



*Dedicated to  
Satisfying our Community's  
Water Needs*

**AGENDA  
MESA WATER DISTRICT  
BOARD OF DIRECTORS  
Monday, February 27, 2017  
1965 Placentia Avenue, Costa Mesa, CA 92627  
3:30 p.m. Special Board Meeting**

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**FINANCE COMMITTEE MEETING  
Monday, February 27, 2017 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.

**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

**PRESENTATION AND DISCUSSION ITEMS:**

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

4. Microsoft Great Plains Financial System

**ACTION ITEMS:**

5. Debt Disclosure Policy

**REPORTS:**

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

**INFORMATION ITEMS:**

None



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

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

*Agenda materials that are public records, which have been distributed to a majority of the Mesa Water Board of Directors (Board), will be available for public inspection at the District Boardroom, 1965 Placentia Avenue, Costa Mesa, CA and on Mesa Water's website at [www.MesaWater.org](http://www.MesaWater.org). If materials are distributed to the Board less than 72 hours prior or during the meeting, the materials will be available at the time of the meeting.*

## **ADJOURNMENT**

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>CAPITAL</b>				
MICHAEL BAKER INTERNATIONAL				
000022280	964030	PP 14 PIPELINE TESTING		40,610.00
000022280	963843	PP 20 WELL AUTOMATION		30,826.58
000022407	964525	PP 9 DESIGN SERVICES		5,993.00
000022407	964527	PP 11 DESIGN SERVICES		6,605.66
000022407	964770	PP 42 GIS SUPPORT SERVICES		2,558.10
000022407	964514	PP 10 DESIGN SERVICES		2,179.67
	1/26/2017		2	88,773.01
MWH CONSTRUCTORS INC				
000022408	1734587	PP 18 DESIGN SERVICES		1,081.00
000022408	1736009	PP 16 DESIGN SERVICES		2,064.00
000022408	1734588	PP 19 DESIGN SERVICES		5,322.00
000022408	1734586	PP 17 DESIGN SERVICES		17,152.00
	1/26/2017		1	25,619.00
<b>TOTAL CAPITAL</b>			<b>3</b>	<b>114,392.01</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>DEPARTMENT EXPENSE</b>				
ACWA JOINT POWERS INSURANCE 000022379 000022380	123116WORKCOMP FEB2017EAP	WORKERS COMP 10/01 - 12/31 FEBRUARY 2017 EAP		31,535.00 129.25
1/18/2017			2	31,664.25
BAVCO 000022449	790035	BACKFLOW TEST KITS		177.31
1/31/2017			1	177.31
CA DEPT OF JUSTICE 000022346	209095	PREEMPLOYMENT - FINGERPRINTS		32.00
1/18/2017			1	32.00
CALPERS BENEFIT PAYMENTS 0131713 0131714	122316 2186	PPE 12/23/16 JANUARY 2017		29,018.47 53,250.08
1/3/2017			2	82,268.55
COLONIAL LIFE & ACCIDENT INS 000022294 000022386 000022454	8892333-0111806 8892333-0125245 8892333-0208188	INSURANCE PPE 12/23/16 INSURANCE PPE 01/06/17 INSURANCE PPE 01/20/17		242.36 242.36 242.36
1/31/2017			3	727.08
GUARDIAN 000022395	00430941FEB17	FEBRUARY 2017 DENTAL INSURANCE		5,399.05
1/26/2017			1	5,399.05

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
ORANGE COAST CONSULTANCY				
000022259	10203	FINANCE SUPPORT, WE 12/31/16		3,100.00
000022313	10204	FINANCE SUPPORT, WE 01/07/17		3,900.00
000022360	10205	FINANCE SUPPORT, WE 01/14/17		4,800.00
000022410	10206	FINANCE SUPPORT, WE 01/21/17		6,075.00
000022472	10207	FINANCE SUPPORT, WE 01/28/17		5,225.00
1/31/2017			5	23,100.00
ORANGE COUNTY EMPLOYEES ASSN				
000022314	OCEA PPE010617	MEMBERSHIP DUES 01/06/17		274.82
000022411	OCEA PPE012017	MEMBERSHIP DUES 01/20/17		274.82
1/26/2017			2	549.64
RED WING SHOE STORE				
000022418	000000001-407	SAFETY SHOES		200.00
1/26/2017			1	200.00
SHARON D BRIMER				
000022268	DEC2016	BOARD MEETING 12/8/16 MINUTES		200.00
000022268	NOV2016	BOARD MEETING 11/8/16 & 11/10/16 MINUTES		840.00
000022421	JAN2017	BOARD MEETING 01/12/17 MINUTES		180.00
1/26/2017			2	1,220.00
TASC				
000022426	IN961266	FSA ADMIN FEES - DEC 2016		143.28
1/26/2017			1	143.28
ULTIMATE STAFFING SERVICES				
000022483	13392313	P&GA TEMP LABOR 01/09/17		232.35
1/31/2017			1	232.35

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
VISION SERVICE PLAN - (CA)				
000022275	001016760002JAN17	JAN 2017 VISION INSURANCE		14.75
000022275	001016760001JAN17	JAN 2017 VISION INSURANCE		1,160.60
000022431	001016760002FEB17	FEB 2017 VISION INSURANCE		14.75
000022431	001016760001FEB17	FEB 2017 VISION INSURANCE		1,196.94
	1/26/2017		2	2,387.04
<b>TOTAL DEPARTMENT EXPENSE</b>			<b>24</b>	<b>148,100.55</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>DIRECTOR CHECKS</b>				
ETHAN TEMIANKA 000022239 000022239	915334 913902	DIRECTOR - COMMUNICATIONS REIMBURSEMENT DIRECTOR CONFERENCE REIMB-ACWA		877.83 103.24
1/3/2017			1	981.07
FRED BOCKMILLER 000022243 000022393 000022393	913901 EXP122316 915341	DIRECTOR REIMB ACWA/JPIA BRD DIRECTOR-MILEAGE REIMBURSEMENT DIRECTOR-FAX/ INTERNET REIMBURSEMENT		35.28 3.24 85.28
1/26/2017			2	123.80
JAMES ATKINSON 000022433 000022433 000022433	915342 EXP122316 EXP120916	DIRECTOR - CONFERENCE REIMBURSEMENT DIRECTOR-MILEAGE REIMBURSEMENT DIRECTOR-MILEAGE REIMBURSEMENT		19.05 5.40 29.70
1/26/2017			1	54.15
JAMES FISLER 000022399 000022399 000022399	EXP122316 EXP120916 915335	DIRECTOR-MILEAGE REIMBURSEMENT DIRECTOR-MILEAGE REIMBURSEMENT DIRECTOR-INTERNET REIMBURSEMENT		3.24 6.48 62.00
1/26/2017			1	71.72
SHAWN DEWANE 000022422 000022422	915340 EXP120916	DIRECTOR-EXPENSE REIMBURSMNT DIRECTOR-MILEAGE REIMBURSEMENT		74.33 11.02
1/26/2017			1	85.35
<b>TOTAL DIRECTOR CHECKS</b>			<b>6</b>	<b>1,316.09</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>EMPLOYEE CHECKS</b>				
KARYN IGAR 000022401	EXP011917	EXPENSE REIMB-CA BLDG CODE SMN		145.81
1/26/2017			1	145.81
KAYING LEE 000022402 000022402	EXP012317 EXP011817	REIMBURSEMENT - CERT T4 REIMBURSEMENT - CERT WQA1		105.00 55.00
1/26/2017			1	160.00
STACIE SHEEK 000022324	EXP010917	TUITION REIMBURSEMENT-MATH170		1,073.78
1/11/2017			1	1,073.78
STRYDER HUFF 000022369	EXP011717	TUITION REIMBURSEMENT		116.68
1/18/2017			1	116.68
TIM BEAMAN 000022270	EXP122716	TUITION REIMBURSEMENT-PE EXAM		340.00
1/3/2017			1	340.00
<b>TOTAL EMPLOYEE CHECKS</b>			<b>5</b>	<b>1,836.27</b>



# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>GENERAL AND ADMINISTRATIVE</b>					
MONICA GRANER TURNER 000022434	1/31/2017	CHEQ00099005985	09600200 OVER PAYMENT	1	65.00
					<u>65.00</u>
JANE LARKIN 000022334	1/18/2017	CHEQ00099005969	02200400 CHEQUE DEPOSITS 02200	1	28.49
					<u>28.49</u>
KATHY JANNONE 000022435	1/31/2017	CHEQ00099005982	06415100 CHEQUE DEPOSITS 06415	1	22.96
					<u>22.96</u>
FRANK HEINRICHS 000022436	1/31/2017	CHEQ00099005983	00804300 CHEQUE DEPOSITS 00804	1	84.93
					<u>84.93</u>
TODD SECKMAN 000022335	1/18/2017	CHEQ00099005971	06309600 CHEQUE DEPOSITS 06309	1	48.52
					<u>48.52</u>
CHARTER COMMUNICATIONS 000022437	1/31/2017	CHEQ00099005981	30000125 PAID TO MESA WATER IN	1	898.22
					<u>898.22</u>
JAMI PICKARD 000022438	1/31/2017	CHEQ00099005975	05150036 CHEQUE DEPOSITS 05150	1	56.09
					<u>56.09</u>
TARA HADDAD 000022283	1/11/2017	CHEQ00099005955	07231502 CHEQUE DEPOSITS 07231	1	23.21
					<u>23.21</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
JOSE H GARCIA 000022336	1/18/2017	CHEQ00099005966	02017200 CHEQUE DEPOSITS 02017		76.77
				1	<u>76.77</u>
ALLIE HARMON 000022284	1/11/2017	CHEQ00099005954	04306000 CHEQUE DEPOSITS 04306		34.11
				1	<u>34.11</u>
TARE WAUNCH 000022285	1/11/2017	CHEQ00099005959	01215602 OVERPAYMENT		257.82
				1	<u>257.82</u>
MELISSA RUBLE 000022286	1/11/2017	CHEQ00099005956	10018600 CHEQUE DEPOSITS 10018		16.46
				1	<u>16.46</u>
COLE CICATELLI 000022223	1/3/2017	CHEQ00099005965	03709200 CHEQUE DEPOSITS 03709		291.68
				1	<u>291.68</u>
THONG NGUYEN 000022439	1/31/2017	CHEQ00099005980	04613400 CHEQUE DEPOSITS 04613		58.81
				1	<u>58.81</u>
CUESTA CONSTRUCTION CO 000022224 000022224	1/3/2017	CHEQ00099005963 CHEQ00099005964	20077600 CHEQUE DEPOSITS 20077 20078000 CHEQUE DEPOSITS 20078		729.48 740.00
				1	<u>1,469.48</u>
BRITTANY SCHLITTENHART 000022440	1/31/2017	CHEQ00099005977	05150059 OVERPAYMENT		18.27
				1	<u>18.27</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
CORY GILLAND 000022441	1/31/2017	CHEQ00099005974	05125700 CHEQUE DEPOSITS 05125	1	48.83
					<u>48.83</u>
DUANE MCDANIEL 000022442	1/31/2017	CHEQ00099005979	30000417 CHEQUE DEPOSITS 30000	1	80.46
					<u>80.46</u>
BARBARA TERRY 000022337	1/18/2017	CHEQ00099005973	03222202 CHEQUE DEPOSITS 03222	1	3.55
					<u>3.55</u>
JAMES FUREY 000022338	1/18/2017	CHEQ00099005970	30000458 OVER PAYMENT	1	18.03
					<u>18.03</u>
BRUCE KIMMEL 000022287	1/11/2017	CHEQ00099005957	10407300 OVERPAYMENT	1	705.00
					<u>705.00</u>
MARK WARFORD 000022225	1/3/2017	CHEQ00099005960	09017700 OVERPAYMENT	1	56.04
					<u>56.04</u>
TH VICTORIA VENTURE, LLC 000022443 000022443	1/31/2017	CHEQ00099005962 CHEQ00099005961	30001354 CHEQUE DEPOSITS 30001 30001369 CHEQUE DEPOSITS 30001	1	45.30 41.79
					<u>87.09</u>
MELISSA MILLER 000022339	1/18/2017	CHEQ00099005967	05701300 CHEQUE DEPOSITS 05701	1	38.82
					<u>38.82</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
MIDAS COSTA MESA 000022340	1/18/2017	CHEQ00099005968	02502300 CHEQUE DEPOSITS 02502	1	18.21
					<u>18.21</u>
THE BEDROCK COMPANY 000022444	1/31/2017	CHEQ00099005976	20076600 CHEQUE DEPOSITS 20076	1	530.00
					<u>530.00</u>
PATRICIA SCHUDA 000022341	1/18/2017	CHEQ00099005972	06701500 OVERPAYMENT	1	90.95
					<u>90.95</u>
WESAM HIJAZIN 000022445	1/31/2017	CHEQ00099005978	05007000 CHEQUE DEPOSITS 05007	1	136.88
					<u>136.88</u>
APOLLO PRINTING & GRAPHICS 000022446	1/31/2017	226038	BUSINESS CARDS - SV	1	36.64
					<u>36.64</u>
AT&T MOBILITY 000022288	1/11/2017	87023041770X1228216	WIRELESS COMM 11/21-12/20	1	1,011.68
					<u>1,011.68</u>
BAKER EQUIPMENT RENTAL 000022344 000022448	1/31/2017	20933 21245	PROPANE RENTAL EQUIPMENT - DRYER/DEHUM	2	27.53 82.50
					<u>110.03</u>
BEST BEST & KRIEGER 000022345	1/18/2017	787126	PROF SRVCS - EMPLOYEE BENEFITS	1	960.51
					<u>960.51</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
BOWIE, ARNESON, WILES & GIANNONE 000022289	37726	LEGAL SERVICES NOV 2016		8,354.53
000022289	37727	LEGAL SERVICES NOV 2016		1,430.00
000022289	37728	LEGAL SERVICES NOV 2016		7,841.94
1/11/2017			1	17,626.47
CALIFORNIA ADVOCATES INC. 000022290	121650	DEC 2016 PROFESSIONAL SERVICES		7,000.00
1/11/2017			1	7,000.00
CANON FINANCIAL SERVICES, INC. 000022291	16815000	DEC 16 PRINTER EQUIPMENT LEASE		3,045.60
000022451	16918891	JAN 17 PRINTER EQUIPMENT LEASE		3,038.55
1/31/2017			2	6,084.15
CITY OF TUSTIN 000022385	2017	2017 OCHRC MEMBERSHIP RENEWAL		250.00
1/26/2017			1	250.00
COAST GENERAL PERFORMANCE 000022293	297161	AUTO REPAIRS		607.28
000022453	297582	AUTO REPAIRS		283.99
1/31/2017			2	891.27
CCS ORANGE COUNTY JANITORIAL INC. 000022295	345370	JAN JANITORIAL SERVICES		2,900.00
1/11/2017			1	2,900.00
COSTA MESA COMMUNITY RUN 000022387	912615	P&GA RUN SPONSORSHIP		1,500.00
1/26/2017			1	1,500.00

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
CULVER NEWLIN 000022388	1/26/2017	17429	OFFICE IMPROVEMENTS	1	589.39
					<u>589.39</u>
CUMMINS-ALLISON CORP. 000022234	1/3/2017	5118220	INFO SYSTEM SUPPLIES	1	137.16
					<u>137.16</u>
EMPLOYEE RELATIONS INC 000022349	1/18/2017	77333	PREEMPLOYMENT - VEHICLE REPORT	1	7.85
					<u>7.85</u>
ENTERPRISE FM EXCHANGE 000022297	1/11/2017	FBN3166365	JAN 2017 LEASE	1	543.28
					<u>543.28</u>
ENVIRONMENTAL SYSTEMS RESEARCH 000022238	1/3/2017	93225237	ARCGIS ANNUAL MAINTENANCE RENEWAL	1	9,048.00
					<u>9,048.00</u>
FIELDMAN, ROLAPP & ASSOCIATES 000022392	1/26/2017	22915	FINANCIAL CONSULTING SERVICES	1	6,390.00
					<u>6,390.00</u>
F M THOMAS AIR CONDITIONING INC 000022242 000022242	1/3/2017	36326 36380	REPAIR AC9 ADMIN MWRP SWAMP COOLER/SUMP REPAIR	1	1,438.71 788.59
					<u>2,227.30</u>
FRONTIER COMMUNICATIONS 000022299 000022394	1/26/2017	17945DEC2016 17945JAN2017	DDS LINE 12/13/16 - 01/12/17 DDS LINE 01/13/17 - 02/12/17	2	108.70 114.05
					<u>222.75</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
FULL CIRCLE RECYCLING 000022244	15769	DEC PAPER RECYCLING		89.00
1/3/2017			1	89.00
GEIGER 000022300	3239145	PG&A PROMO ITEMS - STICKY NOTES		773.40
1/11/2017			1	773.40
HARBOR MESA LIONS CLUB 000022351	915034	QUARTERLY DUES		40.00
1/18/2017			1	40.00
HYDROPOINT DATA SYSTEMS 000022397	22959	WEATHER TRACK ET ANNUAL SRVC		225.00
1/26/2017			1	225.00
IBI GROUP 000022333	10003810	PP 7 MWRF OUTREACH CENTER		50,912.94
1/18/2017			1	50,912.94
INFOSEND INC 000022247	114427	FEE TO UPDATE BILLPAY/WEBSITE		600.00
000022305	114689	CUSTOMER BILLING SERVICE		2,122.49
000022305	114545	CUSTOMER BILLING SERVICE		972.56
000022466	115463	CUSTOMER BILLING SERVICE		460.08
000022466	114832	CUSTOMER BILLING SERVICE		996.14
000022466	115794	LETTERHEAD ENVELOPES		337.00
000022466	115337	MONTHLY MAINTENANCE FEE		3,031.46
1/31/2017			3	8,519.73
INSIGHT PUBLIC SECTOR 000022248	1100512003	VMWARE ANNUAL TECH SUPPORT		2,052.76
000022248	1100512545	MS SOFTWARE AND SUBSCRIPTIONS		8,558.35
1/3/2017			1	10,611.11

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
JOHN ROBINSON CONSULTING, INC. 000022400	MW201502-15	PP 15 WATER RESOURCES		1,200.00
1/26/2017			1	1,200.00
KLEEN KRAFT SERVICES 000022250	0917592	UNIFORMS, TOWELS & MATTS		70.05
000022250	0916924	UNIFORMS, TOWELS & MATTS		215.86
000022306	0918287	UNIFORMS, TOWELS & MATTS		213.36
000022403	0918974	UNIFORMS, TOWELS & MATTS		218.86
000022467	0919655	UNIFORMS, TOWELS & MATTS		213.36
1/31/2017			4	931.49
LA CONSULTING INC 000022307	0014268	WORK DATA ENTRY W/QC		1,170.00
000022404	0014261	PP 11 CMMS FY17 ANNUAL SUPPORT		1,610.40
000022468	0014262	PP 32 BUS PROC IMPLEMENTATION		5,741.90
1/31/2017			3	8,522.30
LAURYN DICKINSON 000022309	EXP010317	TUITION REIMBURSEMENT- SOC260		234.98
1/11/2017			1	234.98
LIEBERT CASSIDY WHITMORE 000022252	1431453	2017 CONSORTIUM MEMBERSHIP RENEWAL		3,650.00
000022252	1432641	PROFESSIONAL SERVICES 11/2016		1,813.00
000022406	1433517	PROFESSIONAL SERVICES 12/31/16		383.50
000022406	1433518	PROFESSIONAL SERVICES 12/31/16		38.00
000022406	1433519	PROFESSIONAL SERVICES 12/31/16		2,180.50
1/26/2017			2	8,065.00



# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
LIFECOM, INC.				
000022253	2076406-IN	SERVICE & CALIBRATION		329.01
000022253	2076405-IN	SERVICE & CALIBRATION		140.60
000022253	2076399-IN	SERVICE & CALIBRATION		554.91
000022253	2076407-IN	SERVICE & CALIBRATION		403.25
000022470	2076546-IN	SERVICE & CALIBRATION		65.00
000022470	2076545-IN	SERVICE & CALIBRATION		65.00
000022470	2076548-IN	SERVICE & CALIBRATION		65.00
	1/31/2017		2	1,622.77
MORAN CONSULTING, INC.				
000022355	3073	CS CONSULTANT - TRAVEL EXPENSE		3,250.71
	1/18/2017		1	3,250.71
MOUSE GRAPHICS				
000022254	408946	PRINTS - PUBLIC WORKS LIGHTJET		71.82
000022471	409525	LOGO VINIYL STICKERS LARGE		109.91
000022471	409302	LOGO VINIYL STICKERS SMALL		78.12
000022471	409170	PRINTS - PUBLIC WORKS COVER		71.65
	1/31/2017		2	331.50
MUNICIPAL WATER DISTRICT OF OC				
000022256	1985	SMART TIMERS - NOV 2016		1,050.00
	1/3/2017		1	1,050.00
NEXTDAY DELIVERY SERVICE, LLC				
000022257	711206	MAIL DELIVERY SERVICES		502.00
000022357	712453	MAIL DELIVERY SERVICES		502.00
	1/18/2017		2	1,004.00
NEOPOST INC				
000022358	SWINV466628	POSTAGE MACHINE SUPPLIES - INK		110.68
	1/18/2017		1	110.68

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
NEWPORT RIB COMPANY 000022312	915192	SAFETY MEETING		1,553.80
1/11/2017			1	1,553.80
NOACK AWARDS & ENGRAVING INC 000022409	22459	1 YEAR MUG - STRYDER HUFF		30.24
1/26/2017			1	30.24
NOVATIME TECHNOLOGY INC 000022359	PSI064694	MONTHLY FEE - TIME CARDS		193.50
1/18/2017			1	193.50
OC FLEET AND RV SERVICE INC. 000022260	54816	AUTO REPAIRS & MAINTENANCE		399.00
000022315	54794	AUTO REPAIRS & MAINTENANCE		910.33
000022361	54834	AUTO REPAIRS & MAINTENANCE		74.27
000022361	54832	AUTO REPAIRS & MAINTENANCE		204.44
000022412	54886	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54887	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54891	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54885	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54871	AUTO REPAIRS & MAINTENANCE		1,881.11
000022412	54882	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54883	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54888	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54890	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54884	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54889	AUTO REPAIRS & MAINTENANCE		116.45
000022412	54892	AUTO REPAIRS & MAINTENANCE		116.45
000022473	54904	AUTO REPAIRS & MAINTENANCE		116.45
000022473	54905	AUTO REPAIRS & MAINTENANCE		116.45
1/31/2017			5	4,983.00
ORANGE COUNTY PRINTING 000022316	138058	JAN/FEB NEWSLETTER PRINT		3,693.60
1/11/2017			1	3,693.60

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
OFFICIAL PAYMENTS CORPORATION 000022413 1/26/2017	3938843	ONLINE PAYMENTS MAINT FEE	1	150.00
O'NEIL STORAGE #0481 000022317 1/11/2017	1612067	FILE STORAGE DEC 2016	1	271.14
PACIFIC TEK 000022475 1/31/2017	10445	TANK HATCH PARTS	1	462.20
U.S. BANK PARS ACCOUNT #6746019200 0131715 1/5/2017	10517	CONTRIBUTION #7 OF 12	1	20,833.33
PAULINE'S PROFESSIONAL POTPOURRI 000022414 1/26/2017	170103MW	P&GA-PROMO ITEMS - ERASERS	1	846.66
PEOPLE READY 000022263 1/3/2017	21725441	WATER OPS TEMP, WE 12/04/16	1	504.00
PKWARE INC 000022318 1/11/2017	00043180	PKZIP MAINTENANCE RENEWAL	1	188.58
PLANT SIGNS 000022415 1/26/2017	010517	54- ENGRAVED PLANT SIGNS	1	329.82

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
PRES-TECH 000022365	1/18/2017	8906	DIGITAL LEAK LOCATOR W/MIC		2,937.67
				1	<u>2,937.67</u>
RAYNE WATER SYSTEMS 000022366	1/18/2017	30486JAN17	SOFT WATER SERVICE JAN 2017		37.55
				1	<u>37.55</u>
RICHARD BRADY & ASSOCIATES 000022476	1/31/2017	1611163	PP 43 WATER INDUSTRY LIASON		3,470.00
				1	<u>3,470.00</u>
SECTRAN SECURITY INC 000022419	1/26/2017	17010767	JAN WEEKLY BANK DEPOSITS		180.20
				1	<u>180.20</u>
SONSRAY MACHINERY 000022478	1/31/2017	W02907-03	ROOF MOUNT WATER KIT		10,162.77
				1	<u>10,162.77</u>
SOPHOS SOLUTIONS, LLC 000022322 000022322 000022322	1/11/2017	800 802 801	PP 19 BPE/MGP COGSDALE SUPPORT PROJECT ACCT RECONCILIATION GP UPGRADE SERVICES		1,700.00 8,360.54 1,535.00
				1	<u>11,595.54</u>
STAFFING SOLUTIONS 000022323 000022323 000022424 000022479	1/31/2017	21434 21387 21477 21521	WATER OPS TEMP, WE 12/31/16 WATER OPS TEMP, WE 12/25/16 WATER OPS TEMP, WE 01/07/17 WATER OPS TEMP, WE 01/15/17		928.00 1,102.00 406.00 1,160.00
				3	<u>3,596.00</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
SWRCB 000022370		WD-0124916	OC-44 ANNUAL PERMIT FEE		570.00
	1/18/2017			1	<u>570.00</u>
T2 TECHNOLOGY GROUP, LLC 000022480		3071	PP 48 IT MASTER PLAN		812.50
000022480		3070	PP 28 IS OPERATIONS SUPPORT		11,880.00
	1/31/2017			1	<u>12,692.50</u>
THEODORE ROBINS FORD 000022325		180228	AUTO REPAIRS & MAINTENANCE		44.33
000022371		180744	AUTO REPAIRS & MAINTENANCE		585.37
000022427		180845	AUTO REPAIRS & MAINTENANCE		102.01
000022427		180885	AUTO REPAIRS & MAINTENANCE		642.72
	1/26/2017			3	<u>1,374.43</u>
TIME WARNER CABLE 000022372		12934JAN17	BOARD RM NET/CABLE 12/25-01/24		345.38
000022428		48224FEB17	DISTRICT INTERNET 1/19/-2/18		1,715.00
000022428		79649FEB17	MWRF INTERNET 01/18 - 02/17		187.38
	1/26/2017			2	<u>2,247.76</u>
TOTAL FUNDS BY HASLER 000022373		5780DEC16	POSTAGE DEC 2016		500.00
	1/18/2017			1	<u>500.00</u>
TUCKFIELD & ASSOCIATES 000022272		0443	WATER/ RECYCLED WATER RATE STD		4,900.00
	1/3/2017			1	<u>4,900.00</u>
UNION BANK 000022484		101858	2016 Q4 BANK DEPOSITORY FEES		875.00
	1/31/2017			1	<u>875.00</u>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
UNIVERSAL WASTE SYSTEM INC 000022327	25732	JAN WASTE REMOVAL		87.00
1/11/2017			1	87.00
UNUM 000022376	04205600016FEB17	LIFE INSURANCE FEB 2017		2,258.88
000022376	04205610013FEB17	LIFE INSURANCE FEB 2017		316.57
1/18/2017			1	2,575.45
VERIZON WIRELESS 000022328	9777146736	MOBILE INTERNET 11/17 - 12/16		2,028.30
1/11/2017			1	2,028.30
WASTE MANAGEMENT OF OC 000022329	7928755-0149-8	ROLL OFF SRVCS - NOV 2016		300.00
000022378	0353412-2884-5	JAN 2017 SERVICES		671.26
000022378	7929203-0149-8	ROLL OFF SRVCS - DEC 2016		372.00
1/18/2017			2	1,343.26
WATEREUSE FOUNDATION 000022487	D24067	ANNUAL MEMBERSHIP RENEWAL		2,996.00
1/31/2017			1	2,996.00
WE THE CREATIVE 000022277	16-5577	BRAND IDENTITY GUIDE FOR PRINT		3,000.00
1/3/2017			1	3,000.00
WESTERN EXTERMINATOR COMPANY 000022432	4764869	DEC MWRP PEST CONTROL		88.50
000022432	4753699	DEC DISTRICT PEST CONTROL		88.50
1/26/2017			1	177.00

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
WHITE NELSON DIEHL EVANS LLP				
000022489	166212	FY16 FINANCIAL AUDIT SERVICES		7,200.00
000022489	166225	BOARD STAFF REPORT SUPPORT		2,520.00
000022489	166483	FY16 FINANCIAL AUDIT SERVICES		1,000.00
1/31/2017			1	10,720.00
WONDERWARE WEST				
000022330	927757168	CUSTOMER FIRST SOFTWARE RENEWAL		27,988.04
1/11/2017			1	27,988.04
YORKE ENGINEERING, LLC				
000022278	12635	PP 26 COMPLIANCE ASSISTANCE		4,832.00
000022490	12808	PP 27 COMPLIANCE ASSISTANCE		2,523.50
1/31/2017			2	7,355.50
<b>TOTAL GENERAL AND ADMINISTRATIVE</b>			<b>128</b>	<b>307,745.61</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER		INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>RETIREE CHECKS</b>					
ALAN COOK 000022226	1/3/2017	914927JAN2017	JAN 2017 INSURANCE SUBSIDY	1	111.92
					<u>111.92</u>
ALAN JONES 000022227	1/3/2017	914926JAN2017	JAN 2017 INSURANCE SUBSIDY	1	64.00
					<u>64.00</u>
BRIAN HUNT 000022230	1/3/2017	914928JAN2017	JAN 2017 INSURANCE SUBSIDY	1	11.29
					<u>11.29</u>
DIANA LEACH 000022236	1/3/2017	914930JAN2017	JAN 2017 INSURANCE SUBSIDY	1	271.92
					<u>271.92</u>
PATTI REYNOLDS 000022262	1/3/2017	914932JAN2017	JAN 2017 INSURANCE SUBSIDY	1	12.92
					<u>12.92</u>
SCOTT PECA 000022267	1/3/2017	914931JAN2017	JAN 2017 INSURANCE SUBSIDY	1	128.40
					<u>128.40</u>
STAN KENNEDY 000022269	1/3/2017	914929JAN2017	JAN 2017 INSURANCE SUBSIDY	1	111.92
					<u>111.92</u>
<b>TOTAL RETIREE CHECKS</b>				<b>7</b>	<b>712.37</b>



# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>CHECK SIGNATURE EXEMPT</b>				
SOUTHERN CALIFORNIA EDISON CO 000022282 000022282	2236281499DEC16A 2236281499NOV16B	DEC 2016 ELECTRICITY NOV 2016 ELECTRICITY		68,920.94 17,906.62
1/11/2017			1	86,827.56
<b>CHECK SIGNATURE EXEMPT</b>			<b>1</b>	<b>86,827.56</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>WATER SUPPLY</b>				
AIRGAS USA LLC 000022342	9941913062	CYLINDER RENTAL		78.15
1/18/2017			1	78.15
AMERICAN WATER CHEMICALS 000022381	05-17004/01	WATER TREATMENT CHEMICALS		4,800.00
1/26/2017			1	4,800.00
AUTOMOBILE CLUB OF SOUTHERN 000022229	JAN17LEASE	JAN LAND LEASE WELL 8		6,541.61
1/3/2017			1	6,541.61
CULLIGAN OF SANTA ANA 000022233	1052286	WATER SOFTENER REPAIR		807.71
000022233	1051163	ANNUAL SERVICE & MAINTENANCE		568.55
000022233	1050072	SALT DELIVERY		530.16
1/3/2017			1	1,906.42
D&H WATER SYSTEMS 000022235	I2016-1096	MWRF TUBE ASSEMBLY		133.09
000022347	I206-1145	PUMP HOSES		504.36
1/18/2017			2	637.45
EUROFINS EATON ANALYTICAL 000022240	C0001012	WATER QUALITY LAB		3,770.00
000022456	C0001050	WATER QUALITY LAB		4,733.00
1/31/2017			2	8,503.00

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
HILL BROTHERS CHEMICAL CO.				
000022301	07015085	AMMONIA		228.33
000022301	07015075	AMMONIA		205.11
000022301	07015074	AMMONIA		147.06
000022301	07015086	AMMONIA		3,700.00
000022301	07015073	AMMONIA		302.51
000022301	07015083	AMMONIA		379.91
000022301	07015084	AMMONIA		193.50
000022352	07015763	AMMONIA		194.15
000022352	07015764	AMMONIA		367.65
000022352	07015380	AMMONIA		96.75
000022352	07015379	AMMONIA		186.41
000022352	07015411	AMMONIA		170.28
000022352	07015382	AMMONIA		332.82
000022352	07015765	AMMONIA		123.84
000022462	07016112	AMMONIA		225.11
000022462	07016114	AMMONIA		383.13
000022462	07016113	AMMONIA		154.80
	1/31/2017		3	7,391.36
NALCO COMPANY				
000022356	94563	MWRF GARDEN SUPPLIES		414.00
	1/18/2017		1	414.00
PACIFIC HYDROTECH CORPORATION				
000022281	3	WELL AUTOMATION AND REHAB		323,935.75
	1/11/2017		1	323,935.75
SEPARATION PROCESSES, INC				
000022420	8517	PP 51 MWRF SUPPORT SERVICES		2,898.46
	1/26/2017		1	2,898.46

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR	CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
UNIVAR USA, INC.					
	000022274	LA503494	SOD HYPO		362.12
	000022274	LA503495	SOD HYPO		198.26
	000022274	LA503493	SOD HYPO		2,660.33
	000022274	LA503459	CAUSTIC SODA		1,192.46
	000022274	LA503496	SOD HYPO		216.46
	000022374	LA504685	SOD HYPO		209.38
	000022374	LA504683	SOD HYPO		1,954.28
	000022374	LA506305	SOD HYPO		708.07
	000022374	LA504636	SOD BISULFITE		956.80
	000022374	LA504686	SOD HYPO		396.52
	000022374	LA504684	SOD HYPO		205.34
	000022374	LA506304	SOD HYPO		1,925.95
	000022374	LA506306	SOD HYPO		428.88
	000022374	LA504687	SOD HYPO		180.05
	000022429	LA508179	SOD HYPO		404.61
	000022429	LA508180	SOD HYPO		386.40
	000022429	LA508181	SOD HYPO		1,190.57
	000022429	LA508178	SOD HYPO		445.07
	000022485	LA511956	SOD HYPO		374.26
	000022485	LA510214	SOD HYPO		227.59
	000022485	LA510217	SOD HYPO		182.07
	000022485	LA511954	SOD HYPO		227.59
	000022485	LA510215	SOD HYPO		404.61
	000022485	LA510071	SOD BISULFITE		956.80
	000022485	LA511958	SOD HYPO		197.24
	000022485	LA511957	SOD HYPO		1,871.33
	000022485	LA511955	SOD HYPO		217.47
	000022485	LA510213	SOD HYPO		212.42
	000022485	LA510216	SOD HYPO		1,846.04
	1/31/2017			4	20,738.97
UNITED WATERWORKS INC.					
	000022375	S100048067.001	WATER OPS PARTS		2,499.80
	000022430	S100048067.002	WATER OPS PARTS		996.69
	1/26/2017			2	3,496.49
<b>TOTAL WATER SUPPLY</b>				<b>20</b>	<b>381,341.66</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>WATER SYSTEM</b>				
ARMORCAST PRODUCTS CO 000022228	0181395-IN	120-METER BOXES & PARTS		8,225.71
1/3/2017			1	8,225.71
BRITHINEE ELECTRIC 000022450	S106090	WELL 9 SQD SOFT STARTER KEYPAD		168.26
1/31/2017			1	168.26
EXPRESS PIPE & SUPPLY CO. INC 000022241 000022391	S101267706.001 S101361927.001	WATER OPS SUPPLIES WATER OPS SUPPLIES		1.99 519.86
1/26/2017			2	521.85
FERGUSON WATERWORKS 000022457 000022457	0580825-1 0580825	WATER OPS SUPPLIES WATER OPS SUPPLIES		1,474.50 23,027.83
1/31/2017			1	24,502.33
HOPKINS TECHNICAL PRODUCTS 000022463	3617300045	WATER QUALITY SUPPLIES		1,353.73
1/31/2017			1	1,353.73
IDEXX LABORATORIES INC 000022465	3011351119	WATER QUALITY SUPPLIES		179.25
1/31/2017			1	179.25

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
IRVINE PIPE & SUPPLY				
000022249	839405	PIPE FITTINGS AND SUPPLIES		775.38
000022249	839263	PIPE FITTINGS AND SUPPLIES		179.84
000022249	839192	PIPE FITTINGS AND SUPPLIES		819.49
000022354	840288	PIPE FITTINGS AND SUPPLIES		54.56
000022354	840157	PIPE FITTINGS AND SUPPLIES		80.91
	1/18/2017		2	1,910.18
LARRY'S BUILDING MATERIALS				
000022251	CM-103052	BUILDING MATERIALS		79.00
000022308	CM-103089	BUILDING MATERIALS		167.24
000022405	CM-103418	BUILDING MATERIALS		29.63
000022469	CM-103450	BUILDING MATERIALS		147.56
000022469	CM-103524	BUILDING MATERIALS		59.26
000022469	CM-103510	BUILDING MATERIALS		59.53
	1/31/2017		4	542.22
NATIONAL METER & AUTOMATION INC.				
000022311	S1079578.003	300 - 5/8" METER		22,304.25
	1/11/2017		1	22,304.25
ORANGE COUNTY SANITATION				
000022362	530740	FY17 Q2 ESTIMATED USE CHARGE		19,720.93
	1/18/2017		1	19,720.93
PRAXAIR DISTRIBUTION, INC.				
000022264	75419964	WELDING SUPPLIES		57.36
000022363	75596596	WELDING SUPPLIES		70.39
000022416	75721685	WELDING SUPPLIES		24.94
	1/26/2017		3	152.69
PRAXAIR				
000022319	75651305	CARBON DIOXIDE TANK RENTAL		1,788.65
000022364	75590317	CARBON DIOXIDE		2,935.01
000022364	75716936	CARBON DIOXIDE		2,769.04
000022417	75788754	CARBON DIOXIDE		2,371.74
	1/26/2017		3	9,864.44

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
SOUTH COAST A.Q.M.D.				
000022321	3038939	FY16-17 WTR OPS OPERATING FEES		1,625.83
000022321	3041266	FY16-17 EMISSIONS FEES		124.35
	1/11/2017		1	1,750.18
TRUESDAIL LABORATORIES INC				
000022271	1600555	SYSTEM WATER ANALYSIS		19.00
000022271	1605447	SYSTEM WATER ANALYSIS		19.00
000022481	1605737	SYSTEM WATER ANALYSIS		19.00
000022481	1605731	SYSTEM WATER ANALYSIS		19.00
000022481	1700244	SYSTEM WATER ANALYSIS		44.00
000022481	1700273	SYSTEM WATER ANALYSIS		19.00
000022481	1700055	PIPELINE TESTING		12.00
000022481	1700295	SYSTEM WATER ANALYSIS		19.00
000022481	1700297	SYSTEM WATER ANALYSIS		16.00
000022481	1700243	SYSTEM WATER ANALYSIS		22.00
	1/31/2017		2	208.00
UNDERGROUND SERVICE ALERT/SC				
000022326	1220160422	DIGALERT 184		276.00
	1/11/2017		1	276.00
VINNIE'S PORTABLE WELDING				
000022486	101016	6" MAIN REPAIR, 2000 MEYER PL		630.00
	1/31/2017		1	630.00
VULCAN MATERIALS				
000022377	71330002	PAVING SUPPLIES		378.00
	1/18/2017		1	378.00
WEST COAST SAND & GRAVEL				
000022488	1200286	FILL SAND		395.84
	1/31/2017		1	395.84

<b>TOTAL WATER SYSTEM</b>	<b>28</b>	<b>93,083.86</b>
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# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>VARIOUS</b>				
AT&T 000022343	000008999940	ACCT#C602224080777 11/13-12/12		2,546.33
000022343	000009068951	DISTRICT INTERNET 12/10-01/09		1,770.69
000022447	000009140878	ACCT#C602224080777 12/13-01/12		2,529.82
	1/31/2017		2	6,846.84
AT&T 000022382	96035030665559JAN17	JAN 17 DISTRICT FAX LINES		2,578.27
	1/26/2017		1	2,578.27
CAROLLO ENGINEERS 000022231	0153756	PP 55 WELL AUTOMATION		16,580.58
000022383	0154338	PP 56 WELL AUTOMATION		1,020.15
000022383	0154337	PP 57 WELL AUTOMATION		3,472.30
000022452	0154346	PP 15 MWRF WQ POLISHING SYSTEM		10,549.70
	1/31/2017		3	31,622.73
CAROUSEL INDUSTRIES NORTH 000022292	1949501H1016	OCT 2016 SD LOCATION PHN SRVC		3,871.06
000022292	1949524H1116	NOV 2016 SD LOCATION PHN SRVC		3,863.46
000022384	1963233H1216	DEC 2016 SD LOCATION PHN SRVC		3,869.93
	1/26/2017		2	11,604.45
CROWN ACE HARDWARE 000022232	044240	SUPPLIES		30.23
000022296	044277	SUPPLIES		57.02
000022296	044278	SUPPLIES		43.08
000022296	044258	SUPPLIES		9.24
000022455	044323	SUPPLIES		36.62
000022455	044342	SUPPLIES		5.70
	1/31/2017		3	181.89



# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
DELTA G ELECTRIC, INC				
000022389	702	ELECTRICAL REPAIRS - MWRF		6,526.69
000022389	730	WALL REPAIRS - HOT WTR HTR RM		295.00
000022389	715	ELECTRICAL REPAIRS - AMM PUMP		875.00
000022389	718	ELECTRICAL REPAIRS - CO2 PUMP		1,827.40
000022389	722	ELECTRICAL REPAIRS-HOT WTR HTR		325.00
000022389	723	ELECTRICAL REPAIRS-FIT INSTRMN		1,085.00
000022389	724	REPAIRS - ROOF PATCHES		565.40
000022389	729	TROUBLESHOOT MAIN GATE PROBLEM		1,444.00
000022389	731	ELECTRICAL REPAIRS - CO2 PUMP		700.00
	1/26/2017		1	13,643.49
DION & SONS, INC				
000022390	668809	DIESEL FUEL		1,922.51
000022390	668805	GASOLINE		6,855.48
	1/26/2017		1	8,777.99
EVOLVE PR				
000022350	113	INTERIM PG&A MGR 12/12-12/28		7,850.00
	1/18/2017		1	7,850.00
FEDERAL EXPRESS CORPORATION				
000022298	5-637-64049	MISC SHIPPING		1,016.20
	1/11/2017		1	1,016.20
GENERAL PUMP COMPANY				
000022459	25474	WELL 11 REPAIRS		21,282.20
	1/31/2017		1	21,282.20
GRAINGER				
000022460	9335187820	SAFETY EQUIPMENT & SUPPLIES		71.63
	1/31/2017		1	71.63

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
HACH COMPANY				
000022279	10229370A	WQ EQUIPMENT ANNUAL MAINT.		49,539.00
000022461	10246890	WATER QUALITY SUPPLIES		96.07
000022461	10267753	WATER QUALITY SUPPLIES		311.18
000022461	10245059	WATER QUALITY SUPPLIES		1,302.99
000022461	10276989	WATER QUALITY SUPPLIES		453.28
000022461	10243321	WATER QUALITY SUPPLIES		1,329.07
	1/31/2017		2	53,031.59
HANKS ELECTRICAL SUPPLIES				
000022245	505323491	ELECTRICAL SUPPLIES		48.25
	1/3/2017		1	48.25
THE HOME DEPOT COMMERCIAL ACCT				
000022302	8046249	SUPPLIES		66.53
000022302	7011947	SUPPLIES		36.19
000022302	7048453	SUPPLIES		507.24
000022302	8010176	SUPPLIES		69.45
000022302	4973383	SUPPLIES		379.92
000022302	6563488	SUPPLIES		3.96
000022302	2240457	SUPPLIES		62.38
000022302	7048516	SUPPLIES		172.00
	1/11/2017		1	1,297.67
HUB AUTO SUPPLY				
000022303	865444	AUTO SUPPLIES		112.37
000022396	868647	AUTO SUPPLIES		38.41
000022464	871982	AUTO SUPPLIES		307.73
000022464	871979	AUTO SUPPLIES		76.93
	1/31/2017		3	535.44

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
INDEPENDENT STATIONERS				
000022246	SI00190731	OFFICE SUPPLIES		384.05
000022304	SI00195080	OFFICE SUPPLIES		202.62
000022304	SI00193690	OFFICE SUPPLIES		115.96
000022304	SI00191387	OFFICE SUPPLIES		65.30
000022353	SI00199390	OFFICE SUPPLIES		206.71
000022398	SI00200382	OFFICE SUPPLIES		1,116.29
	1/26/2017		4	2,090.93
MEYERS NAVE				
000022310	2016110553	PROFESSIONAL SERVICES		2,246.40
	1/11/2017		1	2,246.40
MARVAC ELECTRONICS INC				
000022255	75508575	ELECTRICAL PARTS & SUPPLIES		75.49
	1/3/2017		1	75.49
NORTHERN SAFETY CO INC				
000022258	902231082	SAFETY SUPPLIES		1,350.00
	1/3/2017		1	1,350.00
OCONNELL LANDSCAPE				
000022261	0097365-IN	JAN 2017 LANDSCAPE FEES		2,861.04
	1/3/2017		1	2,861.04
ORANGE COUNTY WATER DISTRICT				
000022474	011717	WATER SUMMIT SPONSORSHIP		7,500.00
	1/31/2017		1	7,500.00
RUTAN & TUCKER, LLP				
000022266	766043	SPECIAL LEGAL COUNSEL- MEAS TT		270.00
000022367	766662	SPECIAL LEGAL COUNSEL- MEAS TT		90.00
000022367	766661	SPECIAL LEGAL COUNSEL- MEAS TT		210.00
	1/18/2017		2	570.00

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
SOUTHERN CALIFORNIA GAS CO				
000022320	08520813000DEC16	DISTRICT DEC 2016, 11/19-12/20		243.43
000022368	05060829008DEC16	WELL 5, DEC 2016		50.00
000022477	05200799004JAN17	RES 2 JAN 2017, 12/14-01/19		3,204.99
000022477	08520813000JAN17	DISTRICT JAN 2017, 12/20-01/20		272.12
1/31/2017			3	3,770.54
SIGN DEPOT				
000022423	7807	EMP NAME PLATE		27.00
1/26/2017			1	27.00
STIVERS & ASSOCIATES INC.				
000022425	12-402	MWRF GARDEN CONSULTING/DESIGN		1,650.00
1/26/2017			1	1,650.00
TYCO INTEGRATED SECURITY				
000022273	10401004	QUARTERLY SECURITY SERVICES		6,549.33
000022482	27920895	SECURITY SERVICE CALL 01/12/17		64.43
1/31/2017			2	6,613.76
WATER PLUS CORPORATION				
000022276	8354	BELOW GRADE SAMPLING STATION		2,456.00
1/3/2017			1	2,456.00
<b>TOTAL VARIOUS</b>			<b>43</b>	<b>191,599.80</b>

# ACCOUNTS PAID LISTING

FROM 01/01/2017 TO 01/31/2017

VENDOR CHECK NUMBER	INVOICE NUMBER	DESCRIPTION	CHECK COUNT	AMOUNT
<b>UNASSIGNED VENDORS</b>				
EAGLE COMMUNICATIONS				
000022237	715796	EOC RADIO'S AND SUPPLIES		3,512.32
000022348	715837	EOC RECONFIGURATION		251.00
	1/18/2017		2	3,763.32
<b>TOTAL UNASSIGNED VENDORS</b>			<b>2</b>	<b>3,763.32</b>
<b>GRAND TOTAL</b>			<b>267</b>	<b>1,330,719.10</b>



*Dedicated to  
Satisfying our Community's  
Water Needs*

## MEMORANDUM

TO: Finance Committee  
FROM: Andrew Hamilton, Chief Financial Officer  
DATE: February 27, 2017  
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, including the Finance Committee Financial Update, at the Finance Committee meeting.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.

**MESA WATER DISTRICT  
FINANCE COMMITTEE**

**Major Staff Projects**

<b>Title</b>	<b>Comments</b>	<b>Status</b>
Year-End Audit		In Process
Fiscal Year 2018 Budget		In Process
Debt Refinance		In Process



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Water Needs*

## MEMORANDUM

TO: Finance Committee  
FROM: Kurt Lind, District Business Administrator  
DATE: February 27, 2017  
SUBJECT: Microsoft Great Plains Financial System

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### RECOMMENDATION

Receive the presentation.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

None.

### DISCUSSION

The Board of Directors has requested a presentation of the Microsoft Great Plains (MGP) financial system and related business process improvements. Staff will provide a series of presentations outlining the software capabilities. Today's presentation will describe an overview and purpose of the MGP financial system and Mesa Water's improved chart of accounts.

### FINANCIAL IMPACT

None.

### ATTACHMENTS

None.



## MEMORANDUM



*Dedicated to  
Satisfying our Community's  
Water Needs*

TO: Finance Committee  
FROM: Andrew Hamilton, Chief Financial Officer  
DATE: February 27, 2017  
SUBJECT: Debt Disclosure Policy

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### RECOMMENDATION

Recommend that the Board of Directors adopt Resolution No. XXXX Adopting the Debt Disclosure Policy.

### STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

### PRIOR BOARD ACTION/DISCUSSION

At the November 21, 2016 and December 19, 2016 Finance Committee meetings, the Board of Directors (Board) received debt refunding information and presentations from Robert Porr and Paul Pender from Financial Advisor, Fieldman Rolapp. At its Board meeting on January 12, 2017, the Board approved the advance refunding of the 2010 Certificates of Participation debt issuance along with adding \$8 million of new money using existing debt service levels, utilizing the negotiated sale structure. The refunding provides the least cost impact to ratepayers over the next nine years, while maintaining the Board's goal of 600 Days Cash, a shorter debt free date, and historically low estimated cost of capital in the current municipal bond market.

### DISCUSSION

The proposed Debt Disclosure Policy is intended to document Mesa Water's current practices to ensure compliance with federal securities laws in connection with both the public offering of debt securities issued by Mesa Water and continuing disclosure requirements.

Since the Board has issued debt previously and approved a proposed debt issuance in 2017, Mesa Water must comply with "anti-fraud rules" of federal securities laws, including Section 17 of the Securities Act of 1933 and Section 10(b) of the Securities and Exchange Act of 1934, and regulations adopted by the Securities and Exchange Commission under those Acts, including "Rule 10b-5" under the Securities and Exchange Act of 1934.

The foundation of these laws and regulations is that the issuer must provide all "material" information to potential investors related to proposed and previously issued local agency debt offerings. Information provided to investors must be free from any material misstatements. Also, the proposed debt issuance must not withhold material information regarding either the issuer's financial condition or the transparent and comprehensive description of the proposed debt issuance that potential investors would need in order to make an investment decision. When issuing debt securities, information is deemed to be "material" if a substantial likelihood exists that a reasonable investor would consider it important in deciding whether to purchase the issuer's debt securities.



Mesa Water's Bond Counsel, Stradling, Yocca, Carlson and Rauth, created the proposed Debt Disclosure Policy to comply with federal securities laws and regulations.

Staff recommends that the Board adopt the attached Debt Disclosure Policy in order to document past and current practices in regard to debt issuance and continuing disclosure requirements while incorporating best practices to ensure compliance with federal securities laws and regulations.

#### FINANCIAL IMPACT

None.

#### ATTACHMENTS

Attachment A: Resolution No. XXXX Adopting the Debt Disclosure Policy

**RESOLUTION NO. XXXX**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING THE DEBT DISCLOSURE POLICY**

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

WHEREAS, the District’s Bond Counsel recommends, based on recent Securities and Exchange Commission enforcement actions, that issuers of municipal bonds adopt policies and procedures to govern compliance and implement training with respect to their initial disclosure and continuing disclosure undertakings; and

WHEREAS, in response to such recommendation and in order to better monitor compliance with its disclosure undertakings, Mesa Water District finds it desirable to adopt and maintain a Debt Disclosure Policy; and

WHEREAS, the proposed Debt Disclosure Policy has been presented to the Board of Directors.

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

**Section 1.** That the Board of Directors of Mesa Water District does hereby approve and adopt the Debt Disclosure Policy, comprising Attachment A hereto, as presented to the Board at the meeting at which this resolution is adopted.

**Section 2.** This resolution shall take effect immediately upon adoption.

ADOPTED, SIGNED, and APPROVED this <DATE> day of <MONTH> <YEAR> by a roll call vote.

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

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Ethan Temianka  
President, Board of Directors

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Coleen L. Monteleone  
District Secretary

**RESOLUTION NO. XXXX**

**ATTACHMENT A**

**RESOLUTION OF THE  
MESA WATER DISTRICT BOARD OF DIRECTORS  
ADOPTING THE DEBT DISCLOSURE POLICY**

**MESA WATER DISTRICT  
POLICY FOR DEBT DISCLOSURE**

**DRAFT**

# **MESA WATER DISTRICT POLICY FOR DEBT DISCLOSURE**

## **PURPOSE**

The purpose of this Debt Disclosure Policy (the Policy) is to memorialize and communicate key principles and procedures in connection with obligations, including notes, bonds and certificates of participation, issued by the Mesa Water District (the District) so as to ensure that the District continues to comply with all applicable disclosure obligations and requirements under the federal securities laws.

## **BACKGROUND**

The District from time to time issues certificates of participation, revenue bonds, notes or other obligations (collectively, Obligations) in order to fund or refund capital investments, other long-term programs and working capital needs. In offering Obligations to the public, and at other times when the District makes certain reports, the District must comply with the “anti-fraud rules” of federal securities laws. (“Anti-fraud rules” refers to Section 17 of the Securities Act of 1933 and Section 10(b) of the Securities and Exchange Act of 1934, and regulations adopted by the Securities and Exchange Commission under those Acts, including “Rule 10b-5” under the Securities and Exchange Act of 1934.)

The core requirement of these rules is that investors and potential investors in Obligations must be provided with all “material” information relating to the offered Obligations. The information provided to investors and potential investors must not contain any material misstatements, and the District must not omit material information which would be necessary to provide to investors a complete and transparent description of the Obligations and the District’s financial condition. In the context of the sale of securities, a fact is generally considered to be “material” if there is a substantial likelihood that a reasonable investor would consider it to be important in determining whether or not to purchase the securities being offered or alter the total mix of available information.

When the District issues Obligations, the two central disclosure documents which are prepared are a preliminary official statement (POS) and a final official statement (OS, and collectively with the POS, Official Statement). The Official Statement generally consists of (i) the forepart (which describes the specific transaction including maturity dates, interest rates, redemption provisions, the specific type of financing, the leased premises (in certificate of participation financings) and other matters particular to the financing, (ii) a section which provides information on the District, including its financial condition as well as certain operating information (District Section), and (iii) various other appendices, including the District’s audited financial report, form of the proposed legal opinion, and form of continuing disclosure undertaking. Investors use the Official Statement as one of their primary resources for making informed investment decisions regarding the Obligations.

## DISCLOSURE PROCESS

When the District determines to issue Obligations, the Chief Financial Officer requests the involved departments to commence preparation of the portions of the Official Statement (including particularly the District Section) for which they are responsible. While the general format and content of the Official Statement does not normally change substantially from offering to offering, except as necessary to reflect major events, the Chief Financial Officer is responsible for reviewing and preparing or updating certain portions of the District Section which are within their particular area of knowledge. Once the Official Statement has been substantially updated, the entire Official Statement is shared with the General Manager for review and input. Additionally, all participants in the disclosure process are separately responsible for reviewing the entire Official Statement.

Members of the financing team, including the Bond Counsel and the District's Financial Advisor with respect to the Obligations, assist staff in determining the materiality of any particular item, and in the development of specific language in the District Section. Members of the financing team also assist the District in the development of a "big picture" overview of the District's financial condition, included in the District section. This overview highlights particular areas of concern. Bond Counsel has a confidential, attorney-client relationship with officials and staff of the District.

The Chief Financial Officer or a member of the financing team at the direction thereof schedules one or more meetings or conference calls of the financing team (which includes District officials, Bond Counsel, the District's Financial Advisor, the underwriter of the Obligations, and the underwriter's counsel), and new drafts of the forepart of the Official Statement and the District Section are circulated and discussed. Such communications may occur via electronic means rather than by meetings or conference calls. During this part of the process, there is substantial contact among District staff and other members of the financing team to discuss issues which may arise determine the materiality of particular items and ascertain the prominence in which the items should be disclosed.

Prior to distributing a POS to potential investors, there is typically a formal conference call which includes District officials involved in the preparation of the POS, members of the financing team and the underwriters and the underwriter's counsel, during which the POS is reviewed in its entirety to obtain final comments and to allow the underwriters to ask questions of the District's senior officials. This is referred to as a "due diligence" meeting.

A substantially final form of the POS is provided to the District Board of Directors in advance of approval to afford the Board of Directors an opportunity to review the POS, ask questions and make comments. The substantially final form of the POS is approved by the Boards of Directors which generally authorizes certain senior staff to make additional corrections, changes and updates to the POS in consultation with General Counsel and Bond Counsel.

At the time the POS is posted for review by potential investors, senior District officials execute certificates deeming certain portions of the POS complete (except for

certain pricing terms) as required by SEC Rule 15c2-12.

Between the posting of the POS for review by potential investors and delivery of the final OS to the underwriter for redelivery to actual investors in the Obligations, any changes and developments will have been incorporated into the POS, including particularly the District Section, if required. If necessary to reflect developments following publication of the POS or OS, as applicable, supplements will be prepared and published.

In connection with the closing of the transaction, one or more senior District officials execute certificates stating that certain portions of the OS, as of the date of each OS and as of the date of closing, does not contain any untrue statement of material fact or omit to state any material fact necessary to make the statements contained in the OS in light of the circumstances under which they were made, not misleading. General Counsel also provides an opinion letter advising the underwriters that information contained in the section of the OS relating to the District and its operations (or specified portions thereof) as of its date did not, and as of the date of the closing, does not contain any untrue statement of a material fact or omitted or omits to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading. General Counsel does not opine on any financial, statistical, economic or demographic data or forecasts, charts, tables, graphs, estimates, projections, assumptions or expressions of opinion, and certain other customary matters.

## **DISTRICT SECTION**

The information contained in the District Section is developed by personnel under the direction of the Chief Financial Officer, with the assistance of the financing team. In certain circumstances, additional officials will be involved, as necessary. The following principles govern the work of the respective staffs that contribute information to the District Section:

- District staff involved in the disclosure process is responsible for being familiar with its responsibilities under federal securities laws as described above.
- District staff involved in the disclosure process should err on the side of raising issues when preparing or reviewing information for disclosure. Officials and staff are encouraged to consult General Counsel, Bond Counsel or members of the financing team if there are questions regarding whether an issue is material or not.
- Care should be taken not to shortcut or eliminate any steps outlined in the Policy on an ad hoc basis. However, the Policy is not necessarily intended to be a rigid list of procedural requirements, but instead to provide guidelines for disclosure review. If warranted, based on experience during financings or because of additional SEC pronouncements or other reasons, the District should consider revisions to the Policy.
- The process of updating the District Section from transaction to transaction should not be viewed as being limited to updating tables and numerical information. While it

is not anticipated that there will be major changes in the form and content of the District Section at the time of each update, everyone involved in the process should consider the need for revisions in the form, content and tone of the sections for which they are responsible at the time of each update.

- The District must make sure that the staff involved in the disclosure process is of sufficient seniority such that it is reasonable to believe that, collectively, they are in possession of material information relating to the District, its operations and its finances.

## **TRAINING**

The Policy shall be provided to all members of senior staff and any other member of the District staff that is involved in the District's disclosure obligations.

Periodic training for the staff involved in the preparation of the Official Statement (including the District Section) is coordinated by the finance team and the Chief Financial Officer. These training sessions are provided to assist staff members involved in identifying relevant disclosure information to be included in the District Section. The training sessions also provide an overview of federal laws relating to disclosure, situations in which disclosure rules apply, the purpose of the Official Statement and the District Section, a description of previous SEC enforcement actions and a discussion of recent developments in the area of local agency disclosure. Attendees at the training sessions are provided the opportunity to ask questions of finance team members, including Bond Counsel concerning disclosure obligations and are encouraged to contact members of the finance team at any time if they have questions.

## **ANNUAL CONTINUING DISCLOSURE REQUIREMENTS**

In connection with the issuance or execution and delivery of Obligations, the District has entered into a number of contractual agreements (Continuing Disclosure Certificates) to provide annual reports related to its financial condition (including its audited financial statements) as well as notice of certain events relating to the Obligations specified in the Continuing Disclosure Certificates. The District must comply with the specific requirements of each Continuing Disclosure Certificate. The District's Continuing Disclosure Certificates generally require that the annual reports be filed within 270 days after the end of the District's fiscal year, and event notices are generally required to be filed within 10 days of their occurrence.

Specific events which require "material event" notices are set forth in each particular Continuing Disclosure Certificate.

The Chief Financial Officer shall be responsible for preparing and filing the annual reports and material event notices required pursuant to the Continuing Disclosure Certificates. Particular care shall be paid to the timely filing of any changes in credit ratings on Obligations (including changes resulting from changes in the credit ratings of insurers of particular Obligations).



**CERTIFICATION AND RECEIPT OF UNDERSTANDING**

I certify that I have received a copy of the Mesa Water District Debt Disclosure Policy. I have reviewed and understand its contents and agree to abide by the principals and requirements in the Debt Disclosure Policy.

**Signature:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**REPORTS:**

6. REPORT OF THE GENERAL MANAGER:

**REPORTS:**

7. DIRECTORS' REPORTS AND COMMENTS: