRELESS COMM 12/21-01/20		1,551.32
	019			
	2/15/2019		1	1,551.32
BLUECOSMO SATELLITE COMMUNICATIONS				
000029123	BU01103421	SATELLITE PHONE SERVICE		88.73
	2/15/2019		1	88.73
CALIFORNIA ADVOCATES INC.				
000029124	011939	PROFESSIONAL SERVICES		7,000.00
000029174	021940	PROFESSIONAL SERVICES		7,000.00
	2/21/2019		2	14,000.00

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CANON FINANCIAL SERVICES, INC.				
000029003	19630122	PRINTER EQUIPMENT LEASE/USAGE		4,470.38
	2/1/2019		1	<u>4,470.38</u>
CITY CLERKS ASSOCIATION OF CALIFORNIA				
000029005	895	ANNUAL MEMBERSHIP DUES		160.00
000029005	917	ANNUAL MEMBERSHIP DUES		65.00
000029005	916	ANNUAL MEMBERSHIP DUES		65.00
	2/1/2019		1	<u>290.00</u>
CITY OF COSTA MESA				
000029006	10054	FIRE DEPT INSPECTION		250.00
	2/1/2019		1	<u>250.00</u>
CITY OF SANTA ANA				
000029175	35776303FEB19	CHANDLER WATER/SEWER		120.58
000029175	35821304FEB19	CRODDY WATER/SEWER		226.93
	2/21/2019		1	<u>347.51</u>
CNA SURETY				
000029128	15533804-19-20	CA NOTARY E&O INSURANCE		300.00
	2/15/2019		1	<u>300.00</u>
CCS ORANGE COUNTY JANITORIAL INC.				
000029130	77997471	JANITORIAL SUPPLIES - JAN 2019		623.70
000029130	78033221	JANITORIAL SUPPLIES - JAN 2019		315.04
000029130	419776	JANITORIAL SERVICES - FEB 2019		2,900.00
	2/15/2019		1	<u>3,838.74</u>
COSTA MESA HIGH SCHOOL				
000029057	012419	SPONSORSHIP- SOLAR CUP		2,500.00
	2/7/2019		1	<u>2,500.00</u>
COSTCO WHOLESALE				
000029105	030119	Costco Membership Renewal		240.00
	2/7/2019		1	<u>240.00</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CUMMINS-ALLISON CORP.				
000029008	1332411	IT SUPPIES/EQUIPMENT		1,198.43
	2/1/2019		1	1,198.43
DAVID KAWASHIMA				
000029045	19213.	PHOTOGRAPHY SERVICES		215.50
	2/1/2019		1	215.50
DAVID TIZIANI				
000029131	915691	REPAIR ACCIDENT VEHICLE		225.71
	2/15/2019		1	225.71
EMPLOYEE RELATIONS INC				
000029063	84291	PRE-EMPLOYMENT VEHICLE REPORTS		15.70
	2/7/2019		1	15.70
ENTERPRISE FM TRUST				
000029180	FBN3650607	GM AUTO LEASE - FEB 2019		520.61
	2/21/2019		1	520.61
ENVIRONMENTAL NATURE CENTER				
000029133	1819001	SPONSORSHIP-YOUTH WTR ED		10,000.00
	2/15/2019		1	10,000.00
F M THOMAS AIR CONDITIONING INC				
000029182	39372	REPAIR - HVAC		295.00
	2/21/2019		1	295.00
FRONTIER COMMUNICATIONS				
000028852A	17945DEC18	DDS LINE 12/13 - 1/12		108.36
000028852A	0926JAN2019	949-650-0926 JAN 2019		1,114.87
000029010	17945JAN19	DDS LINE 01/13 -02/12		117.83
	2/13/2019		2	1,341.06

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>FULL CIRCLE RECYCLING</b>				
000029135	22269	PAPER RECYCLING - JAN 2019		89.00
	2/15/2019		1	<u>89.00</u>
<b>GERARD SIGNS &amp; GRAPHICS INC</b>				
000029012	28058	BOARD PHOTOS ON DIRECTORS BRD		145.00
	2/1/2019		1	<u>145.00</u>
<b>INFOSEND INC</b>				
000029016	146010	CUSTOMER BILLING SERVICE		1,060.38
000029016	147257	MONTHLY MAINTENANCE FEE		2,532.89
000029073	147629	CUSTOMER BILLING SERVICE		959.23
000029073	147761	CUSTOMER BILLING SERVICE		1,975.98
000029073	147900	CUSTOMER BILLING SERVICE		1,353.23
000029143	147467	MAILER - RATE NOTICE POSTCARDS		7,457.51
000029143	148047	CUSTOMER BILLING SERVICE		720.84
000029184	149110	CUSTOMER BILLING SERVICE		1,475.75
000029184	149249	MONTHLY MAINTENANCE FEE		3,183.18
	2/21/2019		4	<u>20,718.99</u>
<b>KLEEN KRAFT SERVICES</b>				
000029017	0987584	UNIFORMS, MATS & TOWELS		401.17
000029017	0988278	UNIFORMS, MATS & TOWELS		227.28
000029017	0988980	UNIFORMS, MATS & TOWELS		211.98
000029017	S0988203	MWD EMBROIDERED WEAR		117.40
000029077	0989666	UNIFORMS, MATS & TOWELS		247.96
000029146	0991052	UNIFORMS, MATS & TOWELS		172.76
000029185	0990364	UNIFORMS, MATS & TOWELS		357.75
000029185	0991741	UNIFORMS, MATS & TOWELS		261.48
	2/21/2019		4	<u>1,997.78</u>
<b>LIEBERT CASSIDY WHITMORE</b>				
000029020	1471870	PROFESSIONAL SERVICES - DEC 18		875.00
	2/1/2019		1	<u>875.00</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
MEDIA ANALYTICS LTD				
000029188	28275	CY19 Water Report		595.00
	2/21/2019		1	<u>595.00</u>
MORAN CONSULTING, INC.				
000029149	3440	CS ONGOING SUPPORT		9,250.00
	2/15/2019		1	<u>9,250.00</u>
My Fit Foods				
000029021	C2028	C2028 BOND REFUND-495 E 17TH		500.00
	2/1/2019		1	<u>500.00</u>
NEXTDAY DELIVERY SERVICE, LLC				
000029082	744339	MAIL DELIVERY SVCS - JAN 2019		552.84
000029152	745261	MAIL DELIVERY SVCS - FEB 2019		552.84
	2/15/2019		2	<u>1,105.68</u>
NGWA				
000029190	3206255-2019	NGWA 2019 Membership Renewal		375.00
	2/21/2019		1	<u>375.00</u>
NOVATIME TECHNOLOGY INC				
000029154	PSI097035	MONTHLY FEE- TIME CARD NT		184.50
	2/15/2019		1	<u>184.50</u>
ORANGE COUNTY REGISTER				
000029156	180170893-122618	OCR SUBSCRIPTION - ST		222.63
	2/15/2019		1	<u>222.63</u>
O'NEIL STORAGE #0481				
000029157	1901058	FILE STORAGE - JAN 2019		246.40
	2/15/2019		1	<u>246.40</u>
PROCARE WORK INJURY CENTER (DBA)				
000029025	251536	EMPLOYMENT SCREENING		25.00
000029025	253111	EMPLOYMENT SCREENING		50.00
000029025	256144	PRE-EMPLOYMENT PHYSICALS		508.64



# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000029025	256145	EMPLOYMENT SCREENING		50.00
000029086	259235	PRE-EMPLOYMENT PHYSICALS		351.82
000029086	259238	EMPLOYMENT SCREENING		25.00
	2/7/2019		2	<u>1,010.46</u>
RAISING CANES				
000029026	C2162	C2162 BOND REFUND-3150 HARBOR		2,225.00
	2/1/2019		1	<u>2,225.00</u>
RAYNE WATER SYSTEMS				
000029160	30486FEB19	SOFT WATER SERVICE - FEB 2019		39.45
	2/15/2019		1	<u>39.45</u>
HERITAGE ENVIRONMENTAL/RINECO				
000029161	1917261	HAZARDOUS WASTE DISPOSAL		251.00
	2/15/2019		1	<u>251.00</u>
SOUTHERN CALIFORNIA WATER COMMITTEE, INC.				
000029046	003	SPONSORSHIP		250.00
	2/5/2019		1	<u>250.00</u>
SECTRAN SECURITY INC				
000029193	19020896	WEEKLY BANK DEPOSITS-FEB 2019		203.64
	2/21/2019		1	<u>203.64</u>
SENTRIC INC				
0146463	572671	PAYROLL PROCESSING FEE		1,112.10
0146464	573903	PAYROLL PROCESSING FEE		317.90
	2/20/2019		2	<u>1,430.00</u>
STAFFING SOLUTIONS				
000029030	27177	TEMP LABOR, CUS SVC, WE 12/23		1,493.50
000029030	27235	TEMP LABOR, CUS SVC, WE 12/30		835.20
000029162	27288	TEMP LABOR, CUST SVC, WE 01/06		962.08
000029162	27346	TEMP LABOR, CUST SVC, WE 01/13		1,468.13
000029162	27400	TEMP LABOR, CUST SVC, WE 01/20		1,392.00
000029162	27458	TEMP LABOR, CUST SVC, WE 01/27		1,126.29
	2/15/2019		2	<u>7,277.20</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
T2 TECHNOLOGY GROUP, LLC				
000029031	3514	IT INFO SYSTEMS HARDWARE		9,157.95
	2/1/2019		1	9,157.95
TAYLOR MORRISON OF CALIFORNIA				
000029033	C2065	C2065 BOND REFUND-1677 SUPERIO		9,590.00
	2/1/2019		1	9,590.00
TIME WARNER CABLE				
000029035	1524356010519	INTERNET - MWRF SUBLEASE		184.98
000029035	0679649010819	INTERNET - MWRF		324.98
000029163	0012934012319	CABLE-DISTRICT,INTERNET-RES 2		349.35
	2/15/2019		2	859.31
TOTAL FUNDS BY HASLER				
000029093	5780JAN19	POSTAGE - JAN 2019		547.46
	2/7/2019		1	547.46
UDR VILLA VENETTA APARTMENTS, LP				
000029037	C2002.	C2002 BOND REFUND-2775 MESA VR		1,400.00
	2/1/2019		1	1,400.00
ULINE				
000029095	104827957	JANITORIAL SUPPLIES		62.71
000029095	105207176	M17-106 BOXES		428.43
	2/7/2019		1	491.14
UNIVERSAL WASTE SYSTEMS, INC				
000029099	0000188488	WASTE REMOVAL - FEB 2019		87.00
	2/7/2019		1	87.00
UNUM				
000029038	04205600016FEB19	LIFE INSURANCE - FEB 2019		2,520.73
000029167	04205600016MAR19	LIFE INSURANCE - MAR 2019		2,637.79
	2/15/2019		2	5,158.52

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>VERIZON WIRELESS</b>				
000029101	9822399323	MOBILE INTERNET - 12/17-1/16		2,511.06
	2/7/2019		1	2,511.06
<b>WALLACE LABORATORIES, LLC</b>				
000029039	50756	SOIL TESTING AND ANALYSIS		2,626.25
	2/1/2019		1	2,626.25
<b>WASTE MANAGEMENT OF OC</b>				
000029103	7942024-0149-1	ROLL OFF CONTAINER RENTAL- JAN		372.00
000029103	0372529-2515-3	TR CONTAINER RENTAL-FEB 2019		775.62
	2/7/2019		1	1,147.62
<b>WESTERN EXTERMINATOR COMPANY</b>				
000029201	6782444	PEST CONTROL - DISTRICT		92.50
000029201	6781556	PEST CONTROL - MWRF		92.50
	2/21/2019		1	185.00
<b>WHITE NELSON DIEHL EVANS LLP</b>				
000029168	188151	FY18 AUDIT SERVICES		2,318.00
	2/15/2019		1	2,318.00
<b>ZUNO ENTERPRISES, INC</b>				
000029202	1936	WEBSITE MAINTENANCE - OCT 2018		1,200.00
000029202	1945	WEBSITE MAINTENANCE - NOV 2018		2,040.00
	2/21/2019		1	3,240.00
<b>TOTAL GENERAL AND ADMINISTRATIVE</b>			<b>92</b>	<b>202,363.51</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>RETIREE CHECKS</b>				
ALAN COOK				
000029048	AC0219	FEB 2019 INSURANCE SUBSIDY		108.74
	2/7/2019		1	<u>108.74</u>
BRIAN HUNT				
000029054	BH0219	FEB 2019 INSURANCE SUBSIDY		3.00
	2/7/2019		1	<u>3.00</u>
COLEEN L MONTELEONE				
000029056	CM0219	FEB 2019 INSURANCE SUBSIDY		248.00
	2/7/2019		1	<u>248.00</u>
DIANA LEACH				
000029061	DL0219	FEB 2019 INSURANCE SUBSIDY		274.79
	2/7/2019		1	<u>274.79</u>
JOHN CERNEK				
000029076	JC0219	FEB 2019 INSURANCE SUBSIDY		70.00
	2/7/2019		1	<u>70.00</u>
LORI MULLER				
000029079	LM0219	FEB 2019 INSURANCE SUBSIDY		108.74
	2/7/2019		1	<u>108.74</u>
SCOTT PECA				
000029088	SP0219	FEB 2019 INSURANCE SUBSIDY		119.68
	2/7/2019		1	<u>119.68</u>
<b>TOTAL RETIREE CHECKS</b>			<b>7</b>	<b><u>932.95</u></b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>CHECK SIGNATURE EXEMPT</b>				
SOUTHERN CALIFORNIA EDISON CO				
000029047	2236281499JAN19A	ELECTRICITY JUL-JAN		111,856.23
	2/7/2019		1	111,856.23
<b>TOTAL CHECK SIGNATURE EXEMPT</b>			<b>1</b>	<b>111,856.23</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>WATER SUPPLY</b>				
AIRGAS USA LLC				
000029171	9084152043.	NITRIC OXIDE GAS		617.86
000029171	9959667032	CYLINDER RENTAL		128.09
	2/15/2019		1	<u>745.95</u>
AUTOMOBILE CLUB OF SOUTHERN CALIFORNIA				
000029052	DEC18LEASE	WELL 8 LAND LEASE - DEC 2018		6,541.61
000029052	FEB19LEASE	WELL 8 LAND LEASE - FEB 2019		6,541.61
	2/7/2019		1	<u>13,083.22</u>
D&H WATER SYSTEMS				
000029060	I208-1304	MWRF PUMP SUPPLIES		5,195.47
	2/7/2019		1	<u>5,195.47</u>
HARRINGTON INDUSTRIAL PLASTICS				
000029137	002M4413	PVC PIPES & SUPPLIES		629.63
	2/15/2019		1	<u>629.63</u>
HILL BROTHERS CHEMICAL CO.				
000029139	07047815	AMMONIA		9,499.28
	2/15/2019		1	<u>9,499.28</u>
JCI JONES CHEMICAL CO.				
000029075	779442	CAUSTIC SODA		1,896.40
	2/7/2019		1	<u>1,896.40</u>
MUNICIPAL WATER DISTRICT OF OC				
0146216	9737	DEC WTR DELIVERY		163,737.96
	2/7/2019		1	<u>163,737.96</u>
NALCO WATER PRETREATMENT SOLUTIONS				
000029022	2306011	MWRF GARDEN SUPPLIES		477.31
000029150	2307799	MWRF GARDEN SUPPLIES		417.52
000029189	2300033.	MWRF GARDEN SUPPLIES		8.62
	2/21/2019		3	<u>903.45</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
OCWD				
0146324	19847	DECEMBER 2018 GAP		8,974.98
	2/7/2019		1	8,974.98
PACIFIC HYDROTECH CORPORATION				
0146325	28RET	M17-100 WELL AUTOMATION/REHAB		43,525.40
	2/7/2019		1	43,525.40
SEPARATION PROCESSES, INC				
000029028	9262.	MWRF SUPPORT SERVICES		8,872.07
000029194	9301	MWRF SUPPORT SERVICES		2,454.07
	2/21/2019		2	11,326.14
UNIVAR USA, INC.				
000029098	LA695349	SOD HYPO		2,159.37
000029098	LA695350	SOD HYPO		269.93
000029098	LA697092	SOD HYPO		824.23
	2/7/2019		1	3,253.53
UNITED WATERWORKS INC.				
000029100	S100073504.001	WATER OPS PARTS		1,775.15
000029100	S100072790.002	WATER OPS PARTS		1,159.66
000029166	S100073504.002	WATER OPS PARTS		106.89
	2/15/2019		2	3,041.70
<b>TOTAL WATER SUPPLY</b>			<b>17</b>	<b>265,813.11</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>WATER SYSTEM</b>				
ARMORCAST PRODUCTS CO				
000029120	0197280-IN	MW METER BOX LID		171.43
	2/15/2019		1	171.43
BADGER METER INC.				
000029122	80027172	READER - SERVICE AGREEMENT		780.00
	2/15/2019		1	780.00
CHARLES P CROWLEY				
000029055	25504	WATER OPS PARTS		4,383.38
	2/7/2019		1	4,383.38
CLA-VAL				
000029127	763612	VALVE PARTS		2,945.45
	2/15/2019		1	2,945.45
DIG SAFE BOARD				
000029178	18DSBFEE315	DIG SAFE BOARD FEES		321.85
	2/21/2019		1	321.85
EWLES MATERIALS INC				
000029134	355044	M19-001MV BOBTAIL DUMP FEE		160.00
	2/15/2019		1	160.00
EXPRESS PIPE & SUPPLY CO. INC				
000029064	S105582319.001	PIPE SUPPLIES		34.42
	2/7/2019		1	34.42
HOPKINS TECHNICAL PRODUCTS				
000029140	3619300054	WATER OPS SUPPLIES		1,872.53
	2/15/2019		1	1,872.53
IRVINE PIPE & SUPPLY				
000029074	901075	PIPE FITTINGS & SUPPLIES		70.04
000029074	901797	PIPE FITTINGS & SUPPLIES		447.80
000029074	901797-1	PIPE FITTINGS & SUPPLIES		79.92
000029144	903567	PIPE FITTINGS & SUPPLIES		329.82
	2/15/2019		2	927.58



# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>LARRY'S BUILDING MATERIALS</b>				
000029018	CM-115979	BUILDING MATERIALS		69.77
000029018	CM-116021	BUILDING MATERIALS		41.91
000029018	CM-116196	BUILDING MATERIALS		30.39
000029018	CM-116197	BUILDING MATERIALS		53.44
000029078	CM-116317	BUILDING MATERIALS		76.88
	2/7/2019		2	<u>272.39</u>
<b>NATIONAL METER &amp; AUTOMATION INC.</b>				
000029151	S1108088.001	C0051-18-01 METER		2,464.87
	2/15/2019		1	<u>2,464.87</u>
<b>OMAR &amp; SON'S TRUCKING</b>				
000029023	4673	DIRT HAULING		773.50
	2/1/2019		1	<u>773.50</u>
<b>PRAXAIR DISTRIBUTION, INC.</b>				
000029084	86379655	WELDING SUPPLIES		458.32
000029158	87187861	CYLINDER RENTAL - ACETYLENE		30.91
	2/15/2019		2	<u>489.23</u>
<b>PRAXAIR</b>				
000029085	87089750	CARBON DIOXIDE		3,450.94
000029159	87481704	CARBON DIOXIDE TANK RENTAL		2,164.70
	2/15/2019		2	<u>5,615.64</u>
<b>RELIABLE MONITORING SERVICES</b>				
000029027	2019-16849	GAS DETECTN SYS-CALIBRATE/TEST		355.00
000029027	2019-16848	GAS DETECTN SYS-CALIBRATE/TEST		355.00
	2/1/2019		1	<u>710.00</u>
<b>SOUTH COAST A.Q.M.D.</b>				
000029170	3395816	Permit Evaluation Fee- Res 1		239.88
000029170	3395815	Permit Evaluation Fee- Res 1		479.75
	2/15/2019		1	<u>719.63</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
SKC WEST INC.				
000029089	0025168-IN	WATER QUALITY SUPPLIES		102.01
	2/7/2019		1	102.01
SOUTHERN COUNTIES LUBRICANTS, LLC				
000029091	388648	CHEVRON HDAX 5200 DRUMS		2,958.53
000029091	388645	CHEVRON HDAX 5200 DRUMS		3,969.24
	2/7/2019		1	6,927.77
STATE WATER RESOURCES CONTROL BOARD				
000029197	WD-0150363	ANNUAL PERMIT FEE - OC 44		1,638.00
	2/21/2019		1	1,638.00
TAMORI DESIGNS				
000029032	1288	PRINTING - CAFR		554.54
	2/1/2019		1	554.54
ALS TRUESDAIL LABORATORIES INC				
000029036	521801636	WATER QUALITY ANALYSIS		11.00
000029036	521801643	WATER QUALITY ANALYSIS		11.00
000029036	521801654	WATER QUALITY ANALYSIS		44.00
000029036	521801548	WATER QUALITY ANALYSIS		44.00
000029036	521801734	WATER QUALITY ANALYSIS		44.00
000029036	521801921	WATER QUALITY ANALYSIS		22.00
000029036	521801922	WATER QUALITY ANALYSIS		11.00
000029036	521801942	WATER QUALITY ANALYSIS		33.00
000029036	521802081	WATER QUALITY ANALYSIS		22.00
000029036	521802170	WATER QUALITY ANALYSIS		22.00
000029036	521802483	WATER QUALITY ANALYSIS		36.00
000029036	521900019	WATER QUALITY ANALYSIS		22.00
000029036	521900128	WATER QUALITY ANALYSIS		44.00
000029036	521900173	WATER QUALITY ANALYSIS		22.00
	2/1/2019		1	388.00

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
UNDERGROUND SERVICE ALERT/SC				
000029097	120190425	UNDERGROUND SERVICE ALERT		524.80
	2/7/2019		1	524.80
<b>TOTAL WATER SYSTEM</b>			<b>26</b>	<b>32,777.02</b>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>VARIOUS</b>				
ALISON COTTER, COPYWRITER				
000029116	105	JAN/FEB NEWSLETTER DESIGN		500.00
	2/15/2019		1	500.00
AMAZON BUSINESS				
000028997	16XM-47CW-Y6NF	OFFICE SUPPLIES		16.69
000028997	1T9R-NDF6-KMQM	OFFICE SUPPLIES		29.08
000028997	1JL4-GPFC-YXRM	OFFICE SUPPLIES		21.39
000028997	1J61-7R6W-D9RR	OFFICE SUPPLIES		75.28
000029049	1KYR-46PC-FLQ9	OFFICE SUPPLIES		14.99
000029049	1HV6-G77R-PCFJ	OFFICE SUPPLIES		117.10
000029049	1N6F-H7DY-NV9Q	OFFICE SUPPLIES		91.70
000029049	11NQ-XVLW-FJNW	PRIME MEMBERSHIP		537.67
000029049	17X3-7FRJ-6TK7	OFFICE SUPPLIES		37.46
000029049	1WN1-6K6H-WYXT	OFFICE SUPPLIES		178.54
000029049	1Y4Q-CFYM-JL3C	OFFICE SUPPLIES		136.63
000029049	1RD6-HM4D-DF1R	OFFICE SUPPLIES		68.70
000029117	17X3-7FRJ-R6KL	OFFICE SUPPLIES		83.85
000029117	1F1V-KQL9-9YGN	OFFICE SUPPLIES		21.42
000029117	1RVX-K4QY-MVK1	OFFICE SUPPLIES		322.90
000029117	1RVX-K4QY-P91K	OFFICE SUPPLIES		47.26
000029117	1J61-7R6W-M7HW	OFFICE SUPPLIES		6.89
000029117	1GQV-3JN3-M49R	OFFICE SUPPLIES		34.47
000029117	1D4H-7XV9-N7FV	OFFICE SUPPLIES		162.21
000029117	1D4H-7XV9-M6NF	OFFICE SUPPLIES		44.34
000029117	1DTG-NJRF-9T4Q	OFFICE SUPPLIES		44.41
000029117	1GNR-Y4TM-DRGC	OFFICE SUPPLIES		14.99
000029117	1CMY-6GJF-9RJN	OFFICE SUPPLIES		57.87
000029172	1DKF-DW4N-RG7V	OFFICE SUPPLIES		20.03
000029172	1GDH-3NRR-LQ4N	OFFICE SUPPLIES		29.66
000029172	1F1V-KQL9-CVP3	OFFICE SUPPLIES		6.98
000029172	1CMY-6GJF-11LM	OFFICE SUPPLIES		73.51
000029172	1MHR-MDWY-6C7R	OFFICE SUPPLIES		13.70
000029172	1MHR-MDWY- MMYV	OFFICE SUPPLIES		59.28
000029172	1GNR-Y4TM-NJXQ	OFFICE SUPPLIES		111.64
000029172	1YLM-3HTW-9QXF	OFFICE SUPPLIES		28.51

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000029172	1YLM-3HTW-C4CC	OFFICE SUPPLIES		9.49
000029172	1JH7-KYVL-97GY	OFFICE SUPPLIES		6.15
000029172	1JH7-KYVL-FNTG	OFFICE SUPPLIES		26.93
000029172	1YLM-3HTW-QTVG	OFFICE SUPPLIES		24.87
000029172	1N43-711V-4C1M	OFFICE SUPPLIES		68.63
000029172	1N43-711V-461Q	OFFICE SUPPLIES		68.63
000029172	13CM-F4YD-XMJK	OFFICE SUPPLIES		68.63
000029172	13CM-F4YD-XMHM	OFFICE SUPPLIES		68.63
000029172	13CM-F4YD-XLJL	OFFICE SUPPLIES		68.63
000029172	1QCW-9LJ1-HDKW	OFFICE SUPPLIES		68.73
000029172	1Q3C-VKQR-GHRV	OFFICE SUPPLIES		68.73
000029172	1WCM-PFDR-9M9M	OFFICE SUPPLIES		118.10
000029172	1WCM-PFDR-9M7P	OFFICE SUPPLIES		221.21
000029172	1YGG-FHWG-DKFX	OFFICE SUPPLIES		118.40
	2/21/2019		4	<u>3,514.91</u>
ANDREW OPFER				
000029118	220	PROFESSIONAL SERVICES		400.00
	2/15/2019		1	<u>400.00</u>
ARBUCKLE ELECTRIC MOTORS INC				
000029051	165712	WATER OPS PARTS		396.13
	2/7/2019		1	<u>396.13</u>
AT&T				
000029040	0926JAN19	949-650-0926 JAN 2019		1,114.87
000029041	0779JAN19	339-263-0779 JAN 2019		1,594.48
000029042	9024JAN19	339-264-9024 JAN 2019		351.40
000029043	4054001JAN19	ACCT#0302034054001 JAN 2019		83.56
000029044	8274JAN19	949-722-8274 JAN 2019		134.48
	2/1/2019		5	<u>3,278.79</u>
CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES- CWSA				
000029126	CWSA001	SPONSORSHIP		10,000.00
	2/15/2019		1	<u>10,000.00</u>
CAROUSEL INDUSTRIES NORTH AMERICA				
000029004	2321474H1118	FUZE SIMPLICITY VOICE CLOUD		4,381.35

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000029004	2329293H1218	FUZE SIMPLICITY VOICE CLOUD		4,382.95
	2/1/2019		1	8,764.30
CROWN ACE HARDWARE				
000029058	047448	SUPPLIES		135.85
000029177	047471	SUPPLIES		10.76
000029177	047493	SUPPLIES		68.93
	2/21/2019		2	215.54
DION & SONS, INC				
000029179	721485	GASOLINE FUEL		8,411.42
	2/21/2019		1	8,411.42
EMISSION COMPLIANT CONTROLS CORP				
000029132	PS04435	ENGINE REPAIRS		1,331.84
000029132	PS04436	ENGINE REPAIRS		1,082.50
	2/15/2019		1	2,414.34
FEDERAL EXPRESS CORPORATION				
000029065	6-427-54348	MISC SHIPPING		17.70
000029181	6-455-65519	MISC SHIPPING		139.36
	2/21/2019		2	157.06
FLW, INC				
000029066	1197797	WATER OPS PARTS		706.42
	2/7/2019		1	706.42
GRAINGER				
000029013	9025095267	SAFETY TOOLS & EQUIPMENT		42.35
000029068	9046570488	SAFETY TOOLS & EQUIPMENT		590.93
000029068	9046350246	SAFETY TOOLS & EQUIPMENT		171.65
000029068	9051878628	SAFETY TOOLS & EQUIPMENT		292.96
000029136	9051913151	SAFETY TOOLS & EQUIPMENT		22.67
000029136	9053998622	SAFETY TOOLS & EQUIPMENT		228.10
000029136	9065826308	SAFETY TOOLS & EQUIPMENT		34.33
000029136	9067803628	WATER FILLING STATIONS		6,057.92

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000029136	9073632524	SAFETY TOOLS & EQUIPMENT		104.68
000029136	9075001819	SAFETY TOOLS & EQUIPMENT		775.91
000029136	9077229293	SAFETY TOOLS & EQUIPMENT		462.23
	2/15/2019		3	<u>8,783.73</u>
HANKS ELECTRICAL SUPPLIES				
000029069	505382708	ELECTRICAL SUPPLIES		106.54
	2/7/2019		1	<u>106.54</u>
HARVARD BUSINESS REVIEW				
000029107	9797358FY19	CY19 Harvard Business Review		99.00
	2/7/2019		1	<u>99.00</u>
HASHTAG PINPOINT				
000029014	1178	SOCIAL ADVOCACY SERVICES		4,000.00
000029014	1179	SOCIAL ADVOCACY SERVICES		4,000.00
	2/1/2019		1	<u>8,000.00</u>
HELPMATES STAFFING SERVICES				
000029015	878323	TEMP LABOR, CUST SVC, WE 01/06		1,078.80
000029015	878433	TEMP LABOR, CUST SVC, WE 01/13		1,775.53
000029138	878646	TEMP LABOR, CUST SVC, WE 01/27		1,438.40
000029183	878735	TEMP LABOR, CUST SVC, WE 02/03		1,798.00
	2/21/2019		3	<u>6,090.73</u>
THE HOME DEPOT COMMERCIAL ACCT				
000029070	1915JAN19	SUPPLIES		820.98
	2/7/2019		1	<u>820.98</u>
HUB AUTO SUPPLY				
000029071	67279	AUTO SUPPLIES		10.00
000029141	69358	AUTO SUPPLIES		13.08
	2/15/2019		2	<u>23.08</u>
INDEPENDENT STATIONERS				
000029072	SI00323659	OFFICE SUPPLIES		237.02
	2/7/2019		1	<u>237.02</u>

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
JETT CONSTRUCTION MANAGEMENT LLC				
000029145	18-004-04	M19-006 CONTRUCTION MANAGMENT		6,825.00
	2/15/2019		1	<u>6,825.00</u>
LEED ELECTRIC				
000029147	190129	ON CALL ELECTRICAL REPAIRS		3,983.00
	2/15/2019		1	<u>3,983.00</u>
LEWIS CONSULTING GROUP				
000029019	2019-105	GOV'T RELATIONS SERVICES		4,000.00
	2/1/2019		1	<u>4,000.00</u>
MOONGOAT COFFEE				
000029186	1068	SPONSORSHIP		3,000.00
	2/21/2019		1	<u>3,000.00</u>
MATTHEW MESA				
000029187	103	MWD WEBSITE SUPPORT		1,500.00
	2/21/2019		1	<u>1,500.00</u>
CASH/ FIELD PETTY CASH				
0146465	020419	PETTY CASH FIELD 02/04/19		808.72
	2/6/2019		1	<u>808.72</u>
MK DIAMOND PRODUCTS, INC				
000029080	1100473	CONCRETE MIXER REPAIR		1,226.33
	2/7/2019		1	<u>1,226.33</u>
MONTROSE AIR QUALITY SERVICES LLC				
000029148	INV1149200	TESTO CALIBRATIONS		1,400.00
	2/15/2019		1	<u>1,400.00</u>
MARVAC ELECTRONICS INC				
000029081	5063834	ELECTRICAL PARTS & SUPPLIES		62.33
	2/7/2019		1	<u>62.33</u>



# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NORTHERN SAFETY CO INC				
000029153	903312884	SAFETY SUPPLIES		792.13
	2/15/2019		1	792.13
ORANGE COUNTY HOSE CO				
000029155	155351	WATER HOSES & FITTINGS		299.23
000029155	155377	WATER HOSES & FITTINGS		299.23
	2/15/2019		1	598.46
PRIME SYSTEMS INDUSTRIAL AUTOMATION				
000029024	825-07	SCADA SYSTEMS SUPPORT		8,805.54
	2/1/2019		1	8,805.54
PROCRETE RESOURCES INC				
000029192	43169	SAW REPAIR		80.33
000029192	43167	SAW REPAIR		80.33
000029192	42323	PUMP REPAIR		329.03
000029192	43168	PUMP REPAIR		136.58
	2/21/2019		1	626.27
SOUTHERN CALIFORNIA GAS CO				
000029087	05200799004JAN19	NATURAL GAS,RES 2, JAN 2019		2,473.56
000029087	08520813000JAN19	NATURAL GAS,DISTRICT,JAN 2019		312.66
000029087	08940813002JAN19	NATURAL GAS,RES 1,JAN 2019		1,064.15
000029203	05060829008JAN19	NATURAL GAS, WELL 5, JAN 2019		12,864.79
	2/21/2019		2	16,715.16
SIGN DEPOT				
000029029	8612	EMP NAME PLATE		48.49
	2/1/2019		1	48.49
SLATER PRINT MANAGEMENT				
000029090	1133	PRINTING - TAGS		269.38
	2/7/2019		1	269.38

# ACCOUNTS PAID LISTING

FROM 2/1/2019 TO 2/28/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
<b>SOTO RESOURCES</b>				
000029196	MWD#001	PROFESSIONAL SERVICES		11,306.25
	2/21/2019		1	<u>11,306.25</u>
<b>STIVERS &amp; ASSOCIATES INC.</b>				
000029092	12-595	MWRF GARDEN CONSULTING		375.00
	2/7/2019		1	<u>375.00</u>
<b>TRIPLE CROWN PRODUCTS INC</b>				
000029164	205256	SAFETY CLOTHES		99.47
	2/15/2019		1	<u>99.47</u>
<b>VALLEY POWER</b>				
000029169	B40879	WELL 5 ENGINE REPAIR		2,394.87
000029169	B40871	WELL 5 ENGINE MAINTENANCE		3,966.29
	2/15/2019		1	<u>6,361.16</u>
<b>WHITTINGHAM PUBLIC AFFAIRS ADVISORS</b>				
000029104	000308	AQMD CONSULTING		5,156.25
	2/7/2019		1	<u>5,156.25</u>
<b>TOTAL VARIOUS</b>			<b>56</b>	<b>136,878.93</b>
<b>GRAND TOTAL</b>			<b>251</b>	<b>987,609.28</b>



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## MEMORANDUM

TO: Finance Committee  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: March 25, 2019  
SUBJECT: Monthly Financial Reports

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### RECOMMENDATION

This item is provided for information only.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

Staff will provide updated monthly financial reports at the Finance Committee meeting.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



## FINANCE COMMITTEE

### Major Staff Projects

Title	Comments	Status
Fiscal Year 2020 Budget	Budget Preparation	In Process
Human Resource Information System/Payroll System	Human Resource Information System/Payroll System	In Process
Procurement Software	Procurement System	In Process



## COMMITTEE POLICY & RESOLUTION REVIEW

### FINANCE COMMITTEE

#### Policy Assignments for 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Designated Funds - Financial Policies and Guidelines in Establishing Rates	1443	03/15/14	Review at least once every 5 years  * Scheduled for the 05/23/19 meeting	03/15/14
Miscellaneous Water Services, Fees, and Charges	1423	10/23/12	Review at least annually  * Scheduled for the 06/24/19 meeting	10/23/12
Travel and Business Expense Reimbursement	1467	11/16/15	Review and update as needed  * Scheduled for the 07/22/19 meeting	3/20/17
Auditors, Policy to Solicit Proposals for Outside Services	1501	06/08/17	Review and update as needed	06/08/17
Capacity Charges	1449	08/14/14	Review and update as needed	08/14/14
Disposal of Surplus Property	1513	06/21/18	Review and update as needed	06/21/18
Identity Theft Prevention Program	1372	03/24/09	Review and update as needed	03/24/09
Procurement Guidelines/ Disbursement Guidelines	1508	01/18/18	Review and update as needed	01/18/18
Investment Policy and Delegation of Authority	1506	12/14/17	Review and update as needed	12/20/18



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## MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: March 25, 2019  
SUBJECT: Financial Auditor Selection

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### RECOMMENDATION

Recommend that the Board of Directors approve a contract extension to White Nelson Diehl Evans LLP to perform annual financial audit services for fiscal years ending June 30, 2019 and June 30, 2020.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

At its October 12, 2004 meeting, the Board of Directors (Board) adopted Resolution No. 1307 Establishing a Policy to Solicit Proposals for Outside Auditing Services Superseding Resolution No. 1226. Under Resolution No. 1307, at the discretion of the Board and upon conclusion of the initial three-year term, the Board may authorize up to two additional one-year renewals with the current firm. In addition, the policy imposed a limit of five consecutive annual audits by the same firm.

In April 2011, Mesa Water District (Mesa Water®) issued a financial audit Request for Proposals (RFP) and received proposals from three firms: Diehl Evans & Company, Mayer Hoffman McCann, and Lance, Soll & Lunghard. The Board selected Mayer Hoffman McCann (now Davis Farr) to perform annual financial audits from Fiscal Year (FY) 2011 to FY 2013 with options to renew for FY 2014 and FY 2015, which were exercised. Davis Farr completed five financial audits; the cost of the final year's financial audit was \$25,700.

At its March 21, 2016 meeting, the Finance Committee reviewed Professional Auditing Services proposals from four firms and directed staff to agendize "Financial Auditor Selection" at the next Board Meeting.

At its April 14, 2016 meeting, the Board awarded a contract to White Nelson Diehl Evans LLP (WNDE) to perform annual financial audit services for fiscal years ending June 30, 2016, June 30, 2017 and June 30, 2018 with two optional one-year extensions.

At its April 18, 2016 workshop, the Board directed staff to agendize "Financial Auditor Selection" at a future Board meeting to reconsider the approved motion from the April 14, 2016 meeting.

At its May 19, 2016 meeting, the Board deferred "Financial Auditor Selection" to a future Finance Committee for further discussion.

At its June 20, 2016 meeting, the Finance Committee approved the scope of work within the existing Professional Auditing Services RFPs, developed a scope of work and budget to conduct a Fraud Audit, and awarded a contract to WNDE to perform annual financial audit services for fiscal



years ending June 30, 2016, June 30, 2017 and June 30, 2018 with two optional one-year extensions.

At its June 8, 2017 meeting, the Board adopted Resolution No. 1501 Establishing a Policy for the Selection Process for the Appointment of General Legal Counsel and Independent Auditor, Superseding Resolution No. 1307.

**DISCUSSION**

WDNE has completed the last three annual financial audits and preparation of the Comprehensive Annual Financial Report (CAFR) for fiscal years ending June 30, 2016, June 30, 2017, and June 30, 2018.

In accordance with Resolution No. 1501, the Board may authorize up to two additional one-year renewals with WNDE or direct staff to solicit Request for Proposals for an Independent Auditor. The table below shows the maximum fees for the two fiscal years ending June 30, 2019 and June 30, 2020:

Services	Option Periods	
	FY2019	FY2020
Audit	\$28,462	\$29,174
Preparation of the CAFR	\$ 3,824	\$ 3,939
<b>Total</b>	<b>\$32,286</b>	<b>\$33,113</b>

Staff recommends that the Board consider approving a contract extension to WNDE to perform annual financial audit services for fiscal years ending June 30, 2019 and June 30, 2020.

**FINANCIAL IMPACT**

In Fiscal Year 2019, \$32,000 is budgeted for Auditing Services; \$22,000 has been spent to date; \$33,000 will be budgeted in the proposed Fiscal Year 2020 Budget and \$34,000 will be budgeted in the proposed Fiscal Year 2021 Budget.

**ATTACHMENTS**

Attachment A: WNDE Professional Auditing Services Proposal



February 8, 2019

Mr. Marwan Khalifa  
Chief Financial Officer  
Mesa Water District  
1965 Placentia Avenue  
Costa Mesa, CA 92627

Dear Marwan:

Our professional services contract dated June 20, 2016 to provide audit services to Mesa Water District (District) allows the District to extend our agreement by written amendment for the two fiscal years 2018-19 and 2019-20. White Nelson Diehl Evans LLP specializes in audits of special districts and has an extensive government services staff, which will enable us to continue to provide the same level of services we have provided in the three years. We are pleased to present our proposal to continue to provide audit services to the City for next two fiscal years. The proposed fees shown in the enclosed attachment are the same as those presented in our original proposal.

If you have questions on the proposed fees, please contact me at (714) 979-1300 or by email at [npatel@wndecpa.com](mailto:npatel@wndecpa.com).

Very truly yours,

WHITE NELSON DIEHL EVANS, LLP

Nitin P. Patel, CPA  
Engagement Partner



MESA CONSOLIDATED WATER DISTRICT

MAXIMUM PRICE SUMMARY

Our maximum fees for the two years ending June 30, 2020 will be as follows:

Service	Fiscal Year	
	Option Periods	
	2018-19	2019-20
Mesa Consolidated Water District:		
Audit	\$ 28,462	\$ 29,174
Preparation of the CAFR	3,824	3,939
	<u>\$ 32,286</u>	<u>\$ 33,113</u>



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## MEMORANDUM

TO: Board of Directors  
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer  
DATE: March 25, 2019  
SUBJECT: Electronic Bill Presentation and Payment

---

### RECOMMENDATION

Receive the presentation.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.  
Goal #6: Provide outstanding customer service.

### PRIOR BOARD ACTION/DISCUSSION

At its July 12, 2018 meeting, the Board of Directors (Board) awarded a three-year contract to Invoice Cloud for electronic bill presentation and payment for an amount not to exceed \$120,000 per year, and authorized the General Manager to execute the contract.

### DISCUSSION

#### **Background**

The Utility Billing and Reconciliation process affects Mesa Water customers and the District's Customer Services and Financial Services Departments. The Business Improvement Process Implementation identified the Utility Billing and Reconciliation workflow as a key area for improvement and recognized the many challenges associated with the existing process. These challenges - managing many different payment types, manual calculations, use of multiple spreadsheets, and lack of automation - result in a cumbersome process that consumes staff time and lacks efficiency and timely effectiveness. Invoice Cloud provides a streamlined solution for improvement in these areas of operation.

The implementation of Invoice Cloud will result in a reduction of labor hours representing approximately 0.50 Full-Time Equivalent (FTE). System and process enhancements will include:

- Expanded payment options for our customers: Online, Text, Email, Kiosk, Point of Sale
- Optional paperless billing
- Automated bill pay via credit card/debit card
- Simplified and seamless updating of customer account information
- Automated email notifications with event-based reminder emails
- Single batch payment imports
- Enhanced real-time reporting
- Real-time data between the web portal and billing system
- Increased number of customers paying electronically
- Secure encrypted, Payment Card Industry (PCI) compliant internet security
- Simplified, "to the penny", reconciliation
- Software as a Service



### **Status of Implementation**

Invoice Cloud has been installed in Mesa Water's test environment and is progressing through the setup with Cogsdale CIS integration process. Staff has interviewed three water agencies that have recently implemented Invoice Cloud. These interviews assisted in the understanding of the success and challenges associated with the implementation process and learning how to improve this key step.

As a result of this discovery effort, Mesa Water is anticipating a temporary 100% increase in call volume during the Go Live period. To mitigate this increased workload, Mesa Water will be hiring and training two temporary Office Customer Service Representatives by May 1, 2019 and will retain temporary staff until call volume returns to normal levels.

There are approximately three weeks remaining for system testing and configuration. Staff training and process testing will begin mid-May and continue through the last week of June. Invoice Cloud will then be deployed into the production environment with a Go Live date of July 1, 2019. Upon Go Live, customers will be required to re-register for their online account and electronic payment method.

### **Communication/Outreach Plan**

Staff has developed a comprehensive communication and outreach plan to ensure our ratepayers are notified well in advance of the July 1, 2019 Go Live date. The plan contains the following elements and timeline:

- **April - June**
  - Website Notice
- **May - July**
  - Direct mail postcard
  - Door hangers
  - News on Tap Newsletter (May/June 2019 edition)
  - Bill message
  - Bill insert
  - Envelope messaging
  - Social Media – monthly reminders
  - Counter signs in the Customer Service lobby
  - Customer Service staff will be available for walk-in customers to receive account set up assistance at the lobby kiosk
  - Modify current email notice to Auto Pay Customers on Infosend to note requirement for new login
  - Point of Service (POS) Acrylic Brochure Stands in the lobby and key locations with business card sign up information and 8x10 flyer

### **Benefits for Ratepayers and Staff**

Utilizing this modern approach helps to keep Mesa Water's customers informed through both email and text so they always know where their bills and payments stand. Further, Invoice Cloud allows ratepayers access to self-service options where they can easily opt for paperless statements by adopting new technology and reducing billing costs. The combination of these actions increases the speed and volume of collections and reduces the workload in the Customer Services department.



### FINANCIAL IMPACT

In Fiscal Year 2019, \$138,000 has been budgeted for Electronic Bill Presentation and Payment through Infosend, Inc.; \$82,000 has been spent to date.

### ATTACHMENTS

None.

**REPORTS:**

7. REPORT OF THE GENERAL MANAGER

**REPORTS:**

8. DIRECTORS' REPORTS AND COMMENTS