



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, February 21, 2019
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

**FINANCE COMMITTEE MEETING
Thursday, February 21, 2019 at 3:30 p.m.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

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

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

CONSENT CALENDAR ITEMS:

Approve all matters under the Consent Calendar by one motion unless a Board member, staff, or a member of the public requests a separate action.

1. Accounts Paid Listing
2. Monthly Financial Reports
3. Major Staff Projects
4. Committee Policy & Resolution Review
5. Fiscal Year 2019 Second Quarter Financial Update

ACTION ITEMS:

None

PRESENTATION AND DISCUSSION ITEMS:

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

6. Administration Building Improvements & HVAC Replacement Project
7. Pension & Other Post-Employment Benefits Trust Annual Update



REPORTS:

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

INFORMATION ITEMS:

10. Claim of David Tiziani

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

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

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

ADJOURNMENT

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CAPITAL				
MICHAEL BAKER INTERNATIONAL				
000028890	1030138	M17-100 WELL AUTOMATION		46,970.00
000028890	1034624	PP 66 GIS SUPPORT SERVICES		2,012.50
000028890	1031565	M17-100 WELL AUTOMATION		36,287.50
	1/24/2019		1	85,270.00
TETRA TECH, INC				
000028893	51370197	M18-100 DESIGN SERVICES		47,417.05
000028893	51377226	OCTA 2246INSP-405 WIDENING		3,360.00
000028893	51381171	M18-100 DESIGN SERVICES		35,632.12
000028893	51390526	OCTA 2246INSP-405 WIDENING		3,156.00
000028893	51394436	M18-100 DESIGN SERVICES		12,121.00
	1/24/2019		1	101,686.17
TOTAL CAPITAL			2	186,956.17

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DEPARTMENT EXPENSE				
APPLE ONE EMPLOYMENT				
000028839	01-5079011	TEMP LABOR - PA WEEK END 12/8		1,296.40
000028839	01-5086820	TEMP LABOR - PA WEEK END 12/15		1,296.40
000028839	01-5079010	TEMP LABOR - HR WEEK END 12/08		946.08
000028839	01-5086819	TEMP LABOR - HR WEEK END 12/15		788.40
000028913	01-5079012	TEMP LABOR-FINANCE,WE 12/08		1,832.98
000028913	01-5086821	TEMP LABOR-FINANCE,WE 12/15		1,981.60
000028913	01-5091762	TEMP LABOR-FINANCE,WE 12/22		1,981.60
000028913	01-5091760	TEMP LABOR-HR, WE 12/22		700.80
000028913	01-5091761	TEMP LABOR-PA, WE 12/22		1,037.12
	1/24/2019		2	11,861.38
CALPERS BENEFIT PAYMENTS				
0145723	15525953	HEALTH JAN 19		43,404.37
0145724	15525964	PA HEALTH JAN 19		6,155.36
0146100	122118	PPE 12/21/18		30,031.59
0146101	010419	PPE 1/4/19		30,491.86
	1/24/2019		4	110,083.18
COSTA MESA FIRE DEPARTMENT				
000028922	9869	RES 2 FIRE PERMIT RENEWAL		140.00
000028922	9874	WELL 5 FIRE PERMIT RENEWAL		140.00
000028922	9872	WELL 7 FIRE PERMIT RENEWAL		140.00
000028922	9870	WELL 1 FLAM LIQ PERMIT RENEW		140.00
000028922	9875	MWRF FLAM LIQ PERMIT RENEW		140.00
000028922	10104	DISTRICT FLAM LIQ PERMIT RENEW		140.00
	1/24/2019		1	840.00
FIRST BANKCARD				
0146105	1218FB	DECEMBER 2018 CHARGES		20,545.88
0146105	1218FB.	DECEMBER 2018 CHARGES		4.75
	1/11/2019		1	20,550.63
GUARDIAN				
000028932	00430941JAN19	JAN 2019 DENTAL INSURANCE		4,870.14
000028932	00430941FEB19	FEB 2019 DENTAL INSURANCE		5,011.09
	1/24/2019		1	9,881.23

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
HOOVER PRINTING				
000028934	92503	GRAPHICS/EDITING SERVICES		100.00
000028934	92535	PRINTING - NEWSLETTER		2,386.66
	1/24/2019		1	<u>2,486.66</u>
ICMA-RC RETIREMENT				
0146097	104191	PPE 1/4/19		1,028.96
0146098	10419	PPE 1/4/19		5,170.74
0146102	11819	PPE 1/18/19		5,170.74
0146103	0118191	PPE 1/18/19		1,028.96
	1/24/2019		4	<u>12,399.40</u>
4 IMPRINT				
000028936	6946106	MWD EMBROIDERED CAPS		566.50
	1/24/2019		1	<u>566.50</u>
INSTITUTE FOR CONSERVATION RESEARCH AND EDUCATION				
000028938	082718	SPONSORSHIP		5,000.00
	1/24/2019		1	<u>5,000.00</u>
NATIONWIDE RETIREMENT SOLUTIONS				
0146099	10419	PPE 1/4/19		19,830.31
0146104	011819	PPE 1/18/19		6,128.07
	1/24/2019		2	<u>25,958.38</u>
ORANGE COUNTY EMPLOYEES ASSN				
000028832	OCEA PPE122118	MEMBERSHIP DUES 12/21/18		275.52
000028948	OCEA PPE011819	MEMBERSHIP DUES 01/18/19		275.52
	1/24/2019		2	<u>551.04</u>
ORANGE COUNTY WATER ASSOC				
000028949	011419	CY19 OCWA Membership Dues		280.00
	1/24/2019		1	<u>280.00</u>
RED WING BUSINESS ADVANTAGE ACCT				
000028953	407-1-25505	SAFETY SHOES		150.30
	1/24/2019		1	<u>150.30</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
SHARON D BRIMER				
000028836	NOV2018	BOARD MINUTES - NOV 2018		350.00
000028836	DEC2018	BOARD MINUTES - DEC 2018		150.00
000028958	JAN2019	BOARD MINUTES - JAN 2019		150.00
	1/24/2019		2	650.00
TASC				
000028960	IN1438835	FSA ADMIN FEES - DEC 2018		131.34
	1/24/2019		1	131.34
ULTIMATE STAFFING SERVICES				
000028966	13668326	TEMP LABOR, HR, WE 11/25		1,677.12
000028966	13672815	TEMP LABOR, HR, WE 11/30		2,515.68
000028966	13675735	TEMP LABOR, HR, WE 12/09		2,795.20
000028966	13676924	TEMP LABOR, HR, WE 12/16		2,795.20
	1/24/2019		1	9,783.20
UNION BANK				
0146215	123119	OCT DEC BANK FEES		2,966.69
	1/25/2019		1	2,966.69
URBAN WATER INSTITUTE				
000028875	12212018	SPONSORSHIP		1,000.00
	1/18/2019		1	1,000.00
VISTA DEL VERDE LANDSCAPE				
000028972	31712	LANDSCAPE MAINT FEES-JAN 2019		3,006.00
	1/24/2019		1	3,006.00
VISION SERVICE PLAN - (CA)				
000028973	001016760001JAN19	JAN 2019 VISION INSURANCE		1,150.87
000028973	001016760001FEB1	FEB 2019 VISION INSURANCE		1,158.93
	9			
	1/24/2019		1	2,309.80
TOTAL DEPARTMENT EXPENSE			30	220,455.73

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DIRECTOR CHECKS				
FRED BOCKMILLER				
0145917	EXP010419	FAX/INTERNET REIMBURSEMENT		131.54
	1/9/2019		1	<u>131.54</u>
JAMES FISLER				
0145919	EXP112718	CONFERENCE REIMBURSEMENT		18.00
	1/23/2019		1	<u>18.00</u>
MARICE DEPASQUALE				
0145918	EXP122118	FAX/INTERNET REIMBURSEMENT		50.99
0145920	EXP011119	EXPENSE REIMBURSEMENT		1,785.91
	1/23/2019		2	<u>1,836.90</u>
TOTAL DIRECTOR CHECKS			4	1,986.44

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
EMPLOYEE CHECKS				
CARRIE FESILI				
000028919	915690	PAYROLL PPE 1/18/19		836.06
	1/24/2019		1	836.06
DUSTIN BURNSIDE				
0145916	EXP011419	CERTIFICATE REIMBURSEMENT		370.00
	1/9/2019		1	370.00
TOTAL EMPLOYEE CHECKS			2	1,206.06

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
FINANCIAL OBLIGATIONS				
US BANK				
000028970	5189630	2010 COPS ADMIN FEES		1,850.00
	1/24/2019		1	1,850.00
TOTAL FINANCIAL OBLIGATIONS			1	1,850.00

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GENERAL AND ADMINISTRATIVE				
RREG INVESTMENTS SERIES IO29, LLC				
000028894	CHEQ00099006973	06950101 Cheque Deposits 06950		49.12
1/24/2019			1	49.12
ROBERT FREEMAN				
000028806	CHEQ00099006950	05414200 Overpayment		135.44
1/4/2019			1	135.44
S & H CIVILWORKS				
000028895	CHEQ00099006979	20076800 Cheque Deposits 20076		751.00
1/24/2019			1	751.00
JAMES BUNNELL				
000028896	01072019	POOL COVER REBATE		50.00
1/24/2019			1	50.00
INA NORTHCUTT				
000028897	CHEQ00099006981	03229000 Cheque Deposits 03229		25.83
1/24/2019			1	25.83
ROBIN PAGE				
000028898	CHEQ00099006967	09614900 Overpayment		88.92
1/24/2019			1	88.92
SUZANNE CECCONI				
000028807	CHEQ00099006955	09106500 Cheque Deposits 09106		47.17
1/4/2019			1	47.17
CLAY STEVENS				
000028899	CHEQ00099006980	04917000 Cheque Deposits 04917		28.05
1/24/2019			1	28.05
TRACY ALLEN				
000028808	CHEQ00099006949	10216500 Cheque Deposits 10216		11.41
1/4/2019			1	11.41

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
PLANNED PARENTHOOD				
000028900	CHEQ00099006982	05906600 Cheque Deposits 05906		56.09
	1/24/2019		1	<u>56.09</u>
TIMOTHY J LUX				
000028901	CHEQ00099006972	07617100 Cheque Deposits 07617		194.24
	1/24/2019		1	<u>194.24</u>
TIM A LANKFORD				
000028809	CHEQ00099006964	06414800 Cheque Deposits 06414		118.04
	1/4/2019		1	<u>118.04</u>
DAVID DOYLE				
000028902	CHEQ00099006975	01224500 Overpayment		40.83
	1/24/2019		1	<u>40.83</u>
CHRISTOPHER L DENNIS				
000028810	CHEQ00099006952	07624101 Overpayment		86.48
	1/4/2019		1	<u>86.48</u>
WILLIAM L BEEMAN				
000028811	CHEQ00099006951	02902100 Overpayment		1,634.39
	1/4/2019		1	<u>1,634.39</u>
PRIMARY COLOR				
000028812	CHEQ00099006953	04704200 Cheque Deposits 04704		285.85
000028812	CHEQ00099006954	04704300 Cheque Deposits 04704		216.83
	1/4/2019		1	<u>502.68</u>
SOUTH COAST PLAZA				
000028903	CHEQ00099006971	30000769 Overpayment		29.33
	1/24/2019		1	<u>29.33</u>
ERIN LAVELLE				
000028813	CHEQ00099006958	30000543 Overpayment		24.02
	1/4/2019		1	<u>24.02</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NADAV ROZENBERG				
000028814	CHEQ00099006956	00616100 Cheque Deposits 00616		36.73
1/4/2019			1	<u>36.73</u>
CHRISTEN ST. CLAIR				
000028815	CHEQ00099006963	02700700 Overpayment		62.06
1/4/2019			1	<u>62.06</u>
PINE SMITH				
000028816	CHEQ00099006961	08217700 Overpayment		233.13
1/4/2019			1	<u>233.13</u>
1857 RHODES DRIVE TRUST				
000028904	CHEQ00099006977	08007800 Cheque Deposits 08007		20.82
1/24/2019			1	<u>20.82</u>
ERIC MISAJON				
000028905	CHEQ00099006978	04006900 Deposit Refund		165.73
1/24/2019			1	<u>165.73</u>
JASON GERRY				
000028906	CHEQ00099006968	06514400 Overpayment		17.28
1/24/2019			1	<u>17.28</u>
LAWRENCE CAVANAUGH				
000028817	CHEQ00099006962	06415000 Overpayment		65.60
1/4/2019			1	<u>65.60</u>
RENE SUAREZ				
000028907	CHEQ00099006976	30001204 Cheque Deposits 30001		38.86
1/24/2019			1	<u>38.86</u>
KATELIN JOURNIGAN				
000028908	CHEQ00099006966	00815100 Cheque Deposits 00815		49.12
1/24/2019			1	<u>49.12</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
SREESH IYENGAR				
000028818	CHEQ00099006960	30001379 Overpayment		74.72
	1/4/2019		1	<u>74.72</u>
VICTORIA BAYER				
000028819	CHEQ00099006957	30001273 Cheque Deposits 30001		349.48
	1/4/2019		1	<u>349.48</u>
KELLY MCCAN				
000028909	CHEQ00099006969	00711700 Overpayment		163.65
	1/24/2019		1	<u>163.65</u>
CAROLENA MORO				
000028910	CHEQ00099006970	30001324 Overpayment		61.67
	1/24/2019		1	<u>61.67</u>
MICHAEL ALDAMA				
000028820	CHEQ00099006959	03111500 Overpayment		34.21
	1/4/2019		1	<u>34.21</u>
AT&T MOBILITY				
000028840	87023041770X12282	WIRELESS COMM 11/21-12/20		1,312.47
	018			
	1/18/2019		1	<u>1,312.47</u>
ATKINSON, ANDELSON, LOYA, RUUD & ROMO				
000028915	555913	LEGAL SERVICES - OCT 2018		11,147.00
000028915	558399	LEGAL SERVICES - NOV 2018		7,116.98
000028915	560007	LEGAL SERVICES - DEC 2018		5,684.00
	1/24/2019		1	<u>23,947.98</u>
BEN'S ASPHALT				
000028916	7864R	M18-002B MW YARD PAVING		4,393.15
	1/24/2019		1	<u>4,393.15</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
BLUECOSMO SATELLITE COMMUNICATIONS				
000028842	BU01098068	SATELLITE PHONE SERVICE		85.96
	1/18/2019		1	<u>85.96</u>
BMC SOFTWARE INC.				
000028917	1322759	TRACK IT SOFTWARE SUPPORT		3,660.09
	1/24/2019		1	<u>3,660.09</u>
BSI EHS SERVICES AND SOLUTIONS				
000028843	49586	EHS SUPPORT SERVICES		6,200.00
000028918	49765	EHS SUPPORT SERVICES		3,200.00
	1/24/2019		2	<u>9,400.00</u>
CANON FINANCIAL SERVICES, INC.				
000028844	19519869	PRINTER EQUIPMENT LEASE/USAGE		4,741.78
	1/18/2019		1	<u>4,741.78</u>
CCS ORANGE COUNTY JANITORIAL INC.				
000028920	416822	JANITORIAL SERVICES - JAN 2019		2,900.00
	1/24/2019		1	<u>2,900.00</u>
DENNIS D ROCK CONSTRUCTION (1ST ALERT)				
000028847	18232	REPAIR GAS PUMP		1,050.00
	1/18/2019		1	<u>1,050.00</u>
EMPLOYEE RELATIONS INC				
000028925	84006	PRE-EMPLOYMENT VEHICLE REPORTS		15.70
	1/24/2019		1	<u>15.70</u>
ENTERPRISE FM TRUST				
000028849	FBN3630478	GM AUTO LEASE - JAN 2019		520.61
	1/18/2019		1	<u>520.61</u>
ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.				
000028850	93567106	ARCGIS MAINTENANCE RENEWAL		9,037.13
	1/18/2019		1	<u>9,037.13</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
F M THOMAS AIR CONDITIONING INC				
000028851	39366	REPAIR HVAC		295.00
	1/18/2019		1	295.00
FOLEY & MANSFIELD, P.L.L.P.				
000028929	2392855	LEGAL FEES - NOV 2018		1,410.00
000028929	2401326	LEGAL FEES - DEC 2018		780.00
	1/24/2019		1	2,190.00
FRONTIER COMMUNICATIONS				
000028852	17945DEC18	DDS LINE 12/13 - 1/12		108.36
000028852	0926JAN2019	949-650-0926 JAN 2019		1,114.87
	1/18/2019		1	1,223.23
FULL CIRCLE RECYCLING				
000028930	22069	PAPER RECYCLING - DEC 2018		89.00
	1/24/2019		1	89.00
HDR ENGINEERING INC				
000028827	1200160404	M19-103 PIPELINE INTEGRITY TEST		3,014.67
	1/4/2019		1	3,014.67
INFOSEND INC				
000028856	144690	CUSTOMER BILLING SERVICE		993.96
000028937	145073	CUSTOMER BILLING SERVICE		1,861.23
000028937	145263	CUSTOMER BILLING SERVICE		1,809.41
000028937	146212	CUSTOMER BILLING SERVICE		1,629.30
000028937	146444	CUSTOMER BILLING SERVICE		1,796.54
000028937	146616	CUSTOMER BILLING SERVICE		1,236.39
	1/24/2019		2	9,326.83
JOHN ROBINSON CONSULTING, INC.				
000028858	MW201502-39	PP39 WTR RESOURCE ASSIST		13,300.00
	1/18/2019		1	13,300.00
KLEEN KRAFT SERVICES				
000028859	0986235	UNIFORMS,MATS, & TOWELS		381.72

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000028859	0986889	UNIFORMS,MATS, & TOWELS		94.35
	1/18/2019		1	<u>476.07</u>
LANDS' END BUSINESS OUTFITTERS				
000028829	SIN6915603	SAMPLE SHIRTS		74.28
	1/4/2019		1	<u>74.28</u>
LOS ANGELES TIMES				
000028941	71466-122618	LA Times 01/01/19 - 05/01/19		180.27
	1/24/2019		1	<u>180.27</u>
LIEBERT CASSIDY WHITMORE				
000028830	1470374	PROFESSIONAL SERVICES-NOV 2018		735.00
	1/4/2019		1	<u>735.00</u>
LIFECOM, INC.				
000028861	2084480	CALIBRATE RKI EAGLE		65.00
000028861	2084479	CALIBRATE E15 - E156042		65.00
000028861	2084481	CALIBRATE- 9Z4070230		65.00
000028861	2084540	CALIBRATION- E086084		65.00
000028861	2084541	CALIBRATION- E156035		65.00
000028861	2084542	CALIBRATE TWO SENSORS		665.28
	1/18/2019		1	<u>990.28</u>
MORAN CONSULTING, INC.				
000028862	3395	CS ON-GOING SUPPORT		13,500.00
000028862	3413	QUARTERLY METRICS/CONSULT		17,125.00
000028862	3430	CONSULTANT TRAVEL EXPENSE		720.28
	1/18/2019		1	<u>31,345.28</u>
NEOPOST INC				
000028945	15601245	MAILING MACHINE SUPPLIES		217.64
	1/24/2019		1	<u>217.64</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NOACK AWARDS & ENGRAVING INC				
000028863	24890	PLAQUE		126.07
	1/18/2019		1	<u>126.07</u>
NOVATIME TECHNOLOGY INC				
000028946	PSI095724	MONTHLY FEE - TIME CARD NT		180.00
	1/24/2019		1	<u>180.00</u>
NATIONAL WATER RESEARCH INSTITUTE				
000028947	2019-04	SPONSORSHIP		5,000.00
	1/24/2019		1	<u>5,000.00</u>
OCEAN BLUE				
000028864	30860	ELEVATOR SHAFT PUMP OUT		3,922.00
	1/18/2019		1	<u>3,922.00</u>
OFFICIAL PAYMENTS CORPORATION				
000028950	3957261	ONLINE PAYMENT MAINT FEE		150.00
	1/24/2019		1	<u>150.00</u>
O'NEIL STORAGE #0481				
000028865	1812058	STORAGE 12/1 - 12/31		216.60
	1/18/2019		1	<u>216.60</u>
OSTS INC				
000028833	49540	FORKLIFT OPERATOR TRAINING		74.50
000028833	49639	FORKLIFT OPERATOR EVALUATION		165.00
000028866	49678	FORKLIFT OPERATOR TRAINING		1,395.00
	1/18/2019		2	<u>1,634.50</u>
PR TALENT				
000028868	412621	PUBLIC AFFAIRS PANELIST		2,800.00
	1/18/2019		1	<u>2,800.00</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
RAYNE WATER SYSTEMS				
000028952	30486JAN19	SOFT WATER SERVICE - JAN 2019		39.45
	1/24/2019		1	39.45
SOUTHERN CALIFORNIA WATER COMMITTEE, INC.				
000028955	1203	SPONSORSHIP		2,000.00
	1/24/2019		1	2,000.00
SECTRAN SECURITY INC				
000028957	19010882	WEEKLY BANK DEPOSITS-JAN 2019		205.46
	1/24/2019		1	205.46
STAFFING SOLUTIONS				
000028871	27124	TEMP LABOR CUST SVC 12/16/18		1,113.60
	1/18/2019		1	1,113.60
THEODORE ROBINS FORD				
000028961	C14322	AUTO REPAIRS & MAINTENANCE #29		232.14
000028961	C14597	AUTO REPAIRS & MAINTENANCE #28		597.33
000028961	C14983	AUTO REPAIRS & MAINTENANCE #53		922.69
	1/24/2019		1	1,752.16
TIME WARNER CABLE				
000028873	0012934122318	CABLE-DISTRICT,INTERNET-RES2		349.35
000028962	1048224010919	INTERNET - DISTRICT		2,114.00
	1/24/2019		2	2,463.35
TOTAL FUNDS BY HASLER				
000028963	5780DEC18	POSTAGE - DEC 2018		500.00
	1/24/2019		1	500.00
UNIVERSAL WASTE SYSTEMS, INC				
000028968	0000167743	WASTE REMOVAL - JAN 2019		87.00
	1/24/2019		1	87.00

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VERIZON WIRELESS				
000028876	9820461162	MOBILE INTERNET - 11/17-12/16		2,523.37
	1/18/2019		1	2,523.37
WASTE MANAGEMENT OF OC				
000028974	7941524-0149-1	ROLL OFF CONTAINER RENTAL OCT-DEC		1,104.00
000028974	0371842-2515-1	TR CONTAINER RENTAL - JAN 2019		780.78
	1/24/2019		1	1,884.78
WESTERN EXTERMINATOR COMPANY				
000028879	6541134	PEST CONTROL - MWRF		92.50
000028879	6543942	PEST CONTROL - DISTRICT		92.50
000028976	6700958	PEST CONTROL - DISTRICT		92.50
000028976	6700959	PEST CONTROL - MWRF		92.50
	1/24/2019		2	370.00
WHITE NELSON DIEHL EVANS LLP				
000028977	187121AA	FY19 CAFR PREPARATION		2,800.00
000028977	187565	FY18 AUDIT SERVICES		1,200.00
000028977	187565AA	FY18 CAFR PREPARATION		913.00
	1/24/2019		1	4,913.00
WISHON COMPANY INC				
000028978	8563	REMOVAL/CLEANING OF GLASS/WOOD		275.00
	1/24/2019		1	275.00
YORKE ENGINEERING, LLC				
000028881	17683	AQ & ES COMPLIANCE		613.00
	1/18/2019		1	613.00
ZUNO ENTERPRISES, INC				
000028837	1936	WEBSITE MAINTENANCE - OCT 2018		1,200.00
000028882	1945	WEBSITE MAINTENANCE - NOV 2018		2,040.00
	1/18/2019		2	3,240.00
TOTAL GENERAL AND ADMINISTRATIVE			87	165,777.86

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
RETIREE CHECKS				
ALAN COOK				
000028821	AC0119	JAN 2019 INSURANCE SUBSIDY		108.74
	1/4/2019		1	<u>108.74</u>
BRIAN HUNT				
000028823	BR0119	JAN 2019 INSURANCE SUBSIDY		3.00
	1/4/2019		1	<u>3.00</u>
COLEEN L MONTELEONE				
000028824	CM0119	JAN 2019 INSURANCE SUBSIDY		248.00
	1/4/2019		1	<u>248.00</u>
DIANA LEACH				
000028825	DL0119	JAN 2019 INSURANCE SUBSIDY		274.79
	1/4/2019		1	<u>274.79</u>
JOHN CERNEK				
000028828	JC0119	JAN 2019 INSURANCE SUBSIDY		70.00
	1/4/2019		1	<u>70.00</u>
LORI MULLER				
000028831	LM0119	JAN 2019 INSURANCE SUBSIDY		108.74
	1/4/2019		1	<u>108.74</u>
SCOTT PECA				
000028835	SP0119	JAN 2019 INSURANCE SUBSIDY		119.68
	1/4/2019		1	<u>119.68</u>
			7	932.95

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CHECK SIGNATURE EXEMPT				
SOUTHERN CALIFORNIA EDISON CO				
000028870	2236281499OCT18	ELECTRICITY - OCT 2018		5.46
000028870	2236281499	ELECTRICITY - NOV 2018		26,129.02
000028870	2236281499DEC18	ELECTRICITY - DEC 2018		6,801.75
1/18/2019			1	<u>32,936.23</u>
TOTAL CHECK SIGNATURE EXEMPT			1	32,936.23

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SUPPLY				
AIRGAS USA LLC				
000028911	9958939773	CYLINDER RENTAL		110.81
	1/24/2019		1	<u>110.81</u>
AUTOMOBILE CLUB OF SOUTHERN CALIFORNIA				
000028841	JAN19LEASE	WELL 8 LAND LEASE - JAN 2019		6,541.61
	1/18/2019		1	<u>6,541.61</u>
CULLIGAN OF SANTA ANA				
000028923	1115421	WATER SOFTENER - ANNUAL MAINT		543.13
	1/24/2019		1	<u>543.13</u>
MUNICIPAL WATER DISTRICT OF OC				
0146213	9710	WATER DELIVERY NOV		353,595.86
	1/10/2019		1	<u>353,595.86</u>
OCWD				
0146214	13119	JULY -DEC 18 RA		3,728,293.80
	1/28/2019		1	<u>3,728,293.80</u>
PACIFIC HYDROTECH CORPORATION				
000028891	28	M17-100 WELL AUTOMATION/REHAB		826,982.53
	1/24/2019		1	<u>826,982.53</u>
UNIVAR USA, INC.				
000028874	LA693261	SOD HYPO		1,468.81
000028874	LA693260	SOD HYPO		2,335.31
	1/18/2019		1	<u>3,804.12</u>
UNITED WATERWORKS INC.				
000028969	S100072790.001	WATER OPS PARTS		17,338.53
	1/24/2019		1	<u>17,338.53</u>
TOTAL WATER SUPPLY			8	<u>4,937,210.39</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SYSTEM				
EXPRESS PIPE & SUPPLY CO. INC				
000028926	S105430319.001	PIPE SUPPLIES		216.04
	1/24/2019		1	216.04
FERGUSON WATERWORKS				
000028928	0655443-2	WATER OPS SUPPLIES		1,960.19
	1/24/2019		1	1,960.19
IRVINE PIPE & SUPPLY				
000028857	899685	PIPE FITTINGS AND SUPPLIES		128.32
000028857	899730	PIPE FITTINGS AND SUPPLIES		200.76
000028857	899970	PIPE FITTINGS AND SUPPLIES		66.93
000028857	899774	PIPE FITTINGS AND SUPPLIES		587.35
000028939	899793	PIPE FITTINGS AND SUPPLIES		32.81
	1/24/2019		2	1,016.17
PRAXAIR DISTRIBUTION, INC.				
000028867	86742912	CYLINDER RENTAL - ACETYLENE		30.25
000028867	86810658	WELDING SUPPLIES		109.48
	1/18/2019		1	139.73
PRAXAIR				
000028951	86943665	CARBON DIOXIDE TANK RENTAL		2,164.70
	1/24/2019		1	2,164.70
SOUTH COAST A.Q.M.D.				
000028956	3384283	RENEWAL FEE: ICE EM ELEC GEN D		1,863.75
000028956	3386638	FY18/19 FLAT FEE EMISSIONS		131.79
	1/24/2019		1	1,995.54
STATE WATER RESOURCES CONTROL BOARD				
000028892	LW-1020526	WATER SYSTEM FEES		51,848.95
	1/24/2019		1	51,848.95

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
TAMORI DESIGNS				
000028872	1276	COURTESY NOTICE DOOR HANGERS		518.28
	1/18/2019		1	<u>518.28</u>
UNDERGROUND SERVICE ALERT/SC				
000028967	1220180424	UNDERGROUND SERVICE ALERT		404.35
	1/24/2019		1	<u>404.35</u>
VULCAN MATERIALS				
000028877	72053854	PAVING SUPPLIES		246.75
	1/18/2019		1	<u>246.75</u>
WEST COAST SAND & GRAVEL				
000028880	89422	FILL SAND		476.29
	1/18/2019		1	<u>476.29</u>
TOTAL WATER SYSTEM			12	60,986.99

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VARIOUS				
AMAZON BUSINESS				
000028822	16Y6-JVVX-X7CW	OFFICE SUPPLIES		6.60
000028822	1VLQ-YXCM-LDX4	OFFICE SUPPLIES		42.40
000028822	1CQ3-6KHW-MC3C	OFFICE SUPPLIES		15.51
000028838	1G4Q-HHGP-K6FC	OFFICE SUPPLIES		31.55
000028838	16PR-94FK-3XTJ	OFFICE SUPPLIES		8.23
000028838	13LT-YG9L-MVC9	OFFICE SUPPLIES		38.93
000028838	1DVC-H9F6-PGTL	OFFICE SUPPLIES		12.50
000028912	1DQ7-T6KC-FQ7F	OFFICE SUPPILES		13.67
000028912	143Y-LF77-CTMH	OFFICE SUPPILES		14.93
000028912	1PJ3-V4FL-TDDW	OFFICE SUPPILES		42.82
000028912	11P6-DWXP-1X4H	OFFICE SUPPILES		121.07
000028912	14XD-6VR7-GFRF	OFFICE SUPPILES		12.99
000028912	14XD-6VR7-9YKL	OFFICE SUPPILES		41.18
000028912	1YRD-M7PN-VTRT	OFFICE SUPPILES		31.70
000028912	1YRD-M7PN-W91V	OFFICE SUPPILES		94.40
000028912	1YCX-MHQN-NC1G	OFFICE SUPPILES		37.53
000028912	1L79-KP3Q-71CM	OFFICE SUPPILES		81.95
000028912	1L79-KP3Q-736T	OFFICE SUPPILES		10.80
000028912	1L79-KP3Q-7QKF	OFFICE SUPPILES		7.00
000028912	1XXJ-RRJD-HV7C	OFFICE SUPPILES		20.79
000028912	1L79-KP3Q-WCCW	OFFICE SUPPILES		13.32
000028912	1K39-HV3G-Q1JQ	OFFICE SUPPILES		51.99
	1/24/2019		3	751.86
AT&T				
000028914	000012410305	INTERNET - DISTRICT		1,671.74
000028914	000012411163	ACCT#9391061444 - DEC 2018		55.59
	1/24/2019		1	1,727.33
AT&T				
000028883	8315JAN19	714-241-8315 JAN19		492.83
000028884	9337JAN19	714-435-9337 JAN19		1,311.15
000028885	3044JAN19	949-574-3044 JAN19		1,859.72
000028886	3066JAN19	DIST FAX 960-350-3066JAN19		3,677.05
000028887	8883JAN19	949-631-8883 JAN19		267.09

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
	1/18/2019		5	7,607.84
CAROLLO ENGINEERS				
000028845	0172699	M17-100 WELL AUTO & REHAB		23,698.30
	1/18/2019		1	23,698.30
COSTA MESA BOYS BASEBALL BOOSTERS INC.				
000028921	1002	SPONSORSHIP		500.00
	1/24/2019		1	500.00
CROWN ACE HARDWARE				
000028846	047320	SUPPLIES		17.78
	1/18/2019		1	17.78
DOUG GIFFORD PHOTOGRAPHY				
000028924	DG MWD121318.001.IN V	PHOTOGRAPHY SERVICES		500.00
	1/24/2019		1	500.00
EMISSION COMPLIANT CONTROLS CORP				
000028848	PS04421	REPAIR ENGINE 4		928.70
	1/18/2019		1	928.70
FEDERAL EXPRESS CORPORATION				
000028927	6-399-13398	MISC SHIPPING		102.63
	1/24/2019		1	102.63
GRAINGER				
000028931	9035716308	SAFETY TOOLS & EQUIPMENT		1,010.84
000028931	9036399385	SAFETY TOOLS & EQUIPMENT		532.21
000028931	9036749597	SAFETY TOOLS & EQUIPMENT		375.14
000028931	9037648160	SAFETY TOOLS & EQUIPMENT		79.48
	1/24/2019		1	1,997.67
HACH COMPANY				
000028889	11254581	WATER QUALITY SUPPLIES		72,901.00
000028889	11274128	WATER QUALITY SUPPLIES		215.59
000028889	11275345	WATER QUALITY SUPPLIES		7,083.68

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000028889	11277134	WATER QUALITY SUPPLIES		54.28
	1/24/2019		1	<u>80,254.55</u>
HELPMATES STAFFING SERVICES				
000028853	877884	TEMP LABOR CUST SVC WEEK 12/9		1,798.00
000028853	877968	TEMP LABOR CUST SVC WEEK 12/16		1,966.58
000028853	878106	TEMP LABOR CUST SVC WEEK 12/23		1,798.00
000028933	878221	TEMP LABOR,CUST SVC, WE 12/30		1,078.80
	1/24/2019		2	<u>6,641.38</u>
THE HOME DEPOT COMMERCIAL ACCT				
000028854	5032715	SUPPLIES		8.41
000028854	5042786	SUPPLIES		21.27
000028854	22749	SUPPLIES		30.55
000028854	9022936	SUPPLIES		9.96
000028854	4306951	SUPPLIES		36.29
000028854	7011045	SUPPLIES		30.54
	1/18/2019		1	<u>137.02</u>
HRCHITECT				
000028855	2018-1180	CONSULTANT		131.25
000028935	2019-0037	M18-110 HRIS SYSTEM CONSULTING		1,837.50
000028935	2019-0092	M18-110 HRIS SYSTEM CONSULTING		481.25
	1/24/2019		2	<u>2,450.00</u>
JETT CONSTRUCTION MANAGEMENT LLC				
000028940	18-001-04	M17-106 HVAC CONST MANAGEMENT		10,325.00
000028940	18-004-03	M19-006 CONSTRUCTION MANAGMENT		7,000.00
	1/24/2019		1	<u>17,325.00</u>
LEWIS CONSULTING GROUP				
000028860	2018-186	GOV'T RELATIONS SERVICES		4,000.00
	1/18/2019		1	<u>4,000.00</u>

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
MEYERS NAVE				
000028942	2018110469	E200-0001 MATTER 1893.003		6,217.92
	1/24/2019		1	6,217.92
MONTROSE AIR QUALITY SERVICES LLC				
000028943	INV1146035	TESTO CALIBRATIONS		800.00
	1/24/2019		1	800.00
MARVAC ELECTRONICS INC				
000028944	5061480	ELECTRICAL PARTS & SUPPLIES		14.55
	1/24/2019		1	14.55
PROCRETE RESOURCES INC				
000028834	41433	PUMP REPAIR		378.27
000028834	41432	PUMP REPAIR		169.18
	1/4/2019		1	547.45
RUTAN & TUCKER, LLP				
000028954	827724	SPECIAL LEGAL COUNSEL		60.00
	1/24/2019		1	60.00
SOUTHERN CALIFORNIA GAS CO				
000028869	0520079900 DEC18	NATURAL GAS RES 2 DEC 2018		3,143.27
000028869	0894081300DEC201 8	NATURAL GAS RES 1 DEC 2018		1,112.51
000028869	0852081300DEC18	NATURAL GAS DISTRICT DEC 2018		162.77
000028869	05060829008DEC18	NATURAL GAS,WELL 5, DEC 2018		15,923.02
	1/18/2019		1	20,341.57
SIGN DEPOT				
000028959	8582	EMP NAME PLATES		96.98
	1/24/2019		1	96.98
TRUSSELL TECHNOLOGIES INC				
000028964	5471	M18-116 DISINFECTION CONV STUDY		16,860.31
	1/24/2019		1	16,860.31

ACCOUNTS PAID LISTING

FROM 1/1/2019 TO 1/31/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
TYCO/ JOHNSON CONTROLS				
000028965	10432303	QUARTERLY SECURITY SERVICE		7,509.70
	1/24/2019		1	7,509.70
VFS FIRE & SECURITY SERVICES				
000028971	4241493	FIRE SPRINKLER SYSTEM TESTING		800.00
000028971	4245354	FIRE SPRINKLER SYSTEM TESTING		600.00
	1/24/2019		1	1,400.00
WECK ANALYTICAL ENVIRONMENTAL SERVICES INC.				
000028878	70299	WATER QUALITY ANALYSIS		5,976.50
000028975	70315	WATER QUALITY ANALYSIS		1,942.50
	1/24/2019		2	7,919.00
TOTAL VARIOUS			36	210,407.54
GRAND TOTAL			190	5,820,706.36



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: February 21, 2019
SUBJECT: Monthly Financial Reports

RECOMMENDATION

This item is provided for information only.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

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

FINANCIAL IMPACT

None.

ATTACHMENTS

None.



FINANCE COMMITTEE

Major Staff Projects

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



COMMITTEE POLICY & RESOLUTION REVIEW

FINANCE COMMITTEE

Policy Assignments for 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Designated Funds - Financial Policies and Guidelines in Establishing Rates	1443	03/15/14	Review at least once every 5 years * Scheduled for the 03/21/19 meeting	03/15/14
Miscellaneous Water Services, Fees, and Charges	1423	10/23/12	Review at least annually * Scheduled for the 04/18/19 meeting	10/23/12
Travel and Business Expense Reimbursement	1467	11/16/15	Review and update as needed * Scheduled for the 05/16/19 meeting	3/20/17
Auditors, Policy to Solicit Proposals for Outside Services	1501	06/08/17	Review and update as needed	06/08/17
Capacity Charges	1449	08/14/14	Review and update as needed	08/14/14
Disposal of Surplus Property	1513	06/21/18	Review and update as needed	06/21/18
Identity Theft Prevention Program	1372	03/24/09	Review and update as needed	03/24/09
Procurement Guidelines/ Disbursement Guidelines	1508	01/18/18	Review and update as needed	01/18/18
Investment Policy and Delegation of Authority	1506	12/14/17	Review and update as needed	12/20/18



Dedicated to
Satisfying our Community's
Water Needs

MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: February 21, 2019
SUBJECT: Fiscal Year 2019 Second Quarter Financial Update

RECOMMENDATION

This item is provided for information only.

STRATEGIC PLAN

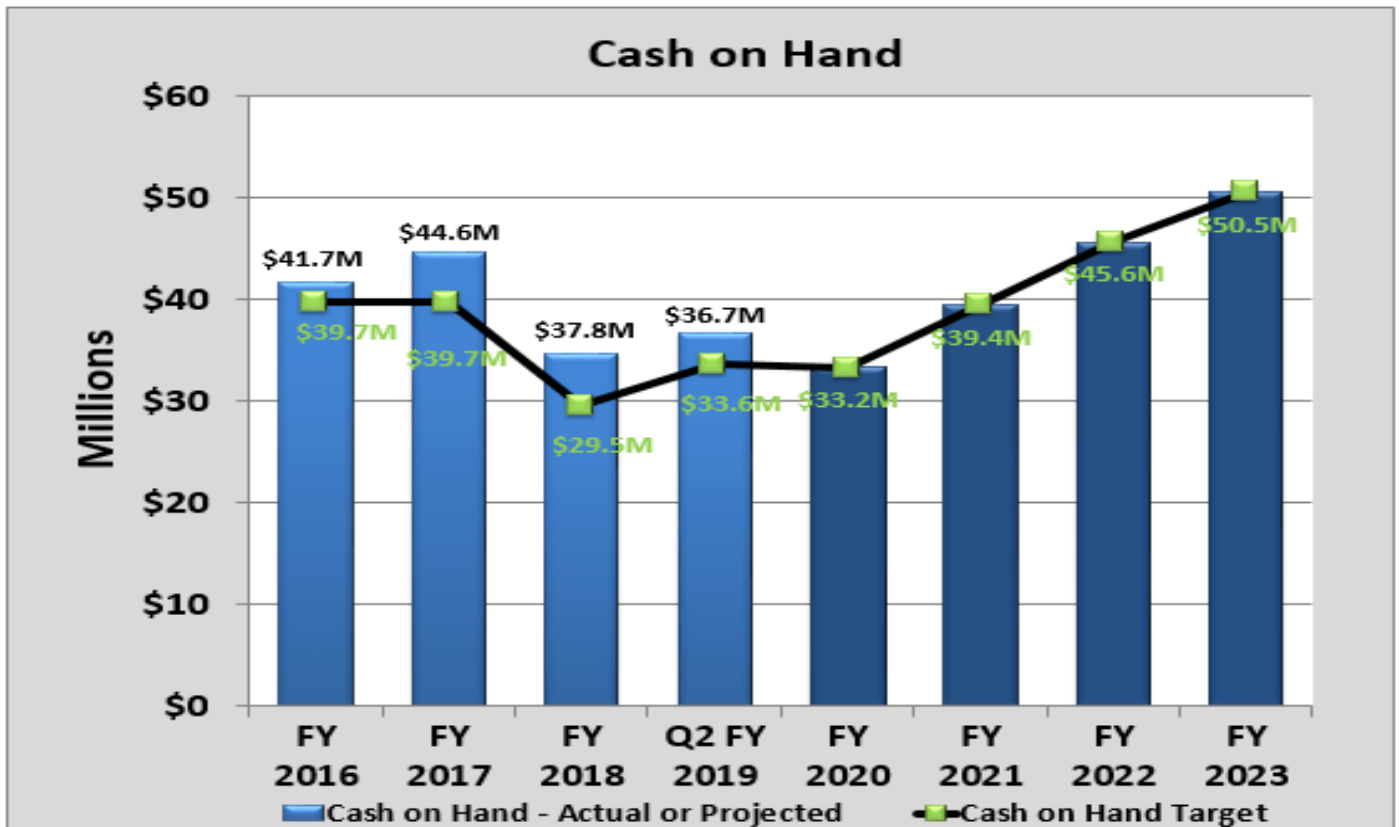
- Goal #1: Provide a safe, abundant, and reliable water supply.
- Goal #2: Practice perpetual infrastructure renewal and improvement.
- Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At its May 3, 2018 meeting, the Board of Directors (Board) approved the Fiscal Year (FY) 2019 Budget.

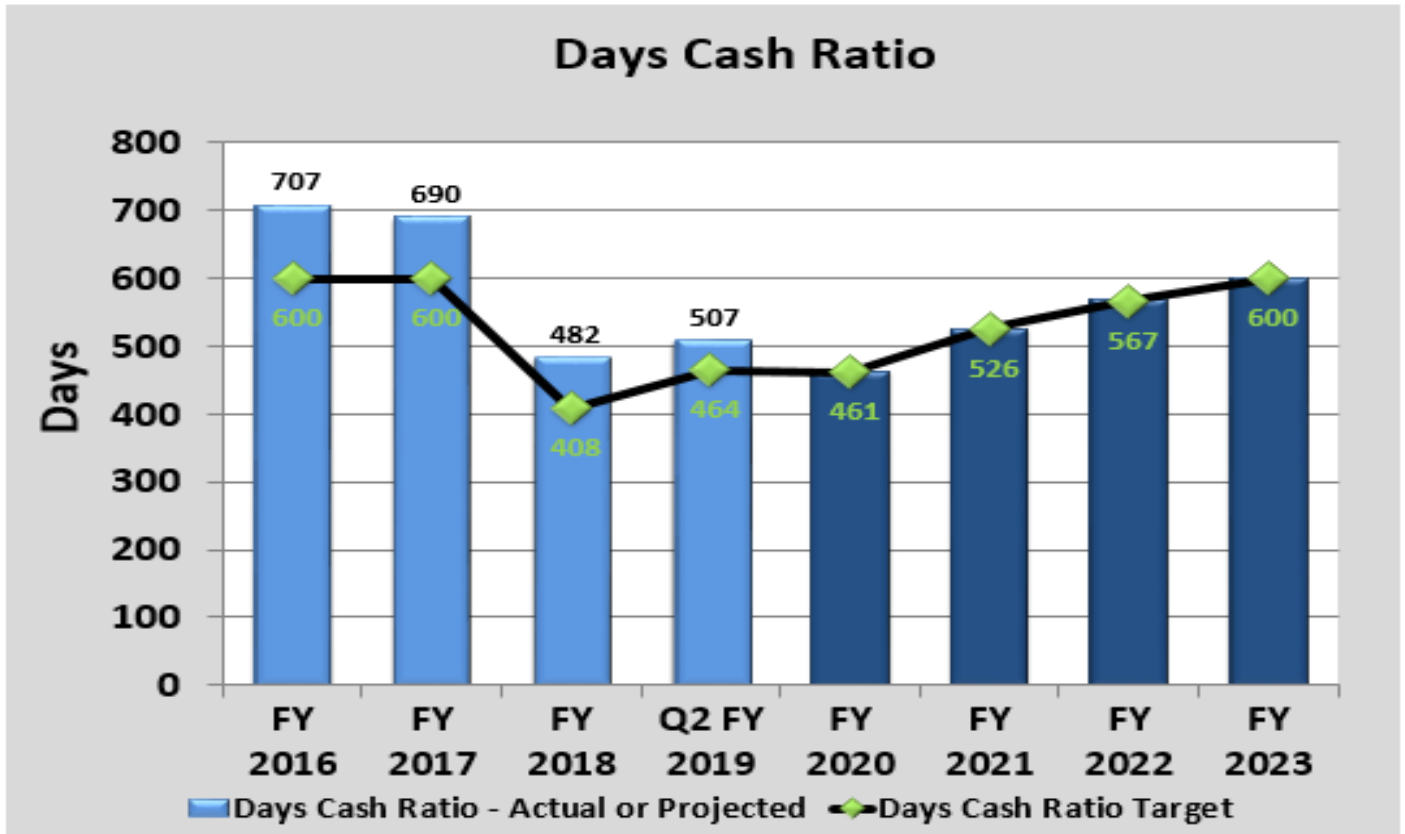
DISCUSSION

Through the second quarter of FY 2019, Cash on Hand totaled \$36,710,800. As a result, Cash on Hand of \$36,710,000 exceeds the budgeted year-end cash balance of \$33,600,000.





Additionally, 507 Days Cash exceeds the budgeted Days Cash estimate of 464 days at year end by 43 days.



The Current Debt Coverage ratio is projected to be 182%, which exceeds both the requirement for the 2017 Revenue Certificates of Participation (COPs) and the Designated Funds Policy. The Debt Coverage ratio goal of the Board is 130% and was established in the Designated Funds Policy.

Water production is up year-to-date 2.6% and corresponds with a similar increase in water revenue through the first six months of FY 2019.

The mix of water production between clear and amber water has varied due to the Mesa Water Reliability Facility being offline for the month of December, and the work being completed on various well automation projects.

This mix is shown in the table below:



	Acre Feet		Variance
	Budgeted	Actual	
Clear Water	5,126	5,194	(68)
Amber Water	2,550	2,828	(278)
Basin Managed (CPTP) Water	1,000	879	121
In-Lieu Water	-	-	-
Total	8,676	5,055	(225)

Clear and amber water costs have a combined favorable variance of \$83,300 due to utility costs being lower than budgeted through six months.

Total operating revenues year-to-date have a favorable balance of \$280,403 or approximately 1.48%. This is mainly due to higher than expected water sales. Additionally, total operating expenses through the second quarter have a favorable balance of \$1,174,998 or 8.7%. This is predominately a result of lower than budgeted general and administrative expenses year-to-date. As a result, operating income through December 31, 2018 has a favorable balance of \$1,430,399 or 51%.

In addition, non-operating expenses through the second quarter of FY 2019 have an unfavorable balance of \$779,900 mostly due to investment earnings underperforming.

Overall, the Change in Net Position has a favorable balance of \$720,650 or 28% through December 31, 2018.

ATTACHMENTS

Attachment A: Statement of Revenues, Expenses, and Changes in Net Position for the Six Months Ended 12/31/2018



Statement of Revenues, Expenses, and Changes in Net Position For the Six Months Ended 12/31/2018

	FY2019 YTD BUDGET	FY2019 YTD ACTUAL	Variance
OPERATING REVENUES:			
Water consumption sales	\$ 13,816,200	\$ 14,520,707	\$ 704,507
Monthly meter service charge	3,808,516	3,594,290	(214,226)
Recycled water sales	675,613	603,891	(71,722)
Concession from governmental agencies (CPTP)	429,500	374,095	(55,406)
Other charges and services	229,004	146,254	(82,750)
TOTAL OPERATING REVENUES	18,958,833	19,239,236	280,403
OPERATING EXPENSES:			
Imported sources of supply	199,716	187,736	11,980
Basin managed water	1,015,000	892,287	122,714
Clear water cost	3,053,878	2,816,332	237,546
Amber water cost	1,973,680	2,127,910	(154,230)
Recycled water	502,800	473,235	29,565
Transmission and distribution	2,453,551	2,165,451	288,100
General and administrative	4,294,869	3,655,544	639,325
TOTAL OPERATING EXPENSES	13,493,494	12,318,496	1,174,998
OPERATING INCOME BEFORE DEPRECIATION AND AMORTIZATION:	5,465,339	6,920,740	1,455,401
Depreciation and amortization	(2,674,998)	(2,700,000)	(25,002)
OPERATING INCOME (LOSS)	2,790,341	4,220,740	1,430,399
NONOPERATING REVENUES / (EXPENSES):			
Investment earnings	212,481	(556,865)	(769,346)
Interest expense - long term debt	(399,286)	(491,752)	(92,466)
Loss on sale/disposition of capital assets, net	(18,000)	-	18,000
Impairment of capital assets & termination of lease	-	-	-
Other non-operating, net	(24,998)	38,918	63,916
NONOPERATING REVENUES / (EXPENSES)	(229,803)	(1,009,699)	(779,896)
INCOME BEFORE CAPITAL CONTRIBUTIONS	2,560,538	3,211,041	650,503
CAPITAL CONTRIBUTIONS:			
Capacity and installation charges	-	(346,911)	(346,911)
Capital Grant (includes LRP)	-	417,062	417,062
Developers and others	-	-	-
TOTAL CAPITAL CONTRIBUTIONS	-	70,151	70,151
CHANGE IN NET POSITION	\$ 2,560,538	\$ 3,281,192	\$ 720,654



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MEMORANDUM

TO: Finance Committee
FROM: Phil Lauri, P.E., Assistant General Manager
DATE: February 21, 2019
SUBJECT: Administration Building Improvements & HVAC Replacement Project

RECOMMENDATION

This item is provided for information.

STRATEGIC PLAN

Goal #2: Practice perpetual infrastructure renewal and improvement.

PRIOR BOARD ACTION/DISCUSSION

On November 24, 2015 a contract was signed with Goss Engineering, Inc. (GEI) to perform a heating, ventilation, and air conditioning (HVAC) system building analysis.

At its August 11, 2016 meeting, the Board of Directors (Board) awarded a contract to GEI for \$72,620 and a 10% contingency for a not to exceed amount of \$79,882 to perform design of a new HVAC system for the Administration and Operation Buildings.

At its June 20, 2017 meeting, the Engineering and Operations (E&O) Committee received an information item that a Request for Proposals was being solicited.

At its September 14, 2017 meeting, the Board approved a contract amendment to GEI in the amount of \$52,467 to provide design and documentation for a new roof and skylight on the Administration and Operations Buildings as part of the HVAC Systems Design Project, and authorized execution of the contract amendment.

At its December 19, 2017 meeting, the E&O Committee received an information item that GEI had completed the design drawings, specifications, and contract documents.

At its October 11, 2018 meeting, the Board awarded a contract to Jett Construction Management, LLC in the amount of \$134,582 and a 10% contingency for a not to exceed amount of \$148,040 to provide Construction Management Services for the Administration Building and HVAC Improvements Project, and authorized execution of the contract.

At its October 22, 2018 meeting, the Legislative and Public Affairs Committee rejected all bids for the Administration Building and HVAC Improvements Project; and authorized the General Manager, or his designees, to negotiate with one or more contractors to complete the project, and bring the negotiated contract back to the Board for approval.

At its November 8, 2018 meeting, the Board awarded a contract to Snyder Langston Construction Company for \$2,628,949 and a 10% contingency for a not to exceed amount of \$2,891,844 to perform construction of the Administration Building Improvements and HVAC Replacement and Phase IV Office Remodel (Administration Building 2nd Floor) and authorized the execution of the contract; awarded a contract to Snyder Langston Construction Company for \$217,950 and a 10%



contingency for a not to exceed amount of \$239,745 to perform repairs to the Operations Building and authorized execution of the contract; and approved a contract amendment to Jett Construction Management, LLC for \$24,850 for an amended contract amount of \$159,432 and a 10% contingency for a not to exceed amount of \$175,375 to provide Construction Management Services for the Operations Building Repair Project and authorized execution of the amendment.

At its January 10, 2019 meeting, the Board directed staff to agendaize the Boardroom refurbishment and maintenance options at the next Finance Committee meeting.

At its January 17, 2019 meeting, the Finance Committee authorized contract change orders for a total amount not to exceed \$750,000 with Snyder Langston Construction Company, IBI Group, and Jett Construction Management, LLC to provide services related to the Administration Building Improvements and HVAC Replacement.

BACKGROUND

Mesa Water District (Mesa Water®) recently awarded a contract to Snyder Langston to replace the end-of-life HVAC system and roof membrane system at its District Headquarters for both the Administration and Operations Buildings. Snyder Langston's contract award also included the repair of the Operations Building interior offices that were damaged from a broken waterline in October 2018 along with the refurbishment of the upstairs Administration Building offices. To comprehensively complete the District Headquarter refurbishment and to leverage economies of scale of the ongoing work, staff was directed on January 10, 2019 to agendaize the Boardroom refurbishment and maintenance options at the next Finance Committee meeting.

At the January 17, 2019 Finance Committee meeting, the Board approved a contract change order in the amount of \$750,000 to the Snyder Langston contract and support design contracts to provide design and refurbishment/maintenance services for the Boardroom.

DISCUSSION

Staff requested guidance from IBI Group and Sound Image Company on available refurbishment options that minimize the overall cost impacts and provide consistency with the refurbishment standards that have occurred throughout the rest of the District Headquarters' buildings. The conceptual design will be presented to the Board at the meeting.

FINANCIAL IMPACT

In Fiscal Year 2019, \$1,808,000 is budgeted for the Administration Building and HVAC Improvements Project.



	<u>Project Estimate Amounts</u>	<u>Project Cost Amounts</u>
Initial Project Estimate (FY 2018)	\$ 970,000	
Original Contracts		
1. GEI		\$ 102,600
- Change Orders		\$ 52,467
2. Jett Construction Management		\$ 134,582
- Change Orders		\$ 0
3. Snyder Langston (Building Improvements & HVAC Replacement		\$ \$2,628,949
4. Snyder Langston (Operations Building Repair		\$ 217,950
5. Boardroom Refurbishment		\$ 750,000
6. Jett Construction Management Amendment		\$ 24,850
7. Total Contracts		<u>\$ 3,911,398</u>
Actual Spent to Date		\$ 265,964
Revised Project Estimate	\$3,911,398	

ATTACHMENTS

None.



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: February 21, 2019
SUBJECT: Pension & Other Post-Employment Benefits Trust Annual Update

RECOMMENDATION

Receive the presentation.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

At its April 10, 2014 meeting, the Board of Directors (Board) approved the selection of Public Agency Retirement Services (PARS) as a third party Other Post-Employment Benefits (OPEB) Trust provider and funded the trust with annual \$250,000 contributions over four years.

At its June 16, 2014 meeting, the Finance Committee directed staff to invest \$150,000 by June 30, 2014 into the OPEB Trust and the remaining \$100,000 within the succeeding three months.

At its July 10, 2014 meeting, the Board approved an investment strategy of Capital Appreciation and selection of an Active Portfolio Management Strategy for Mesa Water's OPEB Trust.

At its April 17, 2017 meeting, the Finance Committee received an update on the OPEB Trust performance and Pension Stabilization Fund.

At its June 8, 2017 meeting, the Board adopted Resolution No. 1499 Adoption of the Public Agencies Post-Employment Benefits Trust Administered by PARS; Appointed the District Treasurer as Mesa Water's Plan Administrator; Authorized the Plan Administrator to execute an Agreement for Administrative Services and other documents necessary to implement and administer the Public Agencies Post-Employment Benefits Trust (Program); and Authorized the Plan Administrator to move assets currently in the Public Agencies Post-Retirement Health Care Plan Trust to the OPEB Account established in the name of the Mesa Water District under the Public Agencies Post-Employment Benefits Trust.

DISCUSSION

Mesa Water at the direction of the Board of Directors established an Other Post-Employment Benefits (OPEB) Trust and Pension Rate Stabilization Trust in order to set aside the funds necessary to pay for future OPEB and Pension liability payments. This decision has significantly reduced the District's OPEB liability and eliminated the District's Pension liability.

- The OPEB Trust was funded with \$1,000,000. This investment has seen compounded returns over three years of 24.3% or approximately 8.1% per year.
- The Pension Trust was funded with \$13,000,000. The investment has seen a return of approximately 7.96% in the first year.
- The result of these short-term returns is an increase of \$518,819 in earnings within the



OPEB and Pension Trust. These earnings improve the District's ability to pay down its liabilities.

The OPEB trust to pre-fund Other Post-Employment Benefits was established in June 2014.

- Since it was established, the District, has funded the OPEB Trust with \$1,000,000 over four fiscal years.
- These funds have grown through the investment in the Capital Appreciation HighMark Plus investment account to \$1,228,556 as of January 31, 2019 (Attachment A).
- The total OPEB liability as of June 30, 2018 is \$1,815,878, resulting in a Net OPEB Liability of \$587,322 as of January 31, 2019.

The Defined Benefit Pension Plan trust to pre-fund Pension Liability was established in June 2017.

- Since it was established, the District, with direction from the Board of Directors, has funded the Pension Trust with \$13,000,000 in \$1 million increments over thirteen months.
- These funds have grown through the investment in the Capital Appreciation HighMark Plus investment account over 18 months to \$13,195,778.
- In August 2018, Mesa Water distributed \$531,042 to pay CalPERS the annual pension payment bringing the balance to \$12,664,736 as of January 31, 2019 (Attachment A).
- The total Defined Benefit Pension Plan liability as of June 30, 2018 is \$10,633,962, resulting in a Net Pension Plan Asset of \$2,030,774 as of January 31, 2019.

FINANCIAL IMPACT

Increased potential investment returns for long-term reductions in the District's pension expense and pension liability.

ATTACHMENTS

Attachment A: PARS OPEB and Pension Trust Contributions and Earnings Detail

PARS OPEB AND PENSION TRUST CONTRIBUTIONS AND EARNINGS DETAIL

PARS OPEB TRUST

Date	Beginning Balance	Contributions	Disbursements	Investment Gain (Loss)	PARS Expenses	Ending Balance	1 Year Return	
							PARS ¹	CALPERS ²
6/30/2014	-	150,000	-	0	-	150,000	N/A	18.40%
6/30/2015	150,000	350,000	-	14,385	(4,359)	510,025	5.66%	2.40%
6/30/2016	510,025	250,000	-	(3,104)	(5,072)	751,849	-1.70%	0.60%
6/30/2017	751,849	250,000	-	135,762	(6,367)	1,131,243	15.56%	11.20%
6/30/2018	1,131,243	-	-	113,337	(6,991)	1,237,589	10.05%	8.60%
1/31/2019	1,237,589	-	-	(5,395)	(3,637)	1,228,556	N/A	N/A
		1,000,000	-	254,983	(26,427)			

¹ Source: PARS Statements, return stated net of PARS expenses.

² Source: CALPERS Website, return stated net of expenses.

PARS PENSION TRUST

Date	Beginning Balance	Contributions	Disbursements	Investment Gain (Loss)	PARS Expenses	Ending Balance	1 Year Return	
							PARS ¹	CALPERS ²
6/30/2018	-	12,000,000	-	308,740	(30,617)	12,278,123	7.96%	8.60%
1/31/2019	12,278,123	1,000,000	(531,042)	(44,904)	(37,440)	12,664,736	N/A	N/A
		13,000,000	(531,042)	263,836	(68,057)			

¹ Source: PARS Statements, return stated net of PARS expenses.

² Source: CALPERS Website, return stated net of expenses.

REPORTS:

8. REPORT OF THE GENERAL MANAGER:

REPORTS:

9. DIRECTORS' REPORTS AND COMMENTS:



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: February 21, 2019
SUBJECT: Claim of David Tiziani

RECOMMENDATION

This item is provided for information only.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

On February 1, 2019, Mesa Water District (Mesa Water®) staff - driving a District vehicle - accidentally hit the driver's side mirror of a parked car. While making a left turn, the side bin on the passenger side of the Mesa Water truck unlatched and hit the side mirror of Mr. David Tiziani's parked car. Mr. Tiziani received a quote to repair the mirror that totaled \$225.71.

Staff consulted ACWA/JPIA regarding the claim and was advised that, since the claim was related to a minor car accident, the District should handle the claim in house.

After consultation with ACWA/JPIA and Legal Counsel, Mesa Water staff settled the claim in question in the amount of \$225.71. The claim was paid and a California Release form was signed by Mr. Tiziani on February 6, 2019.

FINANCIAL IMPACT

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

ATTACHMENTS

Attachment A: Driver's Report of Accident
Attachment B: Accident Investigation Report
Attachment C: California Release
Attachment D: Preliminary Estimate

ACWA/JOINT POWERS INSURANCE AUTHORITY

P.O. Box 619082, Roseville, California 95661-9082 ***(800) 231-5742 *** fax (916) 774-7040

DRIVER'S REPORT OF ACCIDENT

Agency Name: [REDACTED] <i>Mesa Water Dist.</i>	
Location of Accident: [REDACTED]	Accident Date: <i>2-1-19</i> Time: <i>12:00</i> <input checked="" type="radio"/> AM <input type="radio"/> PM
Road Conditions: <i>clear good</i>	Weather Conditions: <i>clear/dry</i>
Direction of Travel of Your Vehicle: <i>west</i>	Speed: <i>15</i>
Direction of Travel of Other Vehicle: <i>parked</i>	Speed:
Police Report Taken? Yes / <input checked="" type="radio"/> No Police Department:	Report No.:
Name of Police Officer:	Badge No.:
YOUR VEHICLE (VEHICLE #1)	
Year, Make, Model: <i>2006 F450 Ford</i>	
Vehicle ID Number (VIN):	License Plate No.:
Driver: [REDACTED]	Driver License No.:
Address, City, State:	Home Phone No.:
Department:	Job Title:
	Supervisor:
Damage to your Vehicle:	
OTHER VEHICLE (VEHICLE #2)	
Driver:	Driver License No.: [REDACTED]
Address, City, State:	Home Phone No.: [REDACTED]
Year, Make, Model: <i>2004 silverado chevrolet</i>	
License Plate No.: [REDACTED]	State: <i>CA</i>
Insurance Company:	Policy Number: [REDACTED]
Insurance Broker Name:	Phone No.: [REDACTED]
Damage to Other Vehicle: <i>drivers mirror</i>	
Owner Name: [REDACTED]	Phone No.: [REDACTED]
Address, City, State: [REDACTED]	
OTHER VEHICLE (VEHICLE #3)	
Driver: <i>[REDACTED]</i>	Driver License No.:
Address, City, State:	Home Phone No.:
Year, Make, Model:	
License Plate No.:	State:
Insurance Company:	Policy Number:
Insurance Broker Name:	Phone No.:
Damage to Other Vehicle:	
Owner Name:	Phone No.:
Address, City, State:	



EMPLOYEE/SUPERVISOR ACCIDENT INVESTIGATION REPORT

EMPLOYEE COMPLETE ALL APPLICABLE SECTIONS ON THIS SIDE OF FORM

DATE OF ACCIDENT: <i>2-1-19</i>	LOCATION:
TIME OF ACCIDENT: <i>12 pm</i>	

COMPLETE IF SOMEONE IS INJURED

INJURED PERSON'S NAME	ADDRESS	PHONE NO.	INJURY	AGE
<i>N/A</i>				

COMPLETE IF A DISTRICT CAR OR EQUIPMENT IS INVOLVED (ATTACH DRIVER'S REPORT OF ACCIDENT AND DMV TRAFFIC ACCIDENT REPORT)

VEH. NO. <i>26</i>	YEAR <i>2006</i>	MAKE <i>F-450</i>	MODEL <i>Ford</i>	OWNER <i>Mesa Water Dist.</i>
EMPLOYEE OR DRIVER	ADDRESS	AGE	PHONE NO.	
PURPOSE OF USE <i>daily work assignment</i>			USED WITH PERMISSION <input checked="" type="checkbox"/> YES () NO	

COMPLETE IF OTHER PROPERTY IS DAMAGED

OWNER	ADDRESS	PHONE NO.		
OTHER DRIVER	ADDRESS	PHONE NO.		
DESCRIBE PROPERTY	YEAR <i>2004</i>	MAKE <i>Chevy</i>	LIC. NO. 	DESCRIBE DAMAGE <i>driverside mirror</i>

COMPLETE FOR ALL ACCIDENTS

DESCRIBE INCIDENT- STATE FACTUAL POINTS ONLY. DO NOT GIVE OPINIONS AS TO FAULT, NEGLIGENCE OR LIABILITY.

bin door on passenger side open during a left turn then struck mirror on the truck, parked on side of road.

WEATHER CONDITIONS: SUNNY () RAINY () OVERCAST () WINDY DESCRIBE:

WITNESS NAME	ADDRESS	PHONE NO.

EMPLOYEE SIGNATURE	DATE
	<i>2-1-19</i>

SUPERVISOR COMPLETE ALL SECTIONS ON THIS SIDE OF FORM

ACCIDENT TYPE

INJURY <input type="checkbox"/> FALL FROM ELEVATION <input type="checkbox"/> FALL SAME LEVEL <input type="checkbox"/> STRUCK BY <input type="checkbox"/> CAUGHT IN, UNDER, OR BETWEEN <input type="checkbox"/> OVEREXERTION <input type="checkbox"/> PUSH/PULL <input type="checkbox"/> LIFT/LOWER <input type="checkbox"/> CARRY/HOLD	INJURY (CONT.) <input type="checkbox"/> CUMULATIVE TRAUMA DISORDER <input type="checkbox"/> ELECTRICAL CONTACT <input type="checkbox"/> FUMES, DUST, GAS, CAUSTICS, NOISE, ETC. <input type="checkbox"/> MOTOR VEHICLE <input type="checkbox"/> OTHER (DESCRIBE)	PROPERTY DAMAGE <input type="checkbox"/> FIRE OR EXPLOSION <input type="checkbox"/> COLLAPSE <input type="checkbox"/> RUPTURE OR BURSTING <input checked="" type="checkbox"/> COLLISION OR OVERTURN <input type="checkbox"/> OTHER (DESCRIBE)
---	--	---

ACCIDENT CAUSE ANALYSIS

ENVIRONMENTAL <input type="checkbox"/> INADEQUATE SAFEGUARDS LACK OF HANDLING OR SAFETY DEVICES; UNSAFE DESIGN; UNGUARDED MACHINERY; LACK OF SAFE WORK <input type="checkbox"/> IMPROPER OR DEFECTIVE EQUIPMENT POORLY MAINTAINED, BROKEN, CRACKED, ROUGH, SLIPPERY, WORN EQUIPMENT, INAPPROPRIATE PERSONAL PROTECTIVE EQUIPMENT <input type="checkbox"/> LOCATION HAZARDS POOR LAYOUT; CONGESTION; INSUFFICIENT SPACE FOR STORAGE; POOR LIGHTING, TIGHT AREA, SLIP-TRIP-FALL HAZARDS, ETC. <input type="checkbox"/> POOR ERGONOMICS HEAVY LIFTING, EXCESSIVE BENDING, TWISTING OR REACHING; INADEQUATE TOOLS, POOR WORKSTATION DESIGN, POOR CONTROLS/DISPLAYS <input type="checkbox"/> POOR HOUSEKEEPING IMPROPER PLACEMENT; CLUTTER, SPILLAGE OR BREAKAGE <input type="checkbox"/> NOT OTHERWISE CLASSIFIED	PERSONAL <input type="checkbox"/> BODILY CONDITIONS PHYSICAL IMPAIRMENT ILLNESS; FATIGUE; EMOTIONAL UPSET; INTOXICATION <input type="checkbox"/> LACK OF SKILL OR KNOWLEDGE IMPROPERLY TRAINED; INEXPERIENCED; UNINFORMED; UNAWARE, ETC. <input checked="" type="checkbox"/> INADEQUATE SKILL/KNOWLEDGE - FAILURE IN EXECUTION CHANCE-TAKING; UNAUTHORIZED OR UNNECESSARY USE OF EQUIPMENT OR TOOLS; FAILURE TO USE/DELIBERATELY MAKING SAFETY OR CONTROL DEVICES INEFFECTIVE; FAILURE TO DO WHAT SHOULD HAVE BEEN DONE IN THE PARTICULAR SITUATION <input type="checkbox"/> IMPROPER APPAREL FAILURE TO USE PERSONAL PROTECTIVE EQUIPMENT (EYE, FACE, FOOT, HAND, HEAD, HEARING, RESPIRATORY, ETC.); LOOSE CLOTHING, JEWELRY, ETC. <input type="checkbox"/> NOT OTHERWISE CLASSIFIED
---	---

INVESTIGATION

WHAT STEPS HAVE YOU TAKEN TO INVESTIGATE WHAT HAPPENED? (PHOTOGRAPHS, WITNESS STATEMENTS, SKETCH OF LOCATION, ETC)

checked the bin. OK

PREVENTION

WHAT SHOULD BE DONE TO PREVENT RECURRENCE OF THIS TYPE OF ACCIDENT/INJURY? (INCLUDE TARGET DATES)

Make sure bins are closed.

SUPERVISOR SIGNATURE

[Redacted Signature] DATE 2/4/19

CALIFORNIA RELEASE

That [redacted] for and in consideration of the sum of two hundred twenty five dollars and seventy one cents, (\$225.71), the receipt and sufficiency of which is hereby acknowledged, does hereby remise, release and forever discharge Mesa Water District his successors and assigns, and/or his, her, their heirs, executors and administrators, and also any and all other persons, associations and corporations whether herein named or referred to or not, and who, together with the above named, may be jointly or severally liable to the Undersigned, of and from any and all, and all manner of, actions and causes of action, rights, suits, covenants, contracts, agreements, judgments, claims and demands whatsoever in law or equity, including claims for contribution, arising from and by reason of any and all KNOWN AND UNKNOWN, FORESEEN AND UNFORESEEN bodily and personal injuries or death, damage to property, and the consequences thereof, which heretofore have been, and to or not, and especially from all liability arising out of an occurrence that happened on or about the 1st day of February, 2019 at or near [redacted] Cecil Place.

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

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

I HEREBY CERTIFY THAT I HAVE READ ALL OF THIS RELEASE AND CODE SECTION AND FULLY UNDERSTAND ALL OF THE SAME, AND IN WITNESS WHEREOF I HAVE EXECUTED THIS RELEASE THIS FEB DAY OF 06, 2019.

Signature: [redacted] (PRINT NAME)

Address: [redacted] City, State: [redacted]

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

DELILLO CHEVROLET

Workfile ID:

Bbae4c65

18211 BEACH BLVD, HUNTINGTON BEACH, CA
92648

Phone: (714) 847-6087

Preliminary Estimate

Customer:

Job Number:

Written By: JOSHUA GONZALEZ

Insured:

Policy #:

Claim #:

Type of Loss:

Date of Loss:

Days to Repair: 0

Point of Impact:

Owner:

Inspection Location:

Insurance Company:

DELILLO CHEVROLET
18211 BEACH BLVD
HUNTINGTON BEACH, CA 92648
Repair Facility
(714) 847-6087 Day

VEHICLE

2004 CHEV Silverado 2500 Crew Cab LS Crew Cab 153" WB 4D P/U 8-6.0L Gasoline SFI

VIN:	Interior Color:	Mileage In:	Vehicle Out:
License:	Exterior Color:	Mileage Out:	Job #:
State:	Production Date:	Condition:	

TRANSMISSION

Automatic Transmission
Overdrive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors

DECOR

Dual Mirrors

Body Side Moldings
Tinted Glass

Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center

Climate Control

RADIO

AM Radio
FM Radio
Stereo
Search/Seek
CD Player
SAFETY
Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes

SEATS

Cloth Seats
Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Cear Coat Paint

TRUCK

Rear Step Bumper

Preliminary Estimate

Customer: [REDACTED]

Job Number:

2004 CHEV Silverado 2500 Crew Cab LS Crew Cab 153" WB 4D P/U 8-6.0L Gasoline SFI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT DOOR					
2	#	HAZARDOUS WASTE		1	5.00 X		
3	*	Repl LT Mirror black w/o signal	15226944	1	150.08	1.0	
SUBTOTALS					155.08	1.0	0.0

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			150.08
Body Labor	1.0 hrs @	\$ 59.00 /hr	59.00
Miscellaneous			5.00
Subtotal			214.08
Sales Tax	\$ 150.08 @	7.7500 %	11.63
Grand Total			225.71
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			225.71

MyPriceLink Estimate ID / Quote ID:

522490649841246208 / 42834775

FOR YOUR PROTECTION CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM: ANY PERSON WHO KNOWINGLY PRESENTS FALSE OR FRAUDULENT CLAIM FOR THE PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON.

THE FOLLOWING IS A LIST OF ABBREVIATIONS OR SYMBOLS THAT MAY BE USED TO DESCRIBE WORK TO BE DONE OR PARTS TO BE REPAIRED OR REPLACED:

MOTOR ABBREVIATIONS/SYMBOLS: D=DISCONTINUED PART, A=APPROXIMATE PRICE. LABOR TYPES: B=BODY LABOR, D=DIAGNOSTIC, E=ELECTRICAL, F=FRAME, G=GLASS, M=MECHANICAL, P=PAINT LABOR, S=STRUCTURAL, T=TAXED MISCELLANEOUS, X=NON TAXED MISCELLANEOUS. CCC ONE: ADJ=ADJACENT, ALGN=ALIGN, A/M=AFTERMARKET, BLND=BLEND, CAPA=CERTIFIED AUTOMOTIVE PARTS ASSOCIATION, D&R=DISCONNECT AND RECONNECT, EST=ESTIMATE, EXT. PRICE=UNIT PRICE MULTIPLIED BY THE QUANTITY, INCL=INCLUDED, MISC=MISCELLANEOUS, NAGS=NATIONAL AUTO GLASS SPECIFICATIONS, NON-ADJ=NON ADJACENT, O/H=OVERHAUL, OP=OPERATION, NO=LINE NUMBER, QTY=QUANTITY, RECOND=RECONDITION, REFN=REFINISH, REPL=REPLACE, R&I=REMOVE AND INSTALL, R&R=REMOVE AND REPLACE, RPR=REPAIR, RT=RIGHT, SECT=SECTION, SUBL=SUBLET, LT=LEFT, W/O=WITHOUT, W/_=WITH/_ SYMBOLS: #=MANUAL LINE ENTRY, *=OTHER [IE..MOTORS DATABASE INFORMATION WAS CHANGED], **=DATABASE LINE WITH AFTERMARKET, N=NOTES ATTACHED TO LINE. OPT OEM=ORIGINAL EQUIPMENT MANUFACTURER PARTS EITHER OPTIONALLY SOURCED OR OTHERWISE PROVIDED WITH SOME UNIQUE PRICING OR DISCOUNT.

"CURE TIME" MEANS THE LENGTH OF TIME THAT, PER THE ADHESIVE MANUFACTURER, THE WINDSHIELD ADHESIVE NEEDS TO CURE UNTIL THE WINDSHIELD CAN PROPERLY FUNCTION AS A SAFETY DEVICE PURSUANT TO THE FEDERAL MOTOR VEHICLE SAFETY STANDARDS AND THE VEHICLE MANUFACTURER'S SPECIFICATIONS

Preliminary Estimate

Customer: [REDACTED]**Job Number:**

2004 CHEV Silverado 2500 Crew Cab LS Crew Cab 153" WB 4D P/U 8-6.0L Gasoline SFI

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DE1GH99, CCC Data Date 02/01/2019, and potentially other third party sources of data; and (b) the parts presented are OEM-parts manufactured by the vehicles Original Equipment Manufacturer. OEM parts are available at OE/Vehicle dealerships. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships. OPT OEM or ALT OEM parts may reflect some specific, special, or unique pricing or discount. OPT OEM or ALT OEM parts may include "Blemished" parts provided by OEM's through OEM vehicle dealerships. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS Information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2019 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Information Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.