



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, September 20, 2018
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

**FINANCE COMMITTEE MEETING
Thursday, September 20, 2018 at 3:30 p.m.**

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:

5. Reimbursement Payment Process

PRESENTATION AND DISCUSSION ITEMS:

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

None

REPORTS:

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



INFORMATION ITEMS:

- 8. Claim of Ronald & Diane Owens
- 9. Claim of Birgitta Schaefer
- 10. Claim of Paula Klug

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. 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 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CAPITAL				
DITCH WITCH SOUTHERN CALIFORNIA				
000027598	660231	DITCH WITCH VACUUM REPAIR		1,484.61
	8/16/2018		1	<u>1,484.61</u>
MICHAEL BAKER INTERNATIONAL				
000027472	1017430	PP60 GIS SUPPORT		6,722.00
000027482	1018350	C0051-18-01 HYDRAULIC ANALYSIS		7,619.78
000027482	1018819	PP 39 WELL AUTOMATION		34,659.50
000027482	1019878	PP 61 GIS SUPPORT SERVICES		10,783.04
	8/9/2018		2	<u>59,784.32</u>
MWH CONSTRUCTORS INC				
000027544	1819811	ON CALL DESIGN SERVICES		1,650.00
	8/9/2018		1	<u>1,650.00</u>
TETRA TECH, INC				
000027627	51333235	RES 1 CONCRETE EVAL		3,990.78
000027627	51332484	OCTA 405 WIDENING PLAN REVIEW		305.00
000027742	51344141	OCTA 405 WIDENING PLAN REVIEW		3,015.00
	8/31/2018		2	<u>7,310.78</u>
VERSATILE SYSTEMS, INC				
000027688	4126	FALL PROTECTION- WELL 5 ROOF		20,637.08
	8/23/2018		1	<u>20,637.08</u>
VOIT REAL ESTATE SERVICES, LP				
000027690	AH-4013483	CRODDY-REAL ESTATE COMMISSION		7,082.88
	8/23/2018		1	<u>7,082.88</u>
TOTAL CAPITAL			8	<u>97,949.67</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DEPARTMENT EXPENSE				
ACWA JOINT POWERS INSURANCE AUTHORITY				
000027585	SEP2018EAP	SEPTEMBER 2018 EAP		119.85
	8/16/2018		1	119.85
APPLE ONE EMPLOYMENT				
000027519	01-4936957	TEMP LABOR, ADMIN, WE 7/21		921.29
000027519	01-4936956	TEMP LABOR, FINANCE, WE 7/21		1,188.96
000027588	01-4943151	TEMP LABOR, FINANCE, WE 07/28		644.02
000027588	01-4943152	TEMP LABOR, ADMIN, WE 07/28		1,221.60
000027588	01-4951232	TEMP LABOR, FINANCE, WE 08/04		2,092.66
000027588	04-4951231	TEMP LABOR, PA, WE 08/04		1,303.24
000027649	01-4951233	TEMP LABOR, ADMIN, WE 08/04		1,221.60
000027649	01-4958350	TEMP LABOR, FINANCE, WE 08/11		1,981.60
000027716	01-4958351	TEMP LABOR, ADMIN, WE 08/11		1,221.60
000027716	01-4965460	TEMP LABOR, FINANCE, WE 08/11		1,981.60
	8/31/2018		4	13,778.17
CA DEPT OF JUSTICE				
000027593	318692	PRE-EMPLOYMENT FINGERPRINTS		32.00
	8/16/2018		1	32.00
CALPERS BENEFIT PAYMENTS				
0144263	1537056	AUGUST PA HEALTH PREM		5,585.14
0144264	15376044	AUGUST HEALTH PREM		41,255.54
0144265	72018	PPE 7/20/18		29,516.53
0144266	080318	PPE 8/3/18		30,096.03
0144267	15403337	GASB 68 REPORTING		700.00
	8/23/2018		5	107,153.24
COLONIAL LIFE & ACCIDENT INS				
000027523	8892333-0810273	INSURANCE PPE 07/20/18		224.92
000027595	8892333-0824399	INSURANCE PPE 08/03/18		224.92
	8/16/2018		2	449.84

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
COSTA MESA CHAMBER OF COMMERCE				
000027468	12150	SPONSORSHIP		50.00
	8/2/2018		1	50.00
EMPLOYMENT DEVELOPMENT DEPT				
000027525	L0258485152	925-0071-9 Q2 2018 UI BENEFIT		35.00
	8/9/2018		1	35.00
FIRST BANKCARD				
0144416	0718FB	JULY 2018 CHARGES		9,368.33
	8/16/2018		1	9,368.33
GUARDIAN				
000027724	00430941SEP18	SEPT 2018 DENTAL INSURANCE		5,333.93
	8/31/2018		1	5,333.93
HOOVER PRINTING				
000027607	91469	PRINTING - NEWSLETTER		2,408.21
000027727	91692	GRAPHICS/EDITING SERVICES		40.00
	8/31/2018		2	2,448.21
ICMA-RC RETIREMENT				
0144257	080318	PPE 8/3/18		1,023.04
0144258	082218	PPE 8/17/18		1,023.04
0144259	0803181	PPE 8/3/18		4,613.10
0144260	0822181	PPE 8/17/18		5,363.10
	8/23/2018		4	12,022.28
INDEPENDENT SPECIAL DIST OF OC				
000027609	062818-003	ISDOC QTRLY EVENT		17.00
	8/16/2018		1	17.00
NATIONWIDE RETIREMENT SOLUTIONS				
0144261	080318	PPE 8/3/18		5,911.75
0144262	082218	PPE 8/17/18		5,911.75
	8/23/2018		2	11,823.50

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
ORANGE COUNTY EMPLOYEES ASSN				
000027547	OCEA PPE080318	MEMBERSHIP DUES 08/03/18		226.32
000027673	OCEA PPE081718	MEMBERSHIP DUES 08/17/18		265.68
	8/23/2018		2	<u>492.00</u>
RED WING BUSINESS ADVANTAGE ACCT				
000027553	407-1-20330	SAFETY SHOES		193.94
000027553	407-1-20629	SAFETY SHOES		198.25
000027553	407-1-21103	SAFETY SHOES		150.30
	8/9/2018		1	<u>542.49</u>
SOUTHERN CA PUB LABOR RELATIONS COUNCIL				
000027556	915523	FY19 MEMBERSHIP DUES		100.00
	8/9/2018		1	<u>100.00</u>
TASC				
000027626	IN1320084	FSA ADMIN FEES - JULY 2018		125.37
	8/16/2018		1	<u>125.37</u>
ULTIMATE STAFFING SERVICES				
000027685	13614319	TEMP LABOR, CUST SERV,WE 07/15		1,228.12
000027685	13617118	TEMP LABOR, CUST SERV,WE 07/22		1,231.20
	8/23/2018		1	<u>2,459.32</u>
URBAN WATER INSTITUTE				
000027478	72318	2018 POSTER SPONSOR		1,000.00
	8/2/2018		1	<u>1,000.00</u>
VISTA DEL VERDE LANDSCAPE				
000027566	30900	LANDSCAPE MAINT FEES-JULY 2018		2,704.00
000027636	31025	LANDSCAPE MAINT FEES - AUG 18		3,006.00
000027749	30968	LANDSCAPE REPAIRS		309.78
	8/31/2018		3	<u>6,019.78</u>
VISION SERVICE PLAN - (CA)				
000027750	001016760001SEP1 8	SEPT 2018 VISION INSURANCE		1,077.83
000027750	001016760002SEP1 8	SEPT 2018 VISION INSURANCE		15.04

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
	8/31/2018		1	1,092.87
WOMEN LEADING GOVERNMENT				
000027570	916952	MEMBERSHIP RENEWAL		50.00
	8/9/2018		1	50.00
TOTAL DEPARTMENT EXPENSE			38	174,513.18

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DIRECTOR CHECKS				
FRED BOCKMILLER				
000027528	EXP070618	DIRECTOR-MILEAGE REIMBURSEMENT		27.80
000027528	916951	FAX/INTERNET REIMBURSEMENT		64.74
000027528	EXP080318	DIRECTOR-MILEAGE REIMBURSEMENT		6.00
	8/9/2018		1	98.54
JAMES ATKINSON				
000027535	EXP070618	DIRECTOR-MILEAGE REIMBURSEMENT		36.08
000027535	EXP080318	DIRECTOR-MILEAGE REIMBURSEMENT		38.26
	8/9/2018		1	74.34
JAMES FISLER				
000027536	EXP070618	DIRECTOR-MILEAGE REIMBURSEMENT		6.54
000027536	EXP080318	DIRECTOR-MILEAGE REIMBURSEMENT		13.08
000027731	915563	FAX/INTERNET REIMBURSEMENT		60.00
	8/31/2018		2	79.62
MARICE DEPASQUALE				
000027542	EXP070618	DIRECTOR-MILEAGE REIMBURSEMENT		8.72
000027542	EXP080318	DIRECTOR-MILEAGE REIMBURSEMENT		19.62
000027542	915550	EXPENSE REIMBURSEMENTS		82.32
000027613	916949	EXPENSE REIMBURSEMENTS		85.00
000027671	916956	EXPENSE REIMBURSEMENTS		250.00
	8/23/2018		3	445.66
SHAWN DEWANE				
000027557	916953	EXPENSE REIMBURSEMENTS		44.91
	8/9/2018		1	44.91
TOTAL DIRECTOR CHECKS			8	743.07

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
EMPLOYEE CHECKS				
ART HERNANDEZ				
000027718	EXP082118	EXPENSE REIMBURSEMENT		20.16
8/31/2018			1	<u>20.16</u>
BRYAN TYSON				
000027719	EXP083018	CERT REIMBURSEMENT-T2		60.00
8/31/2018			1	<u>60.00</u>
PAUL SHOENBERGER				
000027740	915557	EXPENSE REIMBURSEMENTS		1,600.38
8/31/2018			1	<u>1,600.38</u>
STACIE SHEEK				
000027677	EXP081218	TUITION REIMBURSEMENT		1,008.83
8/23/2018			1	<u>1,008.83</u>
TYLER JERNIGAN				
000027745	EXP082818	TUITION REIMBURSEMENT		2,590.44
8/31/2018			1	<u>2,590.44</u>
TOTAL EMPLOYEE CHECKS			5	5,279.81

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
FINANCIAL OBLIGATIONS				
US BANK				
000027748	5066352	COPS ADMIN FEES		5,925.00
	8/31/2018		1	5,925.00
TOTAL FINANCIAL OBLIGATIONS			1	5,925.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GENERAL AND ADMINISTRATIVE				
TIMOTHY VALLES				
000027483	CHEQ00099006801	04026900 Cheque Deposits 04026		79.25
	8/9/2018		1	<u>79.25</u>
ROY ALLAN SLURRY SEAL, INC.				
000027484	CHEQ00099006791	20077300 Cheque Deposits 20077		262.10
	8/9/2018		1	<u>262.10</u>
CITY OF COSTA MESA				
000027573	CHEQ00099006773	05916900 Cheque Deposits 05916		285.39
	8/9/2018		1	<u>285.39</u>
THOMAS ZUMWALT				
000027707	CHEQ00099006829	09911100 Cheque Deposits 09911		42.88
	8/31/2018		1	<u>42.88</u>
LINDA FEHER				
000027643	CHEQ00099006821	01623100 Overpayment		64.92
	8/23/2018		1	<u>64.92</u>
MO NGUYEN				
000027485	CHEQ00099006771	04015700 Overpayment		91.96
	8/9/2018		1	<u>91.96</u>
CHARLES KING				
000027486	CHEQ00099006788	06010800 Cheque Deposits 06010		154.41
	8/9/2018		1	<u>154.41</u>
MICHAEL F HAGEN				
000027487	CHEQ00099006792	02102700 Overpayment		51.71
	8/9/2018		1	<u>51.71</u>
BLAKE LEATHERS				
000027488	CHEQ00099006800	00205801 Cheque Deposits 00205		45.57
000027576	CHEQ00099006816	00205801 Overpayment		70.51
	8/16/2018		2	<u>116.08</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
KAREN PATTERSON				
000027489	CHEQ00099006770	02708800 Overpayment		82.59
	8/9/2018		1	<u>82.59</u>
JEFF RUSSELL				
000027490	CHEQ00099006805	08413900 Cheque Deposits 08413		321.69
	8/9/2018		1	<u>321.69</u>
JONATHAN SILVERTHORN				
000027708	CHEQ00099006826	09905800 Cheque Deposits 09905		40.18
	8/31/2018		1	<u>40.18</u>
ANDREW R MOORE				
000027577	CHEQ00099006813	10008600 Cheque Deposits 10008		24.87
	8/16/2018		1	<u>24.87</u>
TERISA HESS				
000027491	CHEQ00099006808	07703800 Cheque Deposits 07703		101.92
	8/9/2018		1	<u>101.92</u>
DIOR SCOTT				
000027492	CHEQ00099006804	07601200 Overpayment		71.01
	8/9/2018		1	<u>71.01</u>
CHRISTINA M SINCLAIR				
000027578	CHEQ00099006819	07706200 Cheque Deposits 07706		116.40
	8/16/2018		1	<u>116.40</u>
BINA IYER				
000027493	CHEQ00099006772	30000342 Cheque Deposits 30000		209.57
	8/9/2018		1	<u>209.57</u>
LEA MURGA				
000027494	CHEQ00099006779	04017200 Overpayment		90.31
	8/9/2018		1	<u>90.31</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
ANDREW YEE				
000027579	CHEQ00099006815	06350218 Deposit Refund		48.24
	8/16/2018		1	48.24
SOUTH COAST PLAZA				
000027495	CHEQ00099006784	06850004 Overpayment		121.95
	8/9/2018		1	121.95
CURT REMINGTON				
000027644	CHEQ00099006820	30000547 Cheque Deposits 30000		121.43
	8/23/2018		1	121.43
CALTRANS - DISTRICT 12				
000027580	CHEQ00099006818	19900900 Cheque Deposits 19900		58.11
	8/16/2018		1	58.11
CHERYL BURGESS				
000027581	CHEQ00099006812	03300807 Overpayment		244.19
	8/16/2018		1	244.19
LINA LITTLE				
000027496	CHEQ00099006781	07207600 Overpayment		107.80
	8/9/2018		1	107.80
AMY GILEADI				
000027645	CHEQ00099006823	08710800 Cheque Deposits 08710		2.77
	8/23/2018		1	2.77
JAIME ELLIOTT				
000027497	CHEQ00099006778	06320721 Overpayment		75.30
	8/9/2018		1	75.30
THIEN NGUYEN				
000027498	CHEQ00099006776	05413600 Overpayment		41.17
	8/9/2018		1	41.17

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
PATRICK KINCAID				
000027709	CHEQ00099006830	05112700 Cheque Deposits 05112		94.97
8/31/2018			1	<u>94.97</u>
WILLIAM M YOUNG, MD				
000027646	CHEQ00099006825	06622700 Overpayment		82.59
8/23/2018			1	<u>82.59</u>
DALLAS BARTLETT				
000027499	CHEQ00099006798	00312501 Cheque Deposits 00312		87.90
8/9/2018			1	<u>87.90</u>
NATALIA DASILVA				
000027500	CHEQ00099006790	03317300 Cheque Deposits 03317		66.07
8/9/2018			1	<u>66.07</u>
KEVIN RAGER				
000027501	CHEQ00099006809	05509900 Cheque Deposits 05509		30.55
8/9/2018			1	<u>30.55</u>
RYAN LALLY				
000027502	CHEQ00099006802	06310201 Cheque Deposits 06310		46.35
8/9/2018			1	<u>46.35</u>
CARINA LITMAN				
000027503	CHEQ00099006780	06913900 Overpayment		105.75
8/9/2018			1	<u>105.75</u>
ARASH AIINEHSAZIAN				
000027504	CHEQ00099006777	04608203 Overpayment		46.19
8/9/2018			1	<u>46.19</u>
ERIN BRENTZ				
000027505	CHEQ00099006789	07715502 Cheque Deposits 07715		88.80
8/9/2018			1	<u>88.80</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
JOHNNY LIN				
000027647	CHEQ00099006822	05708202 Cheque Deposits 05708		177.33
	8/23/2018		1	<u>177.33</u>
TAYLOR MORRISON OF CALIFORNIA				
000027506	CHEQ00099006806	20076400 Cheque Deposits 20076		379.99
000027506	CHEQ00099006807	20071700 Cheque Deposits 20071		328.76
000027710	CHEQ00099006831	20071700 Overpayment		661.24
000027710	CHEQ00099006832	20076400 Overpayment		684.56
	8/31/2018		2	<u>2,054.55</u>
DONALD REINO				
000027648	CHEQ00099006824	07015201 Overpayment		3,317.15
	8/23/2018		1	<u>3,317.15</u>
AMANDA WILHOIT				
000027507	CHEQ00099006794	03303001 Overpayment		19.65
	8/9/2018		1	<u>19.65</u>
DESIREE JULIEN				
000027508	CHEQ00099006795	01112716 Cheque Deposits 01112		85.38
	8/9/2018		1	<u>85.38</u>
CINDY RICH				
000027582	CHEQ00099006811	00402100 Cheque Deposits 00402		15.17
	8/16/2018		1	<u>15.17</u>
RICHARD LANCE SHEPHERD				
000027583	CHEQ00099006810	05302402 Cheque Deposits 05302		188.69
	8/16/2018		1	<u>188.69</u>
MELISSA REESE				
000027584	CHEQ00099006817	05603400 Cheque Deposits 05603		136.62
	8/16/2018		1	<u>136.62</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NICOLE LE				
000027711	CHEQ00099006827	04304300 Overpayment		71.33
8/31/2018			1	<u>71.33</u>
CMBOATM 2015, LLC				
000027509	CHEQ00099006785	20076800 Overpayment		644.27
8/9/2018			1	<u>644.27</u>
LIN WANG				
000027510	CHEQ00099006796	01117200 Cheque Deposits 01117		75.46
8/9/2018			1	<u>75.46</u>
MARK VALDEZ				
000027712	CHEQ00099006828	06017801 Cheque Deposits 06017		25.62
8/31/2018			1	<u>25.62</u>
MATTHEW NELMS				
000027511	CHEQ00099006797	01119302 Cheque Deposits 01119		25.13
8/9/2018			1	<u>25.13</u>
CODY POOLE				
000027512	CHEQ00099006799	03125200 Cheque Deposits 03125		41.78
8/9/2018			1	<u>41.78</u>
CM22M2015, LLC				
000027513	CHEQ00099006786	20072200 Overpayment		648.54
8/9/2018			1	<u>648.54</u>
COLIN ASHTON				
000027514	CHEQ00099006803	00913000 Cheque Deposits 00913		151.59
8/9/2018			1	<u>151.59</u>
SEAN MCGOWAN				
000027515	CHEQ00099006782	04102500 Overpayment		108.12
8/9/2018			1	<u>108.12</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NATHANIEL CLARK				
000027516	CHEQ00099006793	02511900 Overpayment		47.09
	8/9/2018		1	47.09
FREDERICK L DEAR				
000027517	CHEQ00099006775	07720700 Overpayment		24.69
	8/9/2018		1	24.69
WILTSHIREE, LLC				
000027518	CHEQ00099006774	07905100 Overpayment		7.60
	8/9/2018		1	7.60
AMERICAN INTEGRATED SERVICES, INC.				
000027713	CHEQ00099006833	20077800 Cheque Deposits 20077		467.06
	8/31/2018		1	467.06
ALLIANT EMPLOYEE BENEFITS				
000027715	10102	CONSULTANT - EE BENEFITS		9,900.00
	8/31/2018		1	9,900.00
APOLLO PRINTING & GRAPHICS				
000027587	240227	PRINTING - BUSINESS CARDS		73.27
	8/16/2018		1	73.27
AT&T MOBILITY				
000027650	87023041770X07282	WIRELESS COMM 06/21-07/20		1,196.10
	018			
	8/23/2018		1	1,196.10
ATKINSON, ANDELSON, LOYA, RUUD & ROMO				
000027481	544349	LEGAL SERVICES - APR 2018		45,696.75
	8/9/2018		1	45,696.75
B & W COMMUNICATIONS				
000027589	18-200980	FLEET RADIO INSTALLATION #15		1,674.24
	8/16/2018		1	1,674.24

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
BAKER EQUIPMENT RENTAL				
000027651	40500	EQUIPMENT RENTAL - SAW		450.00
	8/23/2018		1	450.00
BLUECOSMO SATELLITE COMMUNICATIONS				
000027521	BU01068070	SATELLITE PHN SRVC-07/21-08/20		103.36
	8/9/2018		1	103.36
BSI EHS SERVICES AND SOLUTIONS				
000027653	47292	EHS SUPPORT SERVICES		12,970.00
	8/23/2018		1	12,970.00
CALIFORNIA ADVOCATES INC.				
000027592	081836	AUG 2018 PROFESSIONAL SERVICES		7,000.00
	8/16/2018		1	7,000.00
CALDESAL				
000027654	916955	ANNUAL MEMBERSHIP DUES		5,000.00
	8/23/2018		1	5,000.00
CITY OF SANTA ANA				
000027656	35776.303AUG18	W CHANDLER WATER/SEWER		229.79
000027656	35821.304AUG18	S. CRODDY WATER/SEWER		260.28
	8/23/2018		1	490.07
CCS ORANGE COUNTY JANITORIAL INC.				
000027596	403515	JANITORIAL SERVICES - AUG 2018		2,792.61
	8/16/2018		1	2,792.61
DELL MARKETING LP				
000027524	10251643895	DELL SUPPORT CONTRACT		2,730.77
	8/9/2018		1	2,730.77
DENNIS D ROCK CONSTRUCTION (1ST ALERT)				
000027720	18166	REPAIR - DIESEL PUMP		2,526.00
	8/31/2018		1	2,526.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
EMPLOYEE RELATIONS INC				
000027526	82749	PRE-EMPLOYMENT VEHICLE REPORTS		7.85
	8/9/2018		1	<u>7.85</u>
ENTERPRISE FM TRUST				
000027599	FBN3532999	GM AUTO LEASE - AUG 2018		520.61
	8/16/2018		1	<u>520.61</u>
FOGCO SYSTEMS INC				
000027721	0053798-IN	FOGGER SYSTEM PARTS		6,422.82
	8/31/2018		1	<u>6,422.82</u>
FRONTIER COMMUNICATIONS				
000027661	17945AUG18	DDS LINE 08/13-09/12		108.66
	8/23/2018		1	<u>108.66</u>
FULL CIRCLE RECYCLING				
000027529	21053	PAPER RECYCLING - JULY 2018		89.00
	8/9/2018		1	<u>89.00</u>
GEIGER				
000027662	3650669	PROMO ITEMS		885.47
	8/23/2018		1	<u>885.47</u>
GEMPLER'S				
000027722	SI04257133	PERSONAL PROTECTIVE GEAR		134.91
	8/31/2018		1	<u>134.91</u>
GERARD SIGNS & GRAPHICS INC				
000027663	27722	DESIGN/FAB/INSTALL- BRD PANEL		2,969.84
000027723	22748	BANNER INSTALLATION		250.00
	8/31/2018		2	<u>3,219.84</u>
HAZEN AND SAWYER				
000027574	20035-003-4	RESERVOIR CHEMICAL MANAGEMENT		43,063.48
	8/16/2018		1	<u>43,063.48</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
INFOSEND INC				
000027669	138620	CUSTOMER BILLING SERVICE		3,122.57
000027669	139306	CUSTOMER BILLING SERVICE		1,826.59
000027669	139490	CUSTOMER BILLING SERVICE		5,127.92
000027729	140482	MONTHLY MAINTENANCE FEE		2,906.07
	8/31/2018		2	<u>12,983.15</u>
INSIGHT PUBLIC SECTOR				
000027534	1100608678	IT EQUIPMENT & SUPPLIES		2,864.00
	8/9/2018		1	<u>2,864.00</u>
JOHN ROBINSON CONSULTING, INC.				
000027733	MW201502-34	PP 34 WATER RESOURCES		3,100.00
	8/31/2018		1	<u>3,100.00</u>
KLEEN KRAFT SERVICES				
000027538	0971932	UNIFORMS, MATS & TOWELS		234.87
000027538	0972609	UNIFORMS, MATS & TOWELS		234.87
000027611	0973276	UNIFORMS, MATS & TOWELS		316.50
000027670	0973955	UNIFORMS, MATS & TOWELS		241.25
	8/23/2018		3	<u>1,027.49</u>
LIEBERT CASSIDY WHITMORE				
000027735	1463977	PROFESSIONAL SERVICES-JULY 18		763.00
	8/31/2018		1	<u>763.00</u>
MOUSE GRAPHICS				
000027736	421218	PRINTING		150.42
000027736	421580	PRINTING		383.05
	8/31/2018		1	<u>533.47</u>
MUNICIPAL WATER DISTRICT OF OC				
000027615	2175	SMART TIMERS - JUNE 2018		197.98
	8/16/2018		1	<u>197.98</u>
NEXTDAY DELIVERY SERVICE, LLC				
000027546	737961	MAIL DELIVERY SERVICE-AUG 2018		552.30
	8/9/2018		1	<u>552.30</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NOVATIME TECHNOLOGY INC				
000027616	PSI089287	MONTHLY FEE - TIME CARD NT		171.25
	8/16/2018		1	<u>171.25</u>
ORANGE COUNTY BUSINESS COUNCIL				
000027672	0009157-IN	MEMBERSHIP RENEWAL		5,000.00
	8/23/2018		1	<u>5,000.00</u>
ORANGE COAST COLLEGE FOUNDATION				
000027617	081718	SPONSORSHIP		400.00
	8/16/2018		1	<u>400.00</u>
ORANGE COUNTY PRINTING				
000027674	150810	PRINTING		161.63
000027737	150974	PRINTING		161.63
	8/31/2018		2	<u>323.26</u>
ORANGE COUNTY TREASURER - TAX COLLECTOR				
000027738	GA18190054	FY18/19 LAFCO COSTS		27,356.36
	8/31/2018		1	<u>27,356.36</u>
O'NEIL STORAGE #0481				
000027549	1807061	FILE STORAGE - JULY 2018		197.02
	8/9/2018		1	<u>197.02</u>
ORANGE COUNTY HEALTH CARE AGENCY				
000027739	IN1142306	CUPA, HAZ WASTE FEES FA0059551		499.00
000027739	IN1142309	CUPA, HAZ WASTE FEES FA0059546		499.00
000027739	IN1142310	CUPA, HAZ WASTE FEES FA0059547		499.00
000027739	IN1142311	CUPA, HAZ WASTE FEES FA0059549		1,928.00
000027739	IN1142313	CUPA, HAZ WASTE FEES FA0059545		1,993.00
000027739	IN1142318	CUPA, HAZ WASTE FEES FA0024284		791.00
000027739	IN1142319	CUPA, HAZ WASTE FEES FA0023946		601.00
000027739	IN1142329	CUPA, HAZ WASTE FEES FA0039138		636.00
	8/31/2018		1	<u>7,446.00</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
PAULINE'S PROFESSIONAL POTPOURRI				
000027618	180713MWL	PROMO ITEMS		1,098.74
	8/16/2018		1	1,098.74
PROCARE WORK INJURY CENTER (DBA)				
000027621	243587	PRE-EMPLOYMENT SCREENING		615.15
	8/16/2018		1	615.15
RAYNE WATER SYSTEMS				
000027552	30486AUG18	SOFT WATER SERVICE - AUG 2018		39.45
	8/9/2018		1	39.45
SECTRAN SECURITY INC				
000027676	18080882	WEEKLY BANK DEPOSITS, AUG 2018		189.55
	8/23/2018		1	189.55
SENTRIC INC				
0144254	554287	PAYROLL PROCESSING FEE-08/08		349.85
0144255	555614	PAYROLL PROCESSING FEE-08/22		316.40
	8/22/2018		2	666.25
SOPHOS SOLUTIONS, LLC				
000027474	952	PP35 SUPPORT SERVICES		680.00
000027474	953	PP35 SUPPORT SERVICES		1,105.00
	8/2/2018		1	1,785.00
T2 TECHNOLOGY GROUP, LLC				
000027475	3445	IS OPERATIONS SUPPORT - 06/18		37,312.50
000027680	3463	IS OPERATIONAL SUPPORT - 07/18		37,535.00
	8/23/2018		2	74,847.50
THEODORE ROBINS FORD				
000027559	C08092	AUTO REPAIRS & MAINTENANCE-#4		1,172.75
000027559	C07740	AUTO REPAIRS & MAINTENANCE-#26		1,395.40
000027559	C08135	AUTO REPAIRS & MAINTENANCE-#54		1,950.37
000027628	C08120	PARTS FOR UNIT 22 & 4		951.58
000027628	C08453	AUTO REPAIRS & MAINTENANCE #45		250.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000027628	C08556	AUTO REPAIRS & MAINTENANCE #22		250.00
000027628	C08686	AUTO REPAIRS & MAINTENANCE #44		77.98
000027628	C08328	AUTO REPAIRS & MAINTENANCE #37		4,881.93
000027628	C08685	AUTO REPAIRS & MAINTENANCE #37		1,198.71
000027628	C08986	AUTO REPAIRS & MAINTENANCE #53		252.46
000027683	C08724	AUTO REPAIRS & MAINTENANCE #25		4,918.31
000027683	C09026	AUTO REPAIRS & MAINTENANCE #42		1,336.33
000027743	C09106	AUTO REPAIRS & MAINTENANCE #34		3,543.63
	8/31/2018		4	<u>22,179.45</u>
 TIME WARNER CABLE				
000027629	1524356080518	INTERNET - MWRF		184.98
000027629	0679649080818	INTERNET - MWRF SUBLEASE		324.98
000027684	0012934072318	CABLE/INTERNET- BOARDROOM		349.37
	8/23/2018		2	<u>859.33</u>
 TOTAL FUNDS BY HASLER				
000027560	5780JUL18	POSTAGE - JULY 2018		500.00
	8/9/2018		1	<u>500.00</u>
 UNION BANK				
000027562	1106157	CY18 Q2 BANK DEPOSITORY FEES		875.00
	8/9/2018		1	<u>875.00</u>
 UNITED STATES TREASURY				
000027477	7302018	RESEARCH FEE OCT 17-18		43.02
000027477	73020181	2017 PATIENT CENTERED		23.90
	8/2/2018		1	<u>66.92</u>
 UNIVERSAL WASTE SYSTEMS, INC				
000027632	32677	WASTE REMOVAL - AUG 2018		87.00
	8/16/2018		1	<u>87.00</u>
 UNUM				
000027634	04205600016SEP18	LIFE INSURANCE - SEPT 2018		2,530.29
	8/16/2018		1	<u>2,530.29</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VERIZON WIRELESS				
000027689	9811076114	MOBILE INTERNET-06/17-07/16		2,509.85
	8/23/2018		1	2,509.85
VORTEX INDUSTRIES, INC				
000027567	09-1262448-1	GATE REMOTES		1,948.43
000027691	09-1263930-1	GATE REPAIR - DISTRICT		366.92
	8/23/2018		2	2,315.35
WASTE MANAGEMENT OF OC				
000027638	7938671-0149-5	20 YD SPECIAL WST CONTAINER		207.20
000027638	0368368-2515-2	TR CONTAINER RENTAL-AUG 2018		787.37
	8/16/2018		1	994.57
WE SAVE BEES				
000027693	4180	BEE REMOVAL SERVICES		125.00
	8/23/2018		1	125.00
WESTERN EXTERMINATOR COMPANY				
000027639	6280731	PEST CONTROL - DISTRICT		92.50
000027639	6298592	PEST CONTROL - MWRF		92.50
	8/16/2018		1	185.00
YORKE ENGINEERING, LLC				
000027641	16489	AQ & ES COMPLIANCE ASSISTANCE		1,763.00
000027753	16662	AQ & ES COMPLIANCE ASSISTANCE		656.00
	8/31/2018		2	2,419.00
YOUTH EMPLOYMENT SERVICE OF THE HARBOR AREA				
000027571	44	SPONSORSHIP		1,000.00
	8/9/2018		1	1,000.00
ZONES INC				
000027572	K10402220101	IT INFO SYS PARTS		415.01
000027572	K10402220102	IT INFO SYS PARTS		1,175.75
000027572	K10390940101	ACROBAT PRO LICENSES		7,680.20
000027694	K10690780101	TREND MICRO LICENSES		1,545.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
	8/23/2018		2	10,815.96
ZUNO ENTERPRISES, INC				
000027642	1911	WEBSITE MAINTENANCE - JULY 2018		1,350.00
	8/16/2018		1	1,350.00
TOTAL GENERAL AND ADMINISTRATIVE			134	350,035.64

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
RETIREE CHECKS				
ALAN COOK				
000027466	9155060818	AUGUST 2018 INSURANCE SUBSIDY		106.46
	8/2/2018		1	106.46
BRIAN HUNT				
000027467	9155080818	AUGUST 2018 INSURANCE SUBSIDY		6.00
	8/2/2018		1	6.00
COLEEN L MONTELEONE				
000027479	9155090818	AUGUST 2018 INSURANCE SUBSIDY		235.96
	8/2/2018		1	235.96
DIANA LEACH				
000027470	9155070818	AUGUST 2018 INSURANCE SUBSIDY		271.63
	8/2/2018		1	271.63
LORI MULLER				
000027471	9155100818	AUGUST 2018 INSURANCE SUBSIDY		106.46
	8/2/2018		1	106.46
PATTI REYNOLDS				
000027473	9155120818	AUGUST 2018 INSURANCE SUBSIDY		7.63
	8/2/2018		1	7.63
SCOTT PECA				
000027480	9155110818	AUGUST 2018 INSURANCE SUBSIDY		122.68
	8/2/2018		1	122.68
TOTAL RETIREE CHECKS			7	856.82

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CHECK SIGNATURE EXEMPT				
SOUTHERN CALIFORNIA EDISON CO				
000027575	2236281499MAY18C	ELECTRICITY - MAY 2018		41.60
000027575	2236281499JUN18B	ELECTRICITY - JUNE 2018		10,605.26
000027575	2236281499JUL18A	ELECTRICITY - JULY 2018		105,323.07
	8/16/2018		1	<u>115,969.93</u>
TOTAL CHECK SIGNATURE EXEMPT			1	115,969.93

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SUPPLY				
AIRGAS USA LLC				
000027586	9955400087	CYLINDER RENTAL		106.95
	8/16/2018		1	<u>106.95</u>
AUTOMOBILE CLUB OF SOUTHERN CALIFORNIA				
000027520	AUG18LEASE	WELL 8 LAND LEASE - AUG 2018		6,541.61
	8/9/2018		1	<u>6,541.61</u>
CULLIGAN OF SANTA ANA				
000027657	1100984	WATER SOFTENER SERVICE		250.00
	8/23/2018		1	<u>250.00</u>
DOUGLAS ENVIRONMENTAL GROUP				
000027658	15114	CALIBRATIONS - WQ		2,295.00
	8/23/2018		1	<u>2,295.00</u>
HILL BROTHERS CHEMICAL CO.				
000027530	07040567	AMMONIA		345.08
000027605	07041552	AMMONIA		287.03
000027605	07040910	AMMONIA		414.74
000027605	07041328	AMMONIA		396.16
000027605	07041329	AMMONIA		5,263.08
	8/16/2018		2	<u>6,706.09</u>
JCI JONES CHEMICAL CO.				
000027537	764013	CAUSTIC SODA		2,658.70
000027610	763156	CAUSTIC SODA		3,301.10
000027610	765044	CAUSTIC SODA		3,021.70
000027610	765694	CAUSTIC SODA		1,628.00
000027732	766350	CAUSTIC SODA		2,484.90
	8/31/2018		3	<u>13,094.40</u>
MUNICIPAL WATER DISTRICT OF OC				
000027754	9575	WATER DELIVERY JUNE 18		809,344.76
	8/9/2018		1	<u>809,344.76</u>

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NALCO COMPANY, LLC				
000027545	67007503	SUPPLIES - MWRF		4,846.60
	8/9/2018		1	4,846.60
OCWD				
0144256	19162	JUNE18 GAP WATER		54,715.32
	8/9/2018		1	54,715.32
SEPARATION PROCESSES, INC				
000027624	9118	MWRF SUPPORT SERVICES		5,244.13
	8/16/2018		1	5,244.13
TESTOIL				
000027682	215462	PAT1/COMENG ENG OIL SAMPLES		396.00
	8/23/2018		1	396.00
UNIVAR USA, INC.				
000027563	LA657898	SOD HYPO		499.89
000027563	LA657899	SOD HYPO		2,226.31
000027563	LA657758	SOD HYPO		4,586.49
000027563	LA658096	SOD BISULFITE		2,352.00
000027631	LA659636	SOD HYPO		2,002.81
000027631	LA659616	SOD HYPO		394.09
000027631	LA660760	SOD HYPO		4,519.56
000027686	LA661978	SOD HYPO		2,267.33
000027686	LA661939	SOD HYPO		1,826.50
000027686	LA661979	SOD HYPO		1,781.48
000027686	LA661976	SOD HYPO		410.28
000027746	LA663883	SOD HYPO		3,465.79
000027746	LA663829	SOD HYPO		187.87
	8/31/2018		4	26,520.40
UNITED WATERWORKS INC.				
000027564	S100067402.002	WATER OPS PARTS		179.94
000027564	S100068124.001	WATER OPS PARTS		8,781.68
000027633	S100068124.002	WATER OPS PARTS		685.61

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000027633	S100068485.002	WATER OPS PARTS		350.19
000027687	S100068485.001	WATER OPS PARTS		280.15
000027687	S100068481.002	WATER OPS PARTS		3,305.77
000027747	S100068481.003	WATER OPS PARTS		2,219.65
	8/31/2018		4	<u>15,802.99</u>

TOTAL WATER SUPPLY	22	945,864.25
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ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SYSTEM				
ARMORCAST PRODUCTS CO				
000027717	0194224-IN	METER BOXES		12,852.42
	8/31/2018		1	12,852.42
BATTERY MART INC				
000027590	30547	BATTERIES		411.34
000027652	30581	BATTERIES		822.68
	8/23/2018		2	1,234.02
BEACH CITY LIFT INC.				
000027591	79684	ANNUAL PM - FORKLIFT #64		175.01
000027591	79683	ANNUAL PM - FORKLIFT #63		203.14
	8/16/2018		1	378.15
CHARLES P CROWLEY				
000027594	25055	PARTS - MWRF		5,486.63
	8/16/2018		1	5,486.63
EWLES MATERIALS INC				
000027600	341727	BOBTAIL DUMP FEES		640.00
	8/16/2018		1	640.00
EXPRESS PIPE & SUPPLY CO. INC				
000027527	S104576659.001	PIPE SUPPLIES		21.47
000027601	S104559510.001	PIPE SUPPLIES		150.16
000027659	S104693918.001	PIPE SUPPLIES		22.15
	8/23/2018		3	193.78
GOLDEN BELL PRODUCTS				
000027664	16418	ASPHALT CLEANER		280.15
	8/23/2018		1	280.15
IRVINE PIPE & SUPPLY				
000027608	888161	PIPE FITTINGS & SUPPLIES		36.18
000027730	889318	PIPE FITTINGS & SUPPLIES		35.54
000027730	889442	PIPE FITTINGS & SUPPLIES		268.08
	8/31/2018		2	339.80

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
LARRY'S BUILDING MATERIALS				
000027540	CM-113461	BUILDING MATERIALS		30.98
000027734	CM-113743	BUILDING MATERIALS		83.83
	8/31/2018		2	<u>114.81</u>
NATIONAL METER & AUTOMATION INC.				
000027706	S1103526.001	METERS		52,171.48
	8/31/2018		1	<u>52,171.48</u>
PRAXAIR DISTRIBUTION, INC.				
000027550	84125487	CYLINDER RENTAL-ACETYLENE		28.95
000027619	84407309	WELDING SUPPLIES		226.28
000027619	84494487	WELDING SUPPLIES		72.32
	8/16/2018		2	<u>327.55</u>
PRAXAIR				
000027551	84298395	CARBON DIOXIDE		3,129.52
000027551	84384942	CARBON DIOXIDE TANK RENTAL		2,164.70
000027620	84415538	CARBON DIOXIDE		3,024.32
000027620	84474978	CARBON DIOXIDE		2,394.70
000027741	84517868	CARBON DIOXIDE		3,156.76
000027741	84577720	CARBON DIOXIDE		3,044.61
000027741	84591206	CARBON DIOXIDE		3,141.89
000027741	84728241	CARBON DIOXIDE		3,009.38
	8/31/2018		3	<u>23,065.88</u>
RELIABLE MONITORING SERVICES				
000027554	2018-16015	RES 1-GAS DCTN SYSTEM REPAIRS		2,693.26
000027554	2018-16016	RES 2--GAS DCTN SYSTEM REPAIRS		5,046.52
	8/9/2018		1	<u>7,739.78</u>
TAMORI DESIGNS				
000027681	1241	PRINTING - EXCEPTION SLIPS		120.68
	8/23/2018		1	<u>120.68</u>
TRUESDAIL LABORATORIES INC				
000027630	1803921	WQ LAB - COLOR/VISUAL TEST		11.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000027744	1804035	WQ LAB - COLOR/VISUAL TEST		11.00
000027744	1804031	WQ LAB - SPECIAL TEST		44.00
	8/31/2018		2	66.00
 UNDERGROUND SERVICE ALERT/SC				
000027561	720180428	UNDERGROUND SERVICE ALERT		580.90
	8/9/2018		1	580.90
 VULCAN MATERIALS				
000027568	71897370	PAVING SUPPLIES		795.78
000027637	71902470	PAVING SUPPLIES		241.36
000027637	71907161	PAVING SUPPLIES		240.57
000027637	71909383	PAVING SUPPLIES		163.49
000027692	71912458	PAVING SUPPLIES		162.70
000027751	71920426	PAVING SUPPLIES		91.91
000027751	71920425	PAVING SUPPLIES		240.57
	8/31/2018		4	1,936.38
 WEST COAST SAND & GRAVEL				
000027569	39214	FILL SAND		469.25
000027569	41520	FILL SAND		332.68
000027640	44467	FILL SAND		469.25
	8/16/2018		2	1,271.18
TOTAL WATER SYSTEM			31	108,799.59

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VARIOUS				
ALISON COTTER, COPYWRITER				
000027714	103	SEPT/OCT NEWSLETTER DESIGN		650.00
	8/31/2018		1	650.00
AT&T				
000027695	000011693620	ACCT#9391061444 - JULY 2018		55.75
000027696	000011692762	INTERNET - DISTRICT		1,671.74
	8/23/2018		2	1,727.49
AT&T				
000027697	9337AUG18	714-435-9337 AUGUST 2018		1,166.63
000027698	8315AUG18	714-241-8315 AUGUST 2018		440.35
000027699	0779AUG18	339-263-0779 AUGUST 2018		1,598.93
000027700	8883AUG18	949-631-8883 AUGUST 2018		227.88
000027701	9024AUG18	339-264-9024 AUGUST 2018		355.90
000027702	3044AUG18	949-574-3044 AUGUST 2018		1,674.82
000027703	3066AUG18	DIST FAX 960-350-3066 AUG 2018		3,216.90
000027704	0926AUG18	949-650-0926 AUGUST 2018		966.90
000027705	4054001AUG18	ACCT#0302034054001 AUG 2018		94.03
	8/23/2018		9	9,742.34
CAROLLO ENGINEERS				
000027522	0168530	PP 84 WELL AUTOMATION		11,094.71
	8/9/2018		1	11,094.71
CAROUSEL INDUSTRIES NORTH AMERICA				
000027655	2270503H0718	FUZE SIMPLICITY VOICE CLOUD		4,403.19
	8/23/2018		1	4,403.19
CUCAMONGA VALLEY WATER DISTRICT				
000027469	2852	SPONSORSHIP		500.00
	8/2/2018		1	500.00
CV STRATEGIES				
000027597	4649	STRATEGIC COMMUNICATIONS-07/18		2,000.00
	8/16/2018		1	2,000.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
FEDERAL EXPRESS CORPORATION				
000027602	6-272-64555	SHIPPING		71.45
	8/16/2018		1	71.45
FORSTA FILTERS INC				
000027660	20856	SUPPLIES - WELLS		598.85
	8/23/2018		1	598.85
HACH COMPANY				
000027603	11066407	WATER QUALITY SUPPLIES		4,805.13
000027725	11085374	WATER QUALITY SUPPLIES		73.76
	8/31/2018		2	4,878.89
HANKS ELECTRICAL SUPPLIES				
000027665	505371734	ELECTRICAL SUPPLIES		145.19
	8/23/2018		1	145.19
HASHTAG PINPOINT				
000027604	1163	SOCIAL ADVOCACY SERVICES		4,000.00
	8/16/2018		1	4,000.00
HELPMATES STAFFING SERVICES				
000027666	875278	TEMP LABOR, CUST SERV, WE 7/15		1,798.00
000027666	875395	TEMP LABOR, CUST SERV, WE 7/22		1,820.48
000027666	875427	TEMP LABOR, CUST SERV, WE 7/29		1,798.00
000027666	875613	TEMP LABOR, CUST SERV, WE 8/05		1,798.00
000027726	875729	TEMP LABOR, CUST SERV, WE 08/12		2,337.44
	8/31/2018		2	9,551.92
THE HOME DEPOT COMMERCIAL ACCT				
000027606	1915JUL18	SUPPLIES		205.42
	8/16/2018		1	205.42
HRCHITECT				
000027531	2018-0719	HRIS SYSTEM		7,600.00
000027667	2018-0762	HRIS SYSTEM		2,415.34
000027667	2018-0782	HRIS SYSTEM		2,400.00

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
	8/23/2018		2	12,415.34
HUB AUTO SUPPLY				
000027532	22415	AUTO SUPPLIES - #51		312.10
000027668	24245	AUTO SUPPLIES - #52		378.90
	8/23/2018		2	691.00
INDEPENDENT STATIONERS				
000027533	SI00298123	OFFICE SUPPLIES		152.61
000027533	SI00298120	OFFICE SUPPLIES		737.16
000027728	SI00300083	OFFICE SUPPLIES		128.50
000027728	SI00302467	OFFICE SUPPLIES		105.28
	8/31/2018		2	1,123.55
KONA ICE IRVINE				
000027539	080218	EE EVENT VENDOR		180.00
	8/9/2018		1	180.00
LEWIS CONSULTING GROUP				
000027612	2018-148	GOV'T RELATIONS SERVICES		4,000.00
	8/16/2018		1	4,000.00
LUCILLE'S SMOKEHOUSE BBQ				
000027541	917408	EE EVENT VENDOR		1,845.43
	8/9/2018		1	1,845.43
MELTWATER NEWS US, INC.				
000027543	IN-S151-471135	FY19 SOCIAL MEDIA SERVICES		6,000.00
	8/9/2018		1	6,000.00
MOTOROLA SOLUTIONS				
000027614	16005608	RADIOS AND PROGRAMMING		7,001.27
	8/16/2018		1	7,001.27
ORANGE COUNTY HOSE CO				
000027548	154131	WATER HOSES & FITTINGS		1,563.34
	8/9/2018		1	1,563.34

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
PAULUS ENGINEERING INC				
000027465	1101 418	PROFESSIONAL SVCS		142,194.38
	8/2/2018		1	<u>142,194.38</u>
REMX				
000027622	8403766162	TEMP LABOR, HR, WE 07/22		659.14
000027622	8403782370	TEMP LABOR, HR, WE 07/29		1,235.88
000027622	8403793749	TEMP LABOR, HR, WE 08/05		1,263.34
000027675	8403816318	TEMP LABOR, HR, WE 08/12		1,411.65
	8/23/2018		2	<u>4,570.01</u>
SOUTHERN CALIFORNIA GAS CO				
000027555	05060829008JUN18	NATURAL GAS, WELL 5, JUNE 2018		3,919.58
000027623	05060829008JUL18	NATURAL GAS, WELL 5, JULY 2018		16,477.04
	8/16/2018		2	<u>20,396.62</u>
SIGN DEPOT				
000027558	8397	EMP NAME PLATE		37.71
000027625	8418	EMP NAME PLATE		37.71
	8/16/2018		2	<u>75.42</u>
STEIN TECHNOLOGY CONSULTING GROUP				
000027678	I-15	PROFESSIONAL SERVICES-PHN SYS		4,556.68
	8/23/2018		1	<u>4,556.68</u>
STIVERS & ASSOCIATES INC.				
000027679	12-559	MWRF GARDEN CONSULTING		262.50
	8/23/2018		1	<u>262.50</u>
TRUSSELL TECHNOLOGIES INC				
000027476	5210	DISINFECTION CONVERSION STUDY		10,798.50
	8/2/2018		1	<u>10,798.50</u>
VALLEY POWER				
000027565	B35920	RES 1 - GAS ENGINE PARTS		1,108.55

ACCOUNTS PAID LISTING

FROM 8/1/2018 TO 8/31/2018

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000027635	B35659	RES 1 - GAS ENGINE PARTS		828.73
	8/16/2018		2	1,937.28
WECK ANALYTICAL ENVIRONMENTAL SERVICES INC.				
000027752	70242	WATER QUALITY LAB SERVICES		5,000.00
	8/31/2018		1	5,000.00
TOTAL VARIOUS			50	274,180.77
GRAND TOTAL			305	2,080,117.73



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Satisfying our Community's
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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 20, 2018
SUBJECT: Monthly Financial Reports

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
2018 Audit	Year End Audit 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 FY 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Miscellaneous Water Services, Fees, and Charges	1423	10/23/12	Review at least annually * Scheduled for the 11/15/18 meeting	10/23/12
Investment Policy and Delegation of Authority	1506	12/14/17	Review annually as required by law *Scheduled for 11/15/18 meeting	12/14/17
Travel and Business Expense Reimbursement	1467	11/16/15	Review and update as needed * Scheduled for the 01/17/19 meeting	3/20/2017
Designated Funds - Financial Policies and Guidelines in Establishing Rates	1443	03/15/14	Review at least once every 5 years * Scheduled for the 03/21/19 meeting	03/15/14
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



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 20, 2018
SUBJECT: Reimbursement Payment Process

RECOMMENDATION

Recommend that the Board of Directors approve Director and employee reimbursement payments be processed through payroll bi-weekly and to discontinue the issuing of paper checks for Director and employee reimbursement payments.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

Currently, reimbursement payments for Directors and employees are processed through the Finance Department resulting in the issuing of a paper check. Staff was recently directed to research options for automatic deposit of reimbursement payments in order to eliminate the inefficient process of issuing paper checks. Two possible options are as follows:

1) Accounts Payable Option – Processing Reimbursement Payments Through Accounts Payable

Automatic Clearing House (ACH) deposits would require additional setup work with Union Bank to establish the ACH program and to set up each Director and employee with their own ACH Deposit. This option would result in the bank account information of Directors and employees being stored in a second location in addition to the payroll system. This would require setting up a new process for ensuring the security of Director and employee information. Accounts payable checks are issued weekly and therefore would allow for reimbursement checks to be issued weekly, if needed.

2) Payroll Option – Processing Reimbursement Payments Through Payroll

Processing reimbursement payments through payroll would result in one additional line item on paystubs when a reimbursement is processed. Staff would be able to set up a payroll code for reimbursement that is non-taxable for all taxes. However, all Director and employee information related to bank accounts and social security numbers would not need to be reentered or maintained in a second system since this information is already secure in the Sentric system. Payroll is processed bi-weekly and therefore would allow for reimbursements to be processed every other week, if needed.



Staff recommends Option 2 – Processing Reimbursement Payments Through Payroll. Staff's research found that this process would yield the most efficiencies for the District, while also adhering to the organization's best practices for the ever changing demands on security.

FINANCIAL IMPACT

None.

ATTACHMENTS:

None.

REPORTS:

6. REPORT OF THE GENERAL MANAGER:

REPORTS:

7. DIRECTORS' REPORTS AND COMMENTS:



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 20, 2018
SUBJECT: Claim of Ronald & Diane Owens

RECOMMENDATION

This item is provided for information only.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

On July 13, 2018, Mesa Water District (Mesa Water®) received a claim from ratepayers Ronald and Diane Owens. Mr. and Mrs. Owens are claiming that staff misread their meter in April of 2018 resulting in a higher than normal bill. Mr. & Mrs. Owens are requesting a reimbursement of their plumbing bill in the amount of \$245.

On April 18, 2018, Mesa Water staff read Mr. & Mrs. Owens' meter. The reading was significantly higher than normal; Mrs. Owens requested a reread. Before the reread was conducted, Mrs. Owens called a plumber to make sure there were no potential leaks. The plumber did not find any leaks and the cost of the visit was \$245. On April 30, 2018, Mrs. Owens received a revised bill reflecting a misread and a reduced balance.

Staff consulted ACWA/JPIA regarding the claim and was advised that, since the claim was related to a billing issue, the District would handle the claim in house.

Staff also consulted with Legal Counsel, Atkinson, Andelson, Loya, Ruud & Romo, who supported Mesa Water staff's recommendation to grant the claim and recommended that an approval letter be mailed out as soon as possible.

After consultation with ACWA/JPIA and Legal Counsel, Mesa Water staff decided to approve the claim in question in the amount of \$245. The claim was approved in writing on September 14, 2018.

FINANCIAL IMPACT

In Fiscal Year 2019, no funds have been budgeted for claims; funds will come from Cash on Hand.



ATTACHMENTS

Attachment A: Claim Form

Attachment B: Approval Letter

Attachment C: California Release Form

Claim Form

RECEIVED

JUL 13 2018

(A claim shall be presented by the claimant or by a person acting on his behalf.)

NAME OF DISTRICT: Mesa Water District **MESA WATER DISTRICT**

1 Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.
Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking medical damages we must have both your Social Security Number and your date of birth. N/A

Name: Ronald Owens Diane Owens Phone Number: [REDACTED]
Address(es): [REDACTED] Social Security No.: [REDACTED]
Date of Birth: [REDACTED]
E-mail: [REDACTED]

2 List name, address, and phone number of any witnesses.

Name: [REDACTED]
Address: [REDACTED]
Phone Number: ()

3 List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.

Date: 4/18/18 Time: [REDACTED] Place: [REDACTED]

Tell What Happened (give complete information):

On this day the meter reader misread our meter and consequently a bill was sent to us in error. It was for \$602.40. I called right away and was asked about leaks, over-use by tenants, etc. I tracked all that down. Nothing. Called a plumber to check. He found nothing that would cause that bill.

NOTE: Attach any photographs you may have regarding this claim. Charged \$245 for

4 Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.

\$245 for the Plumber bill. On April 30th the 2 Jamar in office acknowledged the error and changed the bill on the spot. I did call the office again before this date. Takes

5 Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.

Do not know who misread the meter. 5-7 days for new meter read. they said.

6 The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

\$245 you have all documentation already on file.

Date: 7/9/18 Time: 11:45 AM. Signature: Diane J. Owens

ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!



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General Manager

Denise Garcia
District Secretary

Marwan Khalifa, CPA, MBA
District Treasurer

**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

September 14, 2018

**VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

Ms. Diane Owens
[REDACTED]

Re: Claim for Damages – Claim on Behalf of Ms. Diane Owens Concerning
Property Located at [REDACTED] – Claim
Received on July 13, 2018.

This letter is provided to you on behalf of the Mesa Water District ("Mesa Water") concerning the claim presented by you concerning property located at [REDACTED] ("Claim"). The Claim was received by Mesa Water on July 13, 2018.

NOTICE IS HEREBY GIVEN pursuant to California Government Code Sections 911.8, 912.6 and 915.4, that Mesa Water has determined to grant the Claim in the amount of \$245.00. The provisions and requirements of California Government Code Sections 911.6 and 912.4 have been waived by Mesa Water for purposes of the Claim only.

Please note that Mesa Water, pursuant to California Government Code Section 912.6(b) and Mesa Water's Rules and Regulations, requires a California Release of Claim ("Release") to be provided to Mesa Water before payment can be made. A copy of the Release form is enclosed with this letter. It is requested that you complete and execute the Release form and return it to Mesa Water, Attn: Administrative Services Dept. at the above-referenced address. Upon receipt of the fully completed and executed Release form, Mesa Water will mail a check in the amount of \$245.00 to you at the address listed above.

In providing this notice, or by any other action it has taken on this Claim, and except as noted above, Mesa Water does not intend to relinquish or waive any of its legal claims requirements or any rights or defenses potentially available to Mesa Water or its officers, directors, employees or agents concerning this Claim.

If you have any questions about the Claim, or this letter, please call the undersigned or our claims administrator at 800.231.5742.

Sincerely,

Denise Garcia
Administrative Services Manager/District Secretary

c: Claim File

CALIFORNIA RELEASE

That Ronald and Diane Owens for and in consideration of the sum of two hundred forty five dollars, (\$245.00), the receipt and sufficiency of which is hereby acknowledged, does hereby remise, release and forever discharge Mesa Water® District his successors and assigns, and/or his, her, their heirs, executors and administrators, and also any and all other persons, associations and corporations whether herein named or referred to or not, and who, together with the above named, may be jointly or severally liable to the Undersigned, of and from any and all, and all manner of, actions and causes of action, rights, suits, covenants, contracts, agreements, judgments, claims and demands whatsoever in law or equity, including claims for contribution, arising from and by reason of any and all KNOWN AND UNKNOWN, FORESEEN AND UNFORESEEN bodily and personal injuries or death, damage to property, and the consequences thereof, which heretofore have been, and to or not, and especially from all liability arising out of an occurrence that happened on or about the 18 day of April, 2018 at or near [REDACTED]

Further, in consideration of the above payment the UNDERSIGNED ALSO EXPRESSLY DECLARES AND AGREES:

- (1) That all claims, past, present or future, are disputed and this full and final settlement thereof shall never be treated as evidence of liability, nor as an admission of liability or responsibility at any time or in any manner whatsoever;
- (2) That this release covers and includes all claims several or otherwise, past, present or future, which can or may ever be asserted by any person or persons, as heirs, or otherwise, as the result of injuries or death and/or damages as aforesaid or the effects or consequences thereof;
- (3) That this full and final release shall cover and include all and any future injuries, death and/or damages not now known to any of the parties hereto but which may later develop or be discovered, including the effects or consequences thereof and including all causes of action therefor;
- (4) That the Undersigned will indemnify and hold harmless the said parties released hereby, against loss, including counsel fees, from any and ever claim or demand or every kind and character, including claims for contribution, which may be asserted by the Undersigned by reason of said occurrence, injuries and/or damages or the effects of consequences thereof;
- (5) It is further understood and agreed; That the parties hereby released admit to no liability to the Undersigned nor to anyone whomsoever; that such released parties have not consented, in writing or other form, to this release nor to the settlement to which it is applicable and shall not be thereby precluded nor barred from asserting any claims or cause of action they or any of them may have against the Undersigned or others, that right being hereby expressly reserved to such released parties and to any of them.
- (6) As a further consideration for the settlement herein agreed to, I hereby expressly waive all rights under Section 1542 of the Civil Code of California, hereinafter referred to.

I HEREBY CERTIFY THAT I HAVE READ ALL OF THIS RELEASE AND CODE SECTION AND FULLY UNDERSTAND ALL OF THE SAME, AND IN WITNESS WHEREOF I HAVE EXECUTED THIS RELEASE THIS _____ DAY OF _____, 20_____.

Signature: _____ (PRINT NAME)

Address: _____ City, State: _____

CIVIL CODE OF CALIFORNIA, Section 1542. A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor.



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 20, 2018
SUBJECT: Claim of Birgitta Schaefer

RECOMMENDATION

This item is provided for information only.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

On August 1, 2018, Mesa Water District (Mesa Water®) received a claim from ratepayer Birgitta Schaefer. Ms. Schaefer is claiming that Mesa Water staff trimmed half of her bush that was planted over the meter box. Ms. Schaefer did not include a specific request for reimbursement of cost.

In July of 2018, Mesa Water staff attempted to read Ms. Schaefer's water meter. Access to the water meter box was restricted due to landscaping planted over the meter box. Staff needed to trim back the landscaping in order to read the meter. Previously during the May water meter read, staff informed Ms. Schaefer that she needed to cut back her landscaping so access could be gained to the meter box.

Staff consulted ACWA/JPIA regarding the claim and was advised that, since the claim was related to a billing issue, the District would handle the claim in house.

Staff also consulted with Legal Counsel, Atkinson, Andelson, Loya, Ruud & Romo, who supported Mesa Water staff's recommendation to deny the claim and recommended that a denial letter be mailed out as soon as possible.

After consultation with ACWA/JPIA and Legal Counsel, Mesa Water staff decided to deny the claim in question within forty-five days of presentation. The claim was denied in writing on September 12, 2018. The claimant now has six months in which to file suit.

FINANCIAL IMPACT

There is no financial impact for the discussion of this matter.

If a suit is filed, Mesa Water could expend funds, the amount of which is unknown at this time.



ATTACHMENTS

Attachment A: Claim Form
Attachment B: Denial Letter

RECEIVED

AUG 01 2018

Claim Form

(A claim shall be presented by the claimant or by a person acting on his behalf.)

MESA WATER DISTRICT

NAME OF DISTRICT: Mesa Water District

1 Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.
 Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking **medical damages**, we **MUST** have both your Social Security Number and your date of birth.

Name: Birgitta Schaefer Phone Number: [REDACTED]
 Address(es): [REDACTED] Social Security No.: [REDACTED]
 [REDACTED] Date of Birth: [REDACTED]
 [REDACTED] E-mail: [REDACTED]

2 List name, address, and phone number of any witnesses.

Name: _____
 Address: _____
 Phone Number: () _____

RECEIVED
 AUG - 1 2018
 Accounting

3 List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.

Date: July 27 Time: 2:28^{PM} Place: _____

Tell What Happened (give complete information):

Your worker cut back over 1/2 my bush.
The bush was cut up at the bottom so your worker could lift up & reach the meter - no problem.

NOTE: Attach any photographs you may have regarding this claim.

4 Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.

I am very up set at this over cutting of my bush.

5 Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.

6 The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

Date: 8-1-18 Time: 1 pm Signature: [Signature]

ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!



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District Treasurer

**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

September 12, 2018

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Ms. Birgitta Schaefer
[REDACTED]

Re: Claim Filed for Ms. Birgitta Schaefer

Notice is hereby given that the claim which you presented to the Mesa Water® Board of Directors or Officer on August 1, 2018 was rejected on September 12, 2018.

WARNING

Subject to certain exceptions, you have only six (6) months from the date this notice was personally delivered or deposited in the mail to file a State Court Action on this claim. See California Government Code §945.6. Your time for filing an action in federal court may be less than this six (6) months.

You may seek the advice of an attorney of your choice in connection with this matter. If you desire to consult an attorney, you should do so immediately.

In providing this notice, or by any other action it has taken on this claim, Mesa Water District (Mesa Water) does not intend to relinquish or waive any of its legal claims requirements or any rights or defenses potentially available to Mesa Water or its officers, directors, employees or agents.

Should you file a lawsuit in this matter which is determined to be in bad faith and without reasonable cause, please be advised that Mesa Water will attempt to recover all of its defense costs from you as allowed by California Code of Civil Procedure §128.7 and §1038.

If you have any questions about your claim, or this letter, please call the undersigned or our claims administrator at 800.231.5742.

Sincerely,

Denise Garcia
Administrative Services Manager/District Secretary

c: Claim File



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: September 20, 2018
SUBJECT: Claim of Paula Klug

RECOMMENDATION

This item is provided for information only.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

On August 20, 2018, Mesa Water District (Mesa Water®) received a claim from ratepayer Paula Klug. Ms. Klug is claiming that her water bill was two to three times higher than normal. Ms. Klug is requesting Mesa Water reimburse her the cost of extra water in the amount of \$203.

On June 25, 2018, Mesa Water staff reread Ms. Klug's meter and confirmed that consumption for 20 days was consistent with the prior 60 days. Staff tested for possible leaks on July 3, 2018 and July 5, 2018 and no leaks were discovered. Ms. Klug was notified that there were no leaks found at her meter.

Staff consulted ACWA/JPIA regarding the claim and was advised that, since the claim was related to a billing issue, the District would handle the claim in house.

Staff also consulted with Legal Counsel, Atkinson, Andelson, Loya, Ruud & Romo, who supported Mesa Water staff's recommendation to deny the claim and recommended that a denial letter be mailed out as soon as possible. Legal Counsel also advised staff that all records regarding the meter test, the meter replacement and the customer's water usage be retained.

After consultation with ACWA/JPIA and Legal Counsel, Mesa Water staff decided to deny the claim in question within forty-five days of presentation. The claim was denied in writing on September 11, 2018. The claimant now has six months in which to file suit.

FINANCIAL IMPACT

There is no financial impact for the discussion of this matter.

If a suit is filed, Mesa Water could expend funds, the amount of which is unknown at this time.



ATTACHMENTS

Attachment A: Claim Form
Attachment B: Denial Letter

FINACE Dept 949-574-1035
6

Claim Form

(A claim shall be presented by the claimant or by a person acting on his behalf.)

NAME OF DISTRICT: Mesa Water District

1 Claimant name, address (mailing address if different), phone number, social security number, e-mail address, and date of birth.
 Effective January 1, 2010, the Medicare Secondary Payer Act (Federal Law) requires the District/Agency to report all claims involving payments for bodily injury and/or medical treatments to Medicare. As such, if you are seeking medical damages, we **MUST** have both your Social Security Number and your date of birth.

Name: PAULA KIDG Phone Number: [REDACTED]
 Address(es): [REDACTED] Social Security No.: [REDACTED]
 [REDACTED] Date of Birth: [REDACTED]
 [REDACTED] E-mail: [REDACTED]

2 List name, address, and phone number of any witnesses.

Name: _____
 Address: _____
 Phone Number: () _____

3 List the date, time, place, and other circumstances of the occurrence or transaction, which gave rise to the claim asserted.

Date: 6/15/18 Time: _____ Place: [REDACTED]

Tell What Happened (give complete information):
BILL ARRIVED, WAS 2-3 TIMES MORE THAN CORRECT. TO A HOME THAT I OWN THAT WAS NOT LIVED IN. JOHN FROM YOUR DEPARTMENT CHECKED FOR LEAKS IN TOILETS, & SPRINKLING SYSTEMS WAS DISCUSSED - NO LEAKS. ~

NOTE: Attach any photographs you may have regarding this claim.

4 Give a general description of the indebtedness, obligation, injury, damage, or loss incurred so far as it may be known at the time of presentation of the claim.

50.- bill for water would be accepted NOT 253.00

5 Give the name or names of the public employee or employees causing the injury, damage, or loss, if known.

6 The amount claimed if it totals less than ten thousand dollars (\$10,000) as of the date of presentation of the claim, including the estimated amount of any prospective injury, damage or loss, insofar as it may be known at the time of the presentation of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds ten thousand dollars (\$10,000), no dollar amount shall be included in the claim. However, it shall indicate whether the claim would be a limited civil case.

Date: 7/26/18 Time: 11:00 Signature: Paula Kidg

ANSWER ALL QUESTIONS. OMITTING INFORMATION COULD MAKE YOUR CLAIM LEGALLY INSUFFICIENT!



*Dedicated to
Satisfying our Community's
Water Needs*

BOARD OF DIRECTORS

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General Manager

Denise Garcia
District Secretary

Marwan Khalifa, CPA, MBA
District Treasurer

**Atkinson, Andelson,
Loya, Ruud & Romo**
Legal Counsel

September 11, 2018

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Ms. Paula Klug


Re: Claim Filed for Ms. Paula Klug

Notice is hereby given that the claim which you presented to the Mesa Water® Board of Directors or Officer on August 20, 2018 was rejected on September 11, 2018.

WARNING

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