



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Monday, July 20, 2015
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

**FINANCE COMMITTEE MEETING
Monday July 20, 2015 at 3:30 p.m.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Non-Agendized Matters: Members of the public are invited to address the Board on matters which are not on the Agenda. Each speaker is limited to three (3) minutes. The Board will set aside thirty (30) minutes for public comments.

Agendized Matters: 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 five (5) minutes.

PRESENTATION AND DISCUSSION ITEMS:

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

None

ACTION ITEMS:

1. Review of Surplus Property Policy

REPORTS:

2. Accounts Paid Listing
3. Monthly Financial Reports
4. Major Staff Projects
5. Report of the General Manager
6. Directors' Reports and Comments



INFORMATION ITEMS:

7. Response to Accounts Paid Listing Questions

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.

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



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MEMORANDUM

TO: Finance Committee
FROM: Andrew Hamilton, Chief Financial Officer
DATE: July 20, 2015
SUBJECT: Review of Surplus Property Policy

RECOMMENDATION

Recommend that the Board of Directors adopt Resolution No. XXXX Establishing Rules and Regulations for Disposal of Surplus Property, Superseding Resolution No. 1417.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

In March 2012, the Board of Directors (Board) of Mesa Water District (Mesa Water®) approved an update to the Disposal of Surplus Property Policy by adding On-line Auction as an additional method to dispose of surplus property. Approved methods to dispose of surplus property currently include Sealed Bid, Quotation, Auction, On-line Auction or Donation to Charity.

DISCUSSION

The proposed changes to the Disposal of Surplus Property Policy would streamline and propose to expand the scope of potential bidders to maximize the sale price of the surplus property. Additionally, the proposed policy would decrease staff time in the disposal process.

In particular, the proposed new policy would establish approval authority amounts for the Board in line with recent board action to adjust the Board's approval authority related to the procurement of goods and services. The current policy requires all surplus personal property, regardless of the amount, to be approved by the Board prior to disposition. The following limits are proposed for personal property:

Methodology

- Surplus Property with an estimated market value less than \$50,000 is proposed to be sold or disposed using the most advantageous method determined by the General Manager
- Surplus Property with an estimated market value greater than or equal to \$50,000 is proposed to be sold by Sealed Bid, Quotation, Auction, On-Line Auction or Remarketing Service Provider

Appraisals

- Surplus Property with an estimated market value exceeding \$75,000 is proposed to require appraisals



Approval Authority

- Surplus Property with an estimated market value exceeding the Board's approval authority amount for Capital Construction Projects (currently \$112,000) is proposed to require Board approval for disposition

As specified in the current disposal policy, the proposed policy continues the current requirement that the Board approves all dispositions of real property.

Also, an additional method of disposal is proposed by utilizing Remarketing Service Providers (RSP's) who have access to nationwide sales channels to dispose of surplus property by utilizing auctions, retail outlets, wholesalers, and/or franchise dealers. Utilized channels would vary as market conditions fluctuate; RSP's adjust by using different channels to maximize the sales transaction price. The increased access to nationwide sales channels significantly enhances the exposure to potential buyers interested in purchasing Mesa Water's surplus property compared to historic practices.

FINANCIAL IMPACT

It is anticipated a potential increase in sales prices would occur due to expanded sales channels.

ATTACHMENTS

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

RESOLUTION NO. XXXX

RESOLUTION OF THE MESA WATER DISTRICT BOARD OF DIRECTORS ESTABLISHING RULES AND REGULATIONS FOR DISPOSAL OF SURPLUS PROPERTY OF MESA WATER DISTRICT SUPERSEDING RESOLUTION NO. 1417

WHEREAS, the Mesa Water District (“Mesa Water®” or “District”) is a county water district organized and operating according to California law; and

WHEREAS, Section 31041 of the California Water Code (“Water Code”) provides that “A [county water] district may hold, use, enjoy, lease or dispose of property within or without the district necessary to the full exercise of its powers”; and

WHEREAS, Water Code Section 31024 authorizes Mesa Water® to adopt rules and regulations for its procedures; and

WHEREAS, various provisions of the California Government Code (“Government Code”) provide for provisions for the disposal of surplus real and personal property of a governmental agency; and

WHEREAS, the Board of Directors of the Mesa Water® (“Board”) has previously taken actions to provide for the authority to dispose of surplus property of Mesa Water® and to provide for authority of Mesa Water’s General Manager to undertake actions for the disposal of surplus personal property of Mesa Water® upon the terms and conditions prescribed by the Board; and

WHEREAS, the Board has determined that it is appropriate at this time to update such actions.

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

It is in the best interests of the District to adopt rules and regulations for the disposal of District surplus property as follows:

Section 1. Definitions – As used in these rules and regulations, the following terms shall have the following meanings:

- (a) “District” or “Mesa Water®” shall mean Mesa Water District.
- (b) “Board” shall mean the Board of Directors of the District.
- (c) “Manager” shall mean the General Manager of the District or the person appointed and authorized by the Board to act in such

capacity. This may include an Interim General Manager appointed by the Board.

- (d) "Property" shall mean all real and personal property, including water, water rights, works, easements, and rights of way; and personal property shall also include materials, supplies, equipment, furnishings, and other similar personal property included in the assets of the District.
- (e) "Surplus Personal Property" shall mean any property owned by Mesa Water® which is determined to no longer be needed or used for District purposes or which has become obsolete, worn out or past its useful life.
- (f) "Market Value" shall mean the value estimated by the Manager or his/her designee if the Surplus Personal Property were sold by Sealed Bid, Auction, On-line Auction or Remarketing Service Provider (each as defined herein). For individual items of Surplus Personal Property estimated over \$75,000 by the Manager, an appraisal by a qualified independent appraiser is required.
- (g) "Surplus Real Property" shall mean any Real Property (as such may be improved) (as further defined herein) which has been designated by the Board as surplus to the needs of the District.

Section 2. Rules and Regulations – All disposal of Surplus Personal Property and Surplus Real Property of the District shall be made in accordance with the rules and regulations hereinafter set forth.

Section 3. Determination of Need and Disposition of Surplus Personal Property – From time to time, the Manager may determine that certain personal property of the District is no longer needed by the District to carry out the powers and purposes of the District to meet present or future needs.

- (a) Any Surplus Personal Property below the Board's approval authority amount for Capital Construction Projects (as defined in Resolution No. 1458 - "Providing Guidelines for the Procurement of Goods and Services and Cash Disbursements", and as such Resolution No. 1458 may be amended from time to time) may be sold or disposed by the Manager as follows:
 - 1) Surplus Personal Property with an estimated market value greater than or equal to \$50,000 per individual item shall be sold by Sealed Bid, Quotation, Auction, On-line Auction or Remarketing Service Provider, each as defined in this Resolution and rules and regulations.
 - 2) Surplus Personal Property with an estimated market value less than \$50,000 per individual item may be sold or disposed by the Manager using any method determined by the Manager to be the most advantageous to Mesa Water® considering the nature and value of the Surplus Personal Property and related costs to

sell or dispose of the Surplus Personal Property in question.

- 3) Notwithstanding other provisions of this Resolution, the Manager is authorized to sell Surplus Personal Property or trade for property or services with equivalent market value with another public entity within the limits specified in this Section 3.
- (b) Disposition of Mesa Water's Surplus Personal Property shall be "**AS IS**" without warranty, either express or implied, and any buyer of any item of Surplus Personal Property shall agree to pay any applicable transfer or sales taxes.

Section 4. Disposition by Sealed Bid – If it is determined to be in the best interests of the District to dispose of designated Surplus Personal Property as recommended by bids, the Manager shall obtain bids as may be specified by the Board or as follows:

- (a) Formal sealed bids shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting bids on a public bulletin board at the office of the District and by publication in a newspaper of local circulation.
- (b) All invitations to bid shall include detailed specifications of the Surplus Personal Property (or indicate where such can be obtained), shall specify the time and place where the bids will be received and opened and the time when an award will be made or all bids rejected.
- (c) Bids shall be opened at the time and place specified and the full detail of each bid shall be recorded.
- (d) The Manager shall analyze all bids and recommend to the Board that the Board make an award or reject all bids.
- (e) If the Board finds and determines that the disposal of the Surplus Personal Property at the highest price bid is in the best interests of the District, the Board may, by motion, make an award and authorize the execution of a proper bill of sale by the applicable District officers.

The bids and bid process set out in this Section are considered and defined as "Sealed Bids" for purposes of this Resolution and these rules and regulations.

Section 5. Disposition by Quotation – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through quotation, the Manager shall obtain quotations as follows:

- (a) Informal quotations shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting quotations on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.
- (b) If the value of the Surplus Personal Property is less than \$5,000.00, quotations may be solicited by telephone and confirmed by letter.

- (c) All invitations for quotation shall include a description of the Surplus Personal Property, shall specify the time and place where the quotations will be considered, and the time when an award will be made or all quotations rejected.
- (d) Quotations shall be considered at the time and place specified and the details of each quotation recorded.
- (e) The Manager shall analyze all quotations and determine if the disposal of the Surplus Personal Property at the highest price quoted is in the best interests of the District.
- (f) If the Manager so determines, he/she may proceed to dispose of subject Surplus Personal Property and if bill of sale is required, the necessary officers of the District are hereby authorized to execute same as required.

The quotation and quotation process set out in this Section are considered and defined as “Disposition by Quotation” or “Quotation” for purposes of this Resolution and these rules and regulations.

Section 6. Disposal by Auction – If it is determined to be in the best interests of the District to dispose of Surplus Personal Property through an auction process the Manager shall proceed with the following:

- (a) An auction service shall be used that holds public auctions, holds the auction at the service provider’s facility(ies) and makes the property available for inspection by the public prior to such auction.
- (b) The auction service shall be responsible for preparing the property for sale and processing all paperwork associated with such sale by auction.
- (c) Items sold at auction will not be identified as belonging to Mesa Water®.

The auction and auction process set out in this Section are considered and defined as an “Auction” for purposes of this Resolution and these rules and regulations.

Section 7. Disposal by On-line Auction – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through an on-line auction service or process the Manager shall proceed with the following:

- (a) An on-line auction service shall be used that the District has previously reviewed and has determined meets the needs of the District.
- (b) Inspection of the equipment shall be held at a location(s) determined and designated by the District with inspection times limited and set by appointment.

The auction and auction process set out in this Section are considered and defined as an “On-line Auction” for purposes of this Resolution and these rules and regulations.

Section 8. Disposal by Remarketing Service Provider – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property through a nationally recognized firm that specializes in remarketing services (“Remarketing Service Provider”), the Manager shall proceed with the following:

- (a) A Remarketing Service Provider that sells personal property via multiple nationwide sales avenues, including, but not limited to, auctions, retail outlets, wholesalers and/or franchise dealers shall be used that the District has previously reviewed and determined that such provider meets the needs of the District.
- (b) Inspection of the Surplus Personal Property shall be held at such location(s) as the District shall designate (or coordinate with the Remarketing Service Provider) with inspection times limited and set by appointment.

The Remarketing Service Provider process set out in this Section are considered and defined as a “Remarketing Service Provider” for purposes of this Resolution and these rules and regulations.

Section 9. Disposal of Surplus Personal Property by Donation to Charity – If the Manager determines that a donation of Surplus Personal Property serves a public purpose and/or benefit, the Manager will advise the Board that such Surplus Personal Property will be donated to a charity serving Mesa Water’s service area.

All donations of Mesa Water’s surplus property shall be “**AS IS**” without warranty, either express or implied, and the transferee shall agree to pay any applicable transfer or sales taxes. The transferee shall also agree to defend, indemnify and hold harmless Mesa Water®, its Directors, officers and employees, in writing, from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee.

Surplus Personal Property disposed of pursuant to this Section shall generally have a zero (\$0) book value or the cost to dispose of the property exceeds both the net book value and any amount estimated from any type of sale.

Section 10. Responsibility and Record of Disposition of Surplus Personal Property – The Manager or his/her designee shall be responsible for dispositions of Surplus Personal Property as set out this Resolution and the District’s

Financial Services Department shall be provided with, and shall maintain, a record of sales, exchanges or dispositions of Surplus Personal Property with all the following information:

- (a) Description or designation of the Surplus Personal Property disposed of
- (b) Name of the transferee
- (c) Disposition date
- (d) Gross sale amount and transaction costs (if any)
- (e) Description and value of property or services received in a trade (if any)

A written report of the disposal of all Surplus Personal Property, including the manner of disposal utilized, pursuant to the terms of this Resolution shall be provided to the Board.

Section 11. Disposal of Surplus Real Property – Disposal of any real property of the District (including real property (as such may be improved), water rights, easements and rights of way) (for purposes of this Section “Real Property”) determined by the Board to be Surplus Real Property shall be authorized and approved by the Board, regardless of value. No Real Property, as defined in this Section, will be disposed of without Board approval and then in the manner approved by the Board. Any disposal of Real Property of the District shall conform to then-existing law.

Section 12. Application of Sums Received – Unless otherwise provided by law or prescribed by the Board, all sums received from the disposal of Property of the District shall be applied to the General Fund of the District.

Section 13. Effect of Rules and Regulations – This Resolution and the rules and regulations adopted hereby shall be in effect from and after their adoption and copies thereof may be made available for public information.

Section 14. Authority for Adoption – This Resolution is adopted pursuant to Water Code Sections 30523, 31001, 31024 and 31041.

Section 15. Superseding Resolution No. 1417 – This Resolution shall act to supersede and replace Resolution No. 1417 upon the adoption hereof.

ADOPTED, SIGNED, and APPROVED this 13th day of August 2015 by a roll call vote.

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

Shawn Dewane
President, Board of Directors

Coleen L. Monteleone
District Secretary

DRAFT

RESOLUTION NO. ~~1417XXXX~~

RESOLUTION OF THE
MESA ~~CONSOLIDATED~~ WATER DISTRICT BOARD OF DIRECTORS
ESTABLISHING RULES AND REGULATIONS FOR
DISPOSAL OF ~~SURPLUS~~ PROPERTY OF ~~THE DISTRICT~~
MESA WATER DISTRICT
SUPERSEDING RESOLUTION NO. ~~13881417~~

WHEREAS, the Mesa ~~Consolidated~~ Water District (“Mesa Water®” or “District”) is a county water district organized and operating according to California ~~L~~aw; and

WHEREAS, Section 31041 of the California Water Code (“Water Code”) provides that “A [county water] district may hold, use, enjoy, lease or dispose of property within or without the ~~d~~istrict necessary to the full exercise of its powers.”; and

WHEREAS, Water Code Section 31024 authorizes Mesa Water® to adopt rules and regulations for its procedures; and

WHEREAS, various provisions of the California Government Code (“Government Code”) provide for provisions for the disposal of surplus real and personal property of a governmental agency; and

WHEREAS, the Board of Directors of the Mesa Water® (“Board”) has previously taken actions to provide for the authority to dispose of surplus property of Mesa Water® and to provide for authority of Mesa Water’s ®-General Manager to undertake actions for the disposal of surplus personal property of Mesa Water® upon the terms and conditions prescribed by the Board; and

WHEREAS, the Board has determined that is it appropriate at this time to update such actions.

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

It is in the best interests of the District to adopt rules and regulations for the disposal of District ~~surplus~~ property as follows:

Section 1. Definitions – As used in these rules and regulations, the following terms shall have the following meanings:

(a) “District” or “Mesa Water®” shall mean Mesa ~~Consolidated~~ Water

District.

- (b) "Board" shall mean the Board of Directors of the District.
- (c) "Manager" shall mean the General Manager of the District or the person appointed and authorized by the Board to act in such capacity. ~~-This may include an Interim General Manager appointed by the Board.~~
- (d) "Property" shall mean all real and personal property, including water, water rights, works, easements, and rights of way; and personal property shall also include materials, supplies, equipment, furnishings, and other similar personal property included in the assets of the District.
- (e) ~~"Surplus Personal Pproperty" shall mean any property owned by Mesa Water® which is determined to no longer be needed or used for District purposes or which has become obsolete, worn out or past its useful life.~~
- (f) ~~"Market Value" shall mean the value estimated by the Manager or his/her designee if the Surplus Personal pProperty were sold by Sealed Bid, Auction, On-line Auction or Remarketing Service Provider (each as defined herein). For individual items of Surplus pPersonal Pproperty estimated over \$75,000 by the Manager, an appraisal by a qualified independent appraiser is required.~~
- ~~(d)(g) "Surplus Real Property" shall mean any Real Property (as such may be improved) (as further defined herein) which has been designated by the Board as surplus to the needs of the District.~~

Section 2. Rules and Regulations – All disposal of ~~Surplus Personal personal and real pProperty and Surplus Real Property~~ of the District shall be made in accordance with the rules and regulations hereinafter set forth.

Section 3. Determination of Need and Disposition of Surplus Personal Property – From time to time, the Manager may determine that certain ~~personal~~ property of the District is no longer needed by the District to carry out the powers and purposes of the District to meet present or future needs.

- (a) ~~Any Ssurplus Ppersonal Pproperty below the Board's approval authority amount for Capital Construction Projects (as defined in Resolution No. 1458 - "Providing Guidelines for the Procurement of Goods and Services and Cash Disbursements", and as such Resolution No. 1458 may be amended from time to time) may be sold or disposed by the Manager as follows: The Manager shall provide in writing to the Board, at a regular Board meeting, a description of the property, and an explanation as to why the property is no longer needed. The Manager shall recommend that the Board consider and approve the disposal of said property.~~

- 1) ~~Surplus pPersonal Pproperty with an estimated market value greater than or equal to \$50,000 per individual item shall be sold~~

by Sealed Bid, Quotation, Auction, On-line Auction or Remarketing Service Provider, each as defined in this Resolution and rules and regulations.

2) Surplus Personal Property with an estimated market value less than \$50,000 per individual item may be sold or disposed by the Manager using any method determined by the Manager to be the most advantageous to Mesa Water® considering the nature and value of the Surplus Personal Property and related costs to sell or dispose of the Surplus Personal Property in question.

3) Notwithstanding other provisions of this Resolution, the Manager is authorized to sell Surplus Personal Property or trade for property or services with equivalent market value with another public entity within the limits specified in this Section 3.

~~Disposition of real property, water rights, easements, and rights-of-way shall be authorized and approved by the Board, regardless of value. No real property as defined in this section Resolution will be disposed of without Board approval and in a manner approved by the Board.~~

(b) Disposition of Mesa Water's Surplus Personal Property shall be "AS IS" without warranty, either express or implied, and any the buyer of any item of Surplus Personal Property shall agree to pay any applicable transfer or sales taxes.

~~**Section 4.** Determination of Value – For the purposes of applying Section 3 above, value shall be the larger of the following:~~

~~(a) The estimated salvage value as determined by the Manager.~~

~~(b) The depreciated value as indicated by the financial records of the District.~~

~~(c) The market value as estimated by a qualified independent appraiser, however, it shall not be required to have said property appraised if the value of 3(b) above is less than \$5,000.00.~~

Section 45. Disposition by Sealed Bid – If it is determined to be in the best interests of the District to dispose of designated certain Surplus Personal Property of the District as recommended by bids, the Manager shall obtain bids as may be specified by the Board or as follows:

(a) Formal sealed bids shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting bids on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.

(b) All invitations to bid shall include detailed specifications of the Surplus Personal Property (or indicate where such they can be obtained), shall specify the time and place where the bids will be received and opened, and the time when an award will be made or all

bids rejected.

- (c) Bids shall be opened at the time and place specified and the full detail of each bid shall be recorded.
- (d) The Manager shall analyze all bids and recommend to the Board that the Board make an award or reject all bids.
- (e) If the Board finds and determines that the disposal of the **Surplus Personal pProperty** at the highest price bid is in the best interests of the District, the Board may, by motion, make an award and authorize the execution of a proper bill of sale by the **applicable** District officers.

The bids and bid process set out in this Section are considered and defined as “Sealed Bids” for purposes of this Resolution and these rules and regulations.

Section 56. Disposition by Quotation – If it is **determined to be** in the best interests of the District to dispose of **Surplus Personal pProperty** through quotation, the Manager shall obtain quotations as follows:

- (a) Informal quotations shall be solicited by invitations mailed to known prospective purchasers and by posting of a notice inviting quotations on a public bulletin board at the office of the District, and by publication in a newspaper of local circulation.
- (b) If the value of the **Surplus Personal pProperty** is less than \$5,000.00, quotations may be solicited by telephone and confirmed by letter.
- (c) All invitations for quotation shall include a description of the **Surplus Personal pProperty**, shall specify the time and place where the quotations will be considered, and the time when an award will be made or all quotations rejected.
- (d) Quotations shall be considered at the time and place specified and the details of each quotation recorded.
- (e) The Manager shall analyze all quotations and determine if the disposal of the **Surplus Personal pProperty** at the highest price quoted is in the best interests of the District.
- (f) If the Manager so determines, he/she may proceed to dispose of subject **Surplus Personal pProperty** and if bill of sale is required, the necessary officers of the District are hereby authorized to execute same as required.

The quotation and quotation process set out in this Section are considered and defined as “Disposition by Quotation” or “Quotation” for purposes of this Resolution and these rules and regulations.

Section 67. Disposal by Auction – If it is **determined to be** in the best interests of the District to dispose of **Surplus Personal Property equipment** through an auction **process** the Manager shall proceed with the following:

- (a) An auction service shall be used that holds public auctions, holds the auction at ~~the service provider's~~ facility(ies) and makes the property available for inspection by the public prior to such auction.
- (b) The auction service shall ~~must~~ be responsible for preparing the property for sale and processing all paperwork associated with ~~such the sale by auction~~.
- (c) Items sold at auction will not be identified as belonging to Mesa Water®.

The auction and auction process set out in this Section are considered and defined as an "Auction" for purposes of this Resolution and these rules and regulations.

Section 78. Disposal by On-line Auction – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property equipment through an on-line auction service or process the Manager shall proceed with the following:

- (a) An on-line auction service shall be used that the District has previously reviewed and has determined it meets the needs of the District.
- (b) Inspection of the equipment shall be held at ~~Mesa Water's~~ location(s) determined and designated by the District with inspection times limited and set by appointment.

The auction and auction process set out in this Section are considered and defined as an "On-line Auction" for purposes of this Resolution and these rules and regulations.

Section 8. Disposal by Remarketing Service Provider – If it is determined to be in the best interest of the District to dispose of Surplus Personal Property equipment through a nationally recognized firm that specializes in remarketing services ("Remarketing Service Provider"), the Manager shall proceed with the following:

- (a) A Remarketing Service Provider that sells personal property via multiple nationwide sales avenues, including, but not limited to, auctions, retail outlets, wholesalers and/or franchise dealers shall be used that the District has previously reviewed and determined that such provider meets the needs of the District.
- (b) Inspection of the Surplus Personal Property equipment shall be held at ~~Mesa Water's~~ such location(s) as the District shall designate (or coordinate with the Remarketing Service Provider) with inspection times limited and set by appointment.

The Remarketing Service Provider process set out in this Section are considered and defined as a "Remarketing Service Provider" for purposes of this Resolution and these rules and regulations.

Section 9. Disposal of Surplus Personal Property by Donation to Charity – If the Manager determines that a donation of Surplus Personal Property serves a public purpose and/or benefit ~~District is unable to dispose of the property for money,~~ the Manager will advise the Board that ~~the such~~ –Surplus Personal pProperty will be donated to a charity serving Mesa Water's service area.

All donations of Mesa Water's surplus property shall be "AS IS" without warranty, either express or implied, and the transferee shall agree to pay any applicable transfer or sales taxes. The transferee shall also agree to defend, indemnify and hold harmless Mesa Water®, its D–directors, officers and employees, in writing, from any claim, cause of action, damage, loss or liability arising out of the condition of the property or its use by the organization or subsequent transferee.

Surplus Personal Property disposed of pursuant to this Section shall generally have a zero (\$0) book value or ~~shall be of a nature that disposal thereof by another means would cost the District more than the value of the Surplus Personal Property to be donated~~ the cost to dispose of the property exceeds both the net book value and any amount estimated from any type of sale.

Section 10. Responsibility and Record of Disposition of Surplus Personal Property – The Manager or his/her designee shall be responsible for dispositions of Surplus Personal Property as set out this Resolution and the District's Financial Services Department shall be provided with, and shall maintain, a record of sales, exchanges or dispositions of sSurplus Personal pProperty with all the following information:

- (a) Description or designation of the Surplus Personal pProperty disposed of;
- (b) Name of the transferee;
- (c) Disposition date;
- (d) Gross sale amount and transaction costs (if any)
- (e) Description and value of property or services received in a trade (if any)

A written report of the disposal of all Surplus Personal Property, including the manner of disposal utilized, pursuant to the terms of this Resolution shall be provided to the Board.

Section 11. Disposal of Surplus Real Property – ~~–~~Disposal of any real property of the

District (including real property (as such may be improved), water rights, easements and rights of way) (for purposes of this Section “Real Property”) determined by the Board to be Surplus Real Property shall be authorized and approved by the Board, regardless of value. –No Real Property, as defined in this Section, will be disposed of without Board approval and then in the manner approved by the Board. -Any disposal of Real Property of the District shall conform to then-existing law.

Section 12110. Application of Sums Received – Unless otherwise provided by law or prescribed by the Board, all sums received from the disposal of Property of the District shall be applied to the General Fund of the District.

Section 12311. Effect of Rules and Regulations – ~~This Resolution and the~~ These rules and regulations ~~adopted hereby~~ shall be in effect from and after their adoption and copies thereof may be made available for public information.

Section 14. Authority for Adoption – ~~—~~This Resolution is adopted pursuant to Water Code Sections 30523, 31001, 31024 and 31041.

Section 15. Superseding Resolution No. 1417 – ~~—~~This Resolution shall act to supersede and replace Resolution No. 1417 upon the adoption hereof.

ADOPTED, SIGNED, and APPROVED this 27¹³th day of ~~March 2012~~ August 2015 by a roll call vote.

AYES: DIRECTORS: ~~Ohlig-Hall, Atkinson, Dewane, Fidler, Bockmiller~~
NOES: DIRECTORS:
ABSENT: DIRECTORS:
ABSTAIN: DIRECTORS:

Dewane

~~Fred R. Bockmiller, Jr. P.E. Shawn~~

President, Board of Directors

Coleen L. Monteleone
District Secretary

DRAFT

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CAPITAL				
CIVIL SOURCE 000017212	1076-0477-2	Parking Design PP2		6,910.00
6/5/2015			1	6,910.00
TAMA CONSTRUCTION INC. 000017306	15011	Facility Improvements		9,031.96
000017306	15012	Facility Improvements		2,750.00
000017333	15013	Wt Ops Conf Rm Upgrade		1,650.00
000017333	15027	Wtr Ops Conf Room Update		200.00
000017333	15016	Wt Ops Conf Rm Upgrade		1,890.00
6/18/2015			2	15,521.96
TOTAL CAPITAL			3	22,431.96

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DEPARTMENT EXPENSE				
ACWA JOINT POWERS INSURANCE AUTHOF 000017346	EAP-JUL15	EAP Services- Jul 15		136.62
6/25/2015			1	<u>136.62</u>
ADVANTECH FINANCE & ACCOUNTING 000017206	434540	Temp Labor Finance WE 030815		1,555.48
6/5/2015			1	<u>1,555.48</u>
BAVCO 000017356	715220	Test Kits		186.00
6/25/2015			1	<u>186.00</u>
CA DEPT OF JUSTICE 000017359	102695	Finger Prints		32.00
6/25/2015			1	<u>32.00</u>
CALPERS BENEFIT PAYMENTS 0079608	CALPERS HEALTH 6/15	CALPERS HEALTH 6/15		45,030.07
0079899	CALPERS RET 5/15/15	CALPERS RET 5/15/15		33,136.34
0080093	CALPERS RET 5/29/15	CALPERS RET 5/29/15		33,213.92
6/23/2015			3	<u>111,380.33</u>
COLONIAL LIFE & ACCIDENT INS 000017285	8892333-0614475	Life Ins- PP 5/29/15		265.05
6/12/2015			1	<u>265.05</u>
EPX 0079900	MAY/15 EP FEES	MAY/15 EP FEES		3,111.91
6/1/2015			1	<u>3,111.91</u>

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
FIRST BANKCARD				
0080090	MAY15-CM	Dist CC Chgs May 15		83.13
0080090	MAY15-ST	Dist CC Chgs May 15		2,845.93
0080090	MAY15-CC2	Dist CC Chgs May 15		3,978.26
0080090	MAY15-PS	Dist CC Chgs May 15		1,843.93
0080090	MAY15-AH	Dist CC Chgs May 15		72.17
0080090	MAY15-PL	Dist CC Chgs May 15		2,387.07
0080090	MAY15-CC	Dist CC Chgs May 15		8,711.52
	6/19/2015		1	19,922.01
GOVERNMENT FINANCE OFFICERS				
000017319	05192015	GFOA Member Dues		160.00
	6/18/2015		1	160.00
GUARDIAN				
000017223	00 430941 JUN 15	Dental Ins - Jun 15		5,221.77
	6/5/2015		1	5,221.77
THE HOLMAN GROUP				
000017368	INV1014438	EAP Srvcs-Jul15		111.24
	6/25/2015		1	111.24
ICMA-RC RETIREMENT				
0079901	ICMA 457 PP 5/29/15	ICMA 457 PP 5/29/15		6,196.67
0079902	ICMA RHSP PP5/29/15	ICMA RHSP PP5/29/15		1,569.36
0080977	ICMA 457 PP 6/12/15	ICMA 457 PP 6/12/15		6,196.67
0080978	ICMA RHSP PP6/12/15	ICMA RHSP PP6/12/15		1,569.36
	6/18/2015		4	15,532.06
IND HEARING & PULMONARY MGMT				
000017226	11516	Employee Safety Testing		1,260.00
	6/5/2015		1	1,260.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
LEDGENT				
000017234	13136188	Temp Labor Finance WE 05/24/15		2,009.79
000017234	13133470	Temp Labor Finance WE 05/17/15		1,936.33
000017293	13139129	Temp Labor Finance WE 05/31/15		1,548.02
	6/12/2015		2	5,494.14
NATIONWIDE RETIREMENT SOLUTIONS				
0079903	NATIONW PPE 5/29/15	NATIONW PPE 5/29/15		4,538.76
0080979	NATIONW PPE 6/12/15	NATIONW PPE 6/12/15		4,588.76
	6/18/2015		2	9,127.52
ORANGE COAST CONSULTANCY				
000017238	10118	Finance Support WE 05/30/15		4,000.00
000017297	10119	Finance Support WE 6/6/15		4,000.00
000017325	10120	Outside Service		3,900.00
000017379	10121	Consulting Wk Ended 6/20/15		3,500.00
	6/25/2015		4	15,400.00
ORANGE COUNTY EMPLOYEES ASSN				
000017239	OCEA - PP 05/29/15	OCEA - PP 05/29/15		267.55
000017380	OCEA-PP 6/12/15	OCEA-PP 6/12/15		267.55
	6/25/2015		2	535.10
PRSA				
000017247	1670176 2YR RENEWA	PRSA Membership 2 Yr ST		910.00
	6/5/2015		1	910.00
RED WING SHOES				
000017388	4070000004343	Safety Boots Scheafer		189.00
	6/25/2015		1	189.00
ROTH STAFFING COMPANIES				
000017390	13141886	Temp Labor Conservation		455.68
000017390	13141885	Temp Labor C. F. 6/7/15		1,920.59
	6/25/2015		1	2,376.27

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
SHARON D BRIMER 000017391	6212015	Transcription Srvcs 6/11/15		240.00
6/25/2015			1	240.00
TAMRA KAY INTERIOR DESIGN CONSULTING 000017334	2015-2	MWRF & E&O Improvements		720.00
6/18/2015			1	720.00
URBAN WATER INSTITUTE 000017397	1	District Membership FY16		1,250.00
6/25/2015			1	1,250.00
WOMEN LEADING GOVERNMENT 000017336	913860	WomenLeadGovMember		50.00
6/18/2015			1	50.00
TOTAL DEPARTMENT EXPENSE			35	195,166.50

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DIRECTOR CHECKS				
ETHAN TEMIANKA 000017203 000017287	913859 MILEAGE-052915	ACWA/JPIA Conference Mileage-041815-052915		631.31 80.50
6/12/2015			2	711.81
FRED BOCKMILLER 000017288 000017288	MILEAGE-052915 913597	Mileage-041815-052915 Fax Internet June15		6.33 81.45
6/12/2015			1	87.78
JAMES ATKINSON 000017270 000017270 000017291 000017321	MILEAGE 091914 913595 MILEAGE-052915 913599	MileageReimb 082314-091914 ACWA Spring Conf-JA Mileage-041815-052915 ACE15 Reimbursement		15.68 578.47 122.71 122.73
6/18/2015			3	839.59
JAMES FISLER 000017292 000017322	MILEAGE-052915 913598	Mileage-041815-052915 OCWtrReimInternetReim		44.86 72.00
6/18/2015			2	116.86
SHAWN DEWANE 000017302	MILEAGE-052915	Mileage-041815-052915		15.30
6/12/2015			1	15.30
TOTAL DIRECTOR CHECKS			9	1,771.34

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
EMPLOYEE CHECKS				
ALFREDO MONDRAGON 000017207 000017350	EDU REIMB SPRING 15 CERTREIMB-CROSSCC	Edu Reimb Spring 2015 AM CertReimb-CrossConn#02600-AM	2	1,960.00 135.00 <hr/> 2,095.00
6/25/2015				
ALISON WADE 000017351	913115	Employee Functions	1	418.96 <hr/> 418.96
6/25/2015				
JUSTIN FINCH 000017231	914244	Receivings Transaction Entry	1	331.67 <hr/> 331.67
6/5/2015				
KEVIN HANSON 000017375	913807	Safety Footwear	1	169.34 <hr/> 169.34
6/25/2015				
KURT LIND 000017233	912819	Expense Reimbursement	1	285.71 <hr/> 285.71
6/5/2015				
STACY TAYLOR 000017254	0505-050815	ACWA Conference Exp	1	46.28 <hr/> 46.28
6/5/2015				
TOTAL EMPLOYEE CHECKS			7	3,346.96

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GENERAL AND ADMINISTRATIVE				
NEWPORT AUTOMOTIVE GROUP 000017271	CHEQ00099005209	04703501 Cheque Deposits 04703		332.30
6/12/2015			1	332.30
RICHARD PALMER 000017272	CHEQ00099005210	09013400 Cheque Deposits 09013		82.67
6/12/2015			1	82.67
PATRICIA LYONS 000017273	CHEQ00099005213	06306900 Cheque Deposits 06306		101.52
6/12/2015			1	101.52
SHIRLEY CRAWFORD 000017340	CHEQ00099005232	08322500 overpayment		61.08
6/25/2015			1	61.08
PIERRE BERTOLINO 000017274	CHEQ00099005206	09708100 Overpayment		305.20
6/12/2015			1	305.20
LEOPOLDO VILLAREAL 000017275	CHEQ00099005207	00610632 Overpayment		60.69
6/12/2015			1	60.69
BRENDA TABOR 000017276	CHEQ00099005214	08614800 overpayment		508.70
6/12/2015			1	508.70
JOSEPH KEYS 000017341	CHEQ00099005234	02506000 Cheque Deposits 02506		41.55
6/25/2015			1	41.55
KELLY COSTELLO 000017277	CHEQ00099005211	00408500 Cheque Deposits 00408		97.05
6/12/2015			1	97.05

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
RAMIRO GOMEZ 000017342	CHEQ00099005233	10212000 Cheque Deposits 10212		157.85
6/25/2015			1	157.85
STEPHANIE BRAMER 000017343	CHEQ00099005227	00507008 overpayment		69.10
6/25/2015			1	69.10
TAYLOR GREENWALD 000017278	CHEQ00099005208	30000332 Overpayment		228.02
6/12/2015			1	228.02
JOSEPH JENNE 000017279	CHEQ00099005215	07713400 Cheque Deposits 07713		14.93
6/12/2015			1	14.93
HORIZON CONSTRUCTION, INC. 000017280	CHEQ00099005212	20073900 Cheque Deposits 20073		408.64
6/12/2015			1	408.64
SHERRI COFFMAN 000017344	CHEQ00099005229	08110200 Cheque Deposits 08110		51.47
6/25/2015			1	51.47
IRVINE PROPERTY MANAGMENT 000017345	CHEQ00099005230	09510400 overpayment		46.18
6/25/2015			1	46.18
A & S PRINTING AND COPY 000017281	13040	Notices 4,000		692.69
000017310	13053	Wtr Service Notice Yellow Tag		519.48
000017310	13063	Temp Wtr Service Notice		102.39
000017310	13073	FY16 Budget Booklets		1,386.41
6/18/2015			2	2,700.97
ADKINS ORANGE COUNTY 000017205	0520151	Bee Removal Service		135.00
6/5/2015			1	135.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
ALONTI CAFE & CATERING				
000017352	936860	Event Expense		440.93
000017352	956341	Event		346.68
	6/25/2015		1	787.61
AM CONSERVATION GROUP INC				
000017311	169298	Showerheads 1.5GPM		948.92
	6/18/2015		1	948.92
APOLLO PRINTING & GRAPHICS				
000017353	210541	Letterhead		946.08
	6/25/2015		1	946.08
AQUENT				
000017208	190-44133	Graphic Consulting		262.50
000017312	190-44254	Temp Labor 5/11 - 5/17		651.00
000017312	190-44280	Temp Labor 5/18 - 5/24		619.50
000017312	190-44363	Temp Labor 6/1 - 6/7		640.50
000017312	190-44306	Temp Labor 5/24 - 5/31		462.00
000017312	190-44195	Temp Labor 5/4 - 5/10		756.00
000017354	190-44396	Temp Labor Wk 6/8/15		819.00
	6/25/2015		3	4,210.50
ARMSTRONG GARDEN CENTER				
000017313	1164Q	California Bloomers Front Bldg		59.90
	6/18/2015		1	59.90
AT&T MOBILITY				
000017269	28702304177X0528201	AT&T Mobility May 15		950.91
	6/5/2015		1	950.91
BAKER RENTALS & SALES INC				
000017355	5970	Event Supplies		247.50
	6/25/2015		1	247.50
BAKER PARTY RENTALS				
000017267	4975	Event Expense		33.00
	6/5/2015		1	33.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
BARRACUDA NETWORKS				
000017209	1224020	Barracuda Web Filter 310		1,499.00
	6/5/2015		1	<u>1,499.00</u>
BDC SPECIAL WASTE SERVICES				
000017357	7918158-0149-7	ContainerRental-May15		310.00
	6/25/2015		1	<u>310.00</u>
BLACK & VEATCH				
000017358	1200261	Water Audit		9,465.60
	6/25/2015		1	<u>9,465.60</u>
BOWIE, ARNESON, WILES & GIANNONE				
000017338	34232	Consulting Services		9,652.50
000017338	34233	Consulting Service		22,439.30
	6/25/2015		1	<u>32,091.80</u>
CANON FINANCIAL SERVICES, INC.				
000017315	14957442	Svc for Uniflow print svr		578.16
000017360	15016620	June Lease		3,045.60
	6/25/2015		2	<u>3,623.76</u>
CITY OF COSTA MESA				
000017211	CITY68885	Storm Drain Improvements		23,375.00
000017284	913634	Special Events Permit		425.00
000017309	CITY69222	Adj. MWD valves to grade		207,210.80
000017316	CITY68874	Rec. Guide Ad Apr-June2015		250.00
	6/18/2015		4	<u>231,260.80</u>
CMNH LIONS CLUB				
000017213	913762	Fish Fry Sponsorship		200.00
	6/5/2015		1	<u>200.00</u>
CCS ORANGE COUNTY JANITORIAL INC.				
000017214	74891662	Janitorial Supplies		421.20
000017214	75192597	Janitorial Supplies		1,008.90
000017214	292007	Janitorial Svcs Jun 15		2,594.23
	6/5/2015		1	<u>4,024.33</u>

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
COMPONETICS 000017361	1401	Unit #52 Repair		95.00
6/25/2015			1	95.00
COSTA MESA LIBRARY FOUNDATION 000017286	913639	Sponsorship		300.00
6/12/2015			1	300.00
COUNTRY GARDEN CATERERS 000017317	913113	Catering Board Brkfst		2,772.18
6/18/2015			1	2,772.18
CULTIVER GROUP INC. 000017215	MESA05282015	Mgmt Team Training		1,584.84
6/5/2015			1	1,584.84
EAN SERVICES LLC 000017217	5826100	Car Rental		151.73
6/5/2015			1	151.73
EMPLOYEE RELATIONS INC 000017318	71377	Background Check		7.85
6/18/2015			1	7.85
EORM 000017268	30219	EHS Compliance Audit PP34		16,736.25
000017268	30290	EHS Compliance Audit PP35		10,531.75
6/5/2015			1	27,268.00
F M THOMAS AIR CONDITIONING INC 000017218	33670	Quarterly Maintenance		153.00
000017218	33669	Quarterly Maintenance		470.00
6/5/2015			1	623.00
FRASER COMMUNICATIONS 000017219	15731	Dought Reach Campaign May 15		9,000.00
6/5/2015			1	9,000.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
F S BRAINARD & CO 000017365	15145	3DayTrainMeterMaster		2,500.00
6/25/2015			1	2,500.00
FULL CIRCLE RECYCLING 000017220	9271	Recycling Services Jun 15		89.00
6/5/2015			1	89.00
JOE GERARD SIGNS & GRAPHICS INC 000017221 000017221	19482 20083	Facility Improvements Facility Improvements		594.00 626.40
6/5/2015			1	1,220.40
I.I. FUELS INC 000017369 000017369	19231 19232	87 Unlead Fuel Diesel #2		5,642.51 726.45
6/25/2015			1	6,368.96
INFOSEND INC 000017228 000017228 000017228 000017228 000017371 000017371	92486 92169 92867 92665 92616 92797	Cstr Billing 0511-051515 Cstr Billing 0427-050115 Cstr Billing 0526-052915 Cstr Billing 0518-052215 Wtr Maint. Wrkr I-II Flyer Rebate2015 Billing Inserts		1,424.49 1,106.89 945.87 2,217.36 914.67 110.80
6/25/2015			2	6,720.08
INSIGHT PUBLIC SECTOR 000017229 000017229 000017320 000017372 000017372	1100418149 1100415881 1100413954 1100420660 1100421087	Conservation Cameras TV Erogtron WM Wall Mount Receivings Transaction Entry Dell Optiplex 9020 PC		678.36 594.72 92.81 159.02 1,249.14
6/25/2015			3	2,774.05

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
KLEEN KRAFT SERVICES				
000017232	0861386	Mats, Towels, Uniforms		231.44
000017376	0862039	Mats, Towels, Uniforms		242.18
000017376	0863340	Mats, Towels, Uniforms		198.78
	6/25/2015		2	672.40
LA CONSULTING INC				
000017323	0013884	Outside Services		4,745.74
000017323	0013867	Outside Services		972.25
	6/18/2015		1	5,717.99
LEONETTI PROMOS				
000017377	14939	Promo Items		884.25
000017377	14948	Promo Items		3,952.80
000017377	14901	Promo Items		747.59
	6/25/2015		1	5,584.64
MBC APPLIED ENVIRONMENTAL SCIENCES				
000017378	22511	Consulting Svc April 2015		800.84
	6/25/2015		1	800.84
MC CROMETER				
000017235	457588 RI	Meter Field Service		1,350.00
	6/5/2015		1	1,350.00
MIDWEST INSTRUMENTS				
000017294	919126	Backflow Test Kit		1,021.30
	6/12/2015		1	1,021.30
MOUSE GRAPHICS				
000017324	215824	8X8 stand & carrying bag		560.52
	6/18/2015		1	560.52
MUNICIPAL WATER DISTRICT OF OC				
000017295	1659	Residential Smart Timers		59.77
	6/12/2015		1	59.77

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NOACK AWARDS & ENGRAVING INC				
000017237	19742	Name Plates		123.12
000017237	19917	Employee Badges		64.80
000017237	19967	Name Plates		47.52
	6/5/2015		1	235.44
THE ORANGE COUNTY FAIR				
000017240	INV-5960	OC Fair 2015 Sponsorship		10,500.00
	6/5/2015		1	10,500.00
ORANGE COUNTY FLEET				
000017241	53042	Fleet Maintenance		100.91
000017241	53082	Fleet Maintenance		75.56
000017241	53081	Fleet Maintenance		103.39
000017241	53134	Fleet Maintenance		316.66
000017241	53080	Fleet Maintenance		173.05
000017381	53149	Unit 50 Maintenance		334.21
	6/25/2015		2	1,103.78
ORANGE COUNTY REGISTER				
000017298	17000331-Q4FY15	Q4-FY15 Subscription- Dist		131.97
	6/12/2015		1	131.97
ORANGE COUNTY TANK TESTING				
000017383	15895	Receivings Transaction Entry		477.76
	6/25/2015		1	477.76
O'NEIL STORAGE #0481				
000017244	1505070	Record Storage May 15		156.76
	6/5/2015		1	156.76
OSTS INC				
000017326	42133	Traffic Control Safety Train		1,195.00
	6/18/2015		1	1,195.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
PC LAW GROUP				
000017204	10429	Prof Services 0401-042315		484.50
000017299	10435	Prof Services 0511-051415		228.00
	6/12/2015		2	712.50
PROCARE WORK INJURY CENTER				
000017246	161042	Medical Services		101.82
000017246	160885	Medical Services		269.25
000017327	157349B	Pre-employment Physical		5.17
000017386	161256	New Hire Medical		275.02
	6/25/2015		3	651.26
PROFESSIONAL FIRE PROTECTION CO				
000017328	33119	Annual Sprinkler Inspect		245.00
	6/18/2015		1	245.00
RAYNE WATER SYSTEMS				
000017387	30486-JUN15	SftWtrCarWash Jun15		35.75
	6/25/2015		1	35.75
RESIDENCE INN COSTA MESA NEWPORT B				
000017249	5740100008314	Temporary Housing		903.63
000017249	5740100008325	Temporary Housing		903.63
000017389	8347	Temp Housing A Cook		903.63
000017389	8380	Temp Housing A Cook		903.63
000017389	8357	Temp Housing A Cook		903.63
	6/25/2015		2	4,518.15
RICHARD BRADY & ASSOCIATES				
000017250	1504206	Consulting Services SCADA		4,900.00
000017329	1504207	Outside Services		4,942.50
000017329	1505217	Outside Services		2,646.25
	6/18/2015		2	12,488.75
SAFETY DYNAMICS GROUP LLC				
000017330	1015-3686	Haz First Reponsder Ops		170.00
	6/18/2015		1	170.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
SECTRAN SECURITY INC				
000017301	15060688	Weekly Bank Deposits Jun 15		180.20
	6/12/2015		1	180.20
SENTRIC INC				
0080983	434123	Payroll Processing PP 05/29/15		324.14
0080984	435603	Payroll Processing PP 06/12/15		359.17
0080985	436940	Payroll Processing PP 06/26/15		335.75
	6/30/2015		3	1,019.06
SPLASH PLUMBING				
000017303	42760	Service Call		1,318.08
	6/12/2015		1	1,318.08
SOPHOS SOLUTIONS, LLC				
000017253	616	Great Plains Eval PP4		2,712.50
000017253	640	Prof Services COA May 15		1,804.69
000017253	643	Great Plains Eval PP5		300.00
000017392	638	Consulting May 2015		2,890.00
	6/25/2015		2	7,707.19
STAFFING SOLUTIONS				
000017305	17532	Temp Labor Water Con WE 052415		4,120.00
000017305	17479	Temp Labor H2O Conservation		720.00
000017331	17559B	Temp Labor Cust Svc		420.00
000017393	17602	Temp Labor Wk Ending 6/7		4,800.00
000017393	17602B	Temp Labor Wk Ending 6/7		1,120.00
000017393	17559	Temp Labor Wk Ending 5/31		3,900.00
000017393	17647	Temp Labor Wk Ending 6/14		4,850.00
	6/25/2015		3	19,930.00
STEVE GIRAUD PHOTOGRAPHY INC				
000017255	1625	Photos		324.00
	6/5/2015		1	324.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
T2 TECHNOLOGY GROUP, LLC 000017332	1634	Outside Svc May 2015		18,750.00
6/18/2015			1	<u>18,750.00</u>
THYSSENKRUPP ELEVATOR 000017395	3001847061	Qrtly Elevator Inspection		2,024.76
6/25/2015			1	<u>2,024.76</u>
TIME WARNER CABLE 000017396	0679649-JUL15	MWRF Internet- Jul15		192.13
000017396	0106049-JUL15	DistrictCable-Jul15		176.09
000017396	1048224-JUL15	District Internet- Jul15		1,700.00
000017396	1044579-JUL15	Res 2 Internet- Jul15		144.99
6/25/2015			1	<u>2,213.21</u>
TONERTOWN 000017258	3739	Office Supplies		842.40
6/5/2015			1	<u>842.40</u>
TOTAL FUNDS BY HASLER 000017259	5780-MAY 15	Online Postage May 15		545.55
6/5/2015			1	<u>545.55</u>
UNIVERSAL WASTE SYSTEM INC 000017262	18324	Jun Weekly Disposal @ MWRF		75.00
6/5/2015			1	<u>75.00</u>
VERIZON WIRELESS 000017264	9745780828	Cell Service May 15		1,701.97
6/5/2015			1	<u>1,701.97</u>
WASTE MANAGEMENT OF OC 000017399	033843528846	Trash Collection June 2015		1,077.51
6/25/2015			1	<u>1,077.51</u>
WATER RESEARCH FOUNDATION 000017307	RF2015-0004022	FY16 Subscription		1,663.78
6/12/2015			1	<u>1,663.78</u>

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WESTERN EXTERMINATOR COMPANY				
000017308	3165539	Exterminator Services		85.00
000017308	3236797	Exterminator Services		85.00
000017308	3236796	Exterminator Services		85.00
000017308	3165540	Exterminator Services		170.00
	6/12/2015		1	425.00
ZEEWEB				
000017400	06061504	WebsiteMaint-Jul-Sept 15		3,060.00
	6/25/2015		1	3,060.00
TOTAL GENERAL AND ADMINISTRATIVE			110	468,785.01

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
RETIREE CHECKS				
ALAN COOK 000017348	913105JUL15	Ins- Jul 15		118.49
6/25/2015			1	<u>118.49</u>
ALAN JONES 000017349	913106JUL15	Ins- Jul 15		70.00
6/25/2015			1	<u>70.00</u>
DIANA LEACH 000017363	913108JUL15	Ins- Jul 15		272.29
6/25/2015			1	<u>272.29</u>
PATTI REYNOLDS 000017384	913109JUL15	Ins- Jul 15		19.29
6/25/2015			1	<u>19.29</u>
STAN KENNEDY 000017394	913107JUL15	Ins- Jul 15		118.49
6/25/2015			1	<u>118.49</u>
TOTAL RETIREE CHECKS			5	598.56

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SUPPLY				
AIRGAS USA LLC 000017347	9927659274	Cylinder Rental		84.65
6/25/2015			1	84.65
AUTOMOBILE CLUB OF SOUTHERN CALIFO 000017282	060115	Grand Lease Agmt-Well#8 Jun 15		6,541.61
6/12/2015			1	6,541.61
HILL BROTHERS CHEMICAL CO. 000017225	1402776	Aqua Amm Well 7		252.20
000017225	1402778	Aqua Amm Well 3		204.60
000017225	1402777	Aqua Amm Well 1		478.20
000017225	1402779	Aqua Amm Well 5		445.80
000017289	1403014	Aqua Amm Well 5		418.20
000017289	1403012	Aqua Amm Well 1		423.80
000017289	1403010	Aqua Amm Well 7		255.60
000017289	1403013	Aqua Amm Well 3		186.00
000017367	1403284	Ammonia Well 1		418.20
000017367	1403285	Ammonia Well 3		223.20
000017367	1403283	Ammonia Well 7		312.80
000017367	1403286	Ammonia Well 5		445.80
6/25/2015			3	4,064.40

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
JCI JONES CHEMICAL CO.				
000017230	651635	Hypochlorite for MWRF		3,164.70
000017374	654399	Hypochlorite Well 1		450.45
000017374	657295	Hypochlorite Well 1		477.75
000017374	654400	Hypochlorite Well 3		238.35
000017374	654401	Hypochlorite Well 5		367.50
000017374	654952	Hypochlorite Well 7		277.20
000017374	657298	Hypochlorite Well 7		183.75
000017374	656592	Hypochlorite Well 5		319.20
000017374	656597	Hypochlorite Res 1		190.05
000017374	655581	Hypochlorite Well 1		551.25
000017374	654949	Hypochlorite Well 1		459.90
000017374	656590	Hypochlorite Well 1		439.95
000017374	655582	Hypochlorite Well 5		643.65
000017374	654402	Hypochlorite Well 7		367.50
000017374	656596	Hypochlorite Well 7		596.40
000017374	657296	Hypochlorite Well 3		220.50
000017374	656591	Hypochlorite Well 3		445.20
000017374	654951	Hypochlorite Well 5		570.15
000017374	657297	Hypochlorite Well 5		441.00
000017374	657299	Hypochlorite MWRF		380.10
000017374	657781	Sodium Bisulfite		416.25
	6/25/2015		2	11,200.80
NALCO COMPANY				
000017296	65878	Deionizer System Usage		414.00
	6/12/2015		1	414.00
OCWD				
0079121	APR/15 RECLAIM WATI	APR/15 RECLAIM WATER		39,790.08
	6/15/2015		1	39,790.08
TESTOIL				
000017335	122406	ResI & II Testing		264.00
	6/18/2015		1	264.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor
Check Number

Invoice Number

Description

Check
Count

Amount

		TOTAL WATER SUPPLY	10	62,359.54
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Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SYSTEM				
C. WELLS PIPELINE MATERIALS 000017216	INV000048652	Inventory		4,039.20
6/5/2015			1	4,039.20
IRVINE PIPE & SUPPLY 000017373	789850	Supplies		31.10
000017373	791192	Supplies		39.12
000017373	789849	Supplies		374.52
6/25/2015			1	444.74
OMAR & SON'S TRUCKING 000017243	3418	Haul Spoil		672.00
6/5/2015			1	672.00
PRAXAIR DISTRIBUTION, INC. 000017385	52214094	Refilling Tanks		69.24
6/25/2015			1	69.24
PRAXAIR 000017245	70868929	Carbon Dioxide		1,438.00
000017245	70836490	Carbon Dioxide		2,548.03
000017245	70898667	Carbon Dioxide		2,570.63
000017245	70966547	Carbon Dioxide		1,509.00
6/5/2015			1	8,065.66
RMS LIFE SAFETY 000017251	2015-10373	Res 1 Calibration & Testing		355.00
000017251	2015-10374	Res 2 Calibration & Testing		355.00
6/5/2015			1	710.00
UNDERGROUND SERVICE ALERT/SC 000017261	520150421	Dig Alert 308 Tickets May 15		462.00
6/5/2015			1	462.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VERIZON CALIFORNIA				
000017263	7141821225 MAY15	SCADA Line - May 15		100.70
000017398	714-182-1225 JUN15	SCADA Line-Jun15		100.85
	6/25/2015		2	201.55
VULCAN MATERIALS				
000017265	70780888	Paving Material		266.37
000017265	70777801	Paving Material		152.28
000017265	70768158	Paving Material		342.01
	6/5/2015		1	760.66
WAUKESHA PEARCE INDUSTRIES INC				
000017266	35103088	Oil		1,069.20
000017266	35103154	Res 2 O&M		3,197.06
000017266	35103156	Res 2 O&M		3,674.10
000017266	35103155	Res 1 O&M		3,493.73
	6/5/2015		1	11,434.09
TOTAL WATER SYSTEM			11	26,859.14

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VARIOUS				
AT&T 000017314	96035030665559615	June Billing		1,701.94
6/18/2015			1	1,701.94
CAROLLO ENGINEERS 000017210	0141334	Well Auto/Rehab PP9		6,426.27
000017337	0141732	Outside Services M2101		53,481.65
6/25/2015			2	59,907.92
CAROUSEL INDUSTRIES NORTH AMERICA 000017283	1616252	Phone System Svc May 15		3,768.19
6/12/2015			1	3,768.19
CROWN ACE HARDWARE 000017362	41689	Supplies		58.30
000017362	041712	Supplies		9.71
000017362	041693	Supplies		78.78
000017362	041743	Supplies		95.00
6/25/2015			1	241.79
FEDERAL EXPRESS CORPORATION 000017364	506274502	FedEx Shipments May 2015		123.57
6/25/2015			1	123.57
GRAINGER 000017222	9751693129	Tools & Supplies		464.61
000017222	9740885554	Safety Equipment		18.41
000017222	9741063185	Safety Equipment		162.17
000017222	9740885562	Safety Equipment		66.87
000017222	9741063177	Safety Equipment		1,095.28
6/5/2015			1	1,807.34

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
HACH COMPANY				
000017224	9395634	Water Quality Testing Supplies		2,107.80
000017224	9385547	Water Quality Testing Supplies		72.33
000017366	9364709	Receivings Transaction Entry		2,864.00
	6/25/2015		2	5,044.13
THE HOME DEPOT COMMERCIAL ACCT				
000017290	4120821	Hardware Supplies		85.86
000017290	8240957	Hardware Supplies		69.17
000017290	2070898	Hardware Supplies		32.28
000017290	1593940	Hardware Supplies		39.50
000017290	231410	Hardware Supplies		45.76
000017290	7243879	Hardware Supplies		110.81
000017290	6253785	Hardware Supplies		36.82
000017290	5023379	Hardware Supplies		126.71
000017290	1014775	Hardware Supplies		5.10
000017290	9025179	Hardware Supplies		23.57
000017290	8231915	Hardware Supplies		7.69
	6/12/2015		1	583.27
INDEPENDENT STATIONERS				
000017227	IN-000526468	General Office Supplies		322.78
000017227	IN-000525012	General Office Supplies		136.79
000017227	IN-000524235	General Office Supplies		100.17
000017227	IN-000528793	General Office Supplies		257.83
000017227	IN-000525140	General Office Supplies		17.73
000017370	532367	Office Supplies		127.43
000017370	530498	General Office Supplies		328.86
000017370	530517	General Office Supplies		74.70
000017370	530524	General Office Supplies		241.97
000017370	533556	General Office Supplies		208.39
000017370	531626	General Office Supplies		284.33
000017370	532416	General Office Supplies		326.40
000017370	533657	General Office Supplies		268.38
	6/25/2015		2	2,695.76

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CASH/MCWD FIELD PETTY CASH 0080980	06/2015 PETTY CASH	Petty Cash Replenishment		647.00
6/18/2015			1	647.00
CASH/MCWD OFFICE PETTY CASH 0080981	05/2015 PETTY CASH	Petty Cash Replenishment		467.02
6/9/2015			1	467.02
MWH AMERICAS INC 000017236	1682496	Project Mgmt Guidelines PP15		11,417.00
6/5/2015			1	11,417.00
OCONNELL LANDSCAPE 000017242	0087208-IN	Landscape Services MWRF		1,270.00
000017242	0505132-IN	Landscape Services		502.25
000017382	0087937-IN	Landscape Services Jun15		2,620.00
6/25/2015			2	4,392.25
RBF CONSULTING 000017248	905685	Design Services PP4		3,571.05
6/5/2015			1	3,571.05
SOUTHERN CALIFORNIA GAS CO 000017252	052 007 990 4MAY15	Res 2 Gas May 15		2,740.84
000017252	085 208 1300 0MAY15	District Gas May 15		77.40
000017252	089 408 1300 2MAY15	Res 1 Gas May 15		924.42
000017300	050 608 2900 8 MAY15	Well 5 Gas May 15		17,772.33
6/12/2015			2	21,514.99
SOUTHERN CALIFORNIA EDISON CO 000017304	2-23-628-1499APR15B1	APR 2015 SCE		28,117.48
000017304	2-23-628-1499MAY15A1	MAY 2015 SCE		60,005.30
6/12/2015			1	88,122.78
STIVERS & ASSOCIATES INC. 000017256	12-253	Landscape Services		750.00
6/5/2015			1	750.00

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
STOUT & BURG ELECTRICAL INC 000017257	10620	Facility Maintenance		456.00
6/5/2015			1	456.00
TYCO INTEGRATED SECURITY 000017260	10375318	Facility Security		6,473.10
000017260	23949088	Training Services		452.00
000017260	24105155	Training Services		451.67
6/5/2015			1	7,376.77
TOTAL VARIOUS			24	214,588.77

Accounts Paid Listing

From 6/1/2015 to 6/30/2015

Vendor
Check Number

Invoice Number

Description

Check
Count

Amount

GRAND TOTAL 214 995,907.78



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Andrew Hamilton, Chief Financial Officer
DATE: July 20, 2015
SUBJECT: Monthly Financial Reports

RECOMMENDATION

For information only.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

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

FINANCIAL IMPACT

None.

ATTACHMENTS

None.

**MESA WATER DISTRICT
FINANCE COMMITTEE**

Major Staff Projects for Fiscal Year 2015

Title	Comments	Status
Accounting Close Project		In Process
Preparing for year-end audit		In Process
Special Legal Services		In Process

REPORTS AND INFORMATION ITEMS:

5. REPORT OF THE GENERAL MANAGER:

REPORTS AND INFORMATION ITEMS:

6. DIRECTORS' REPORTS AND COMMENTS:



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Andrew Hamilton, Chief Financial Officer
DATE: July 20, 2015
SUBJECT: Response to Accounts Paid Listing Questions

RECOMMENDATION

For information only.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At the Finance Committee meeting on June 15, 2015, the Committee asked the following questions regarding specific payments to the following vendors:

1. Please explain the Tesco Controls Gallery payment of \$10,440.00.
2. Please explain the Newport Urgent Care Inc. payment of \$310.00.

DISCUSSION

Below is the response to the inquiries listed above:

1. The payment in the amount of \$10,440.00 is for a 2-year radio system support and maintenance agreement. This includes monitoring and maintenance of the radio system as needed.
2. The payment in the amount of \$310.00 represents seven physicals: three physicals related to Department of Transportation requirements and four pre-employment physicals.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Selected pages from the May 2015 Accounts Paid Listing

Accounts Payable Listing

From 5/1/2015 to 5/31/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CAPITAL				
TESCO CONTROLS INC 000017066	0056655-IN	SCADA Maintenance		10,440.00
	5/15/2015		1	10,440.00
TOTAL CAPITAL			1	10,440.00

Accounts Paid Listing

From 5/1/2015 to 5/31/2015

Vendor Check Number	Invoice Number	Description	Check Count	Amount
LEDGENT				
000016966	13122434	Temp Labor Finance WE 04/19/15		1,931.08
000017045	13125185	Temp Labor Finance WE 04/26/15		2,067.72
000017045	13127897	Temp Labor Finance WE 05/03/15		1,962.57
000017099	13130699	Temp Labor Finance WE 05/10/15		1,553.27
	5/21/2015		3	<u>7,514.64</u>
NATIONWIDE RETIREMENT SOLUTIONS				
0079606	NATIONW PPE 5/1/15	NATIONW PPE 5/1/15		4,538.76
0079607	NATIONW PPE 5/15/15	NATIONW PPE 5/15/15		4,538.76
	5/21/2015		2	<u>9,077.52</u>
NEWPORT URGENT CARE INC.				
000017106	2384189	Medical Services		310.00
	5/21/2015		1	<u>310.00</u>
ORANGE COAST CONSULTANCY				
000016968	10113	Finance Support WE 04/25/15		4,100.00
000017012	10114A	Finance Support WE 05/02/15		3,800.00
000017052	10115	Finance Support WE 05/09/15		3,800.00
000017107	10116	Finance Support WE 05/09/15		4,300.00
000017192	10117	Finance Support WE 05/23/15		3,400.00
	5/29/2015		5	<u>19,400.00</u>
ORANGE COUNTY EMPLOYEES ASSN				
000017053	OCEA - PP 05/01/15	OCEA - PP 05/01/15		267.55
000017108	OCEA - PP 05/15/15	OCEA - PP 05/15/15		267.55
	5/21/2015		2	<u>535.10</u>
PRUDENTIAL INSURANCE COMPANY				
000016952	96415 - MAY 15	Life Ins - May 15		2,624.93
000017193	96415 - JUN 15	Life Ins - Jun 15		2,459.07
	5/29/2015		2	<u>5,084.00</u>
RED WING SHOES				
000017060	4070000004283	Safety Shoes		199.97
	5/15/2015		1	<u>199.97</u>