



*Dedicated to
Satisfying our Community's
Water Needs*

**AGENDA
MESA WATER DISTRICT
BOARD OF DIRECTORS
Thursday, December 19, 2019
1965 Placentia Avenue, Costa Mesa, CA 92627
3:30 p.m. Special Board Meeting**

**FINANCE COMMITTEE MEETING
Thursday, December 19, 2019 at 3:30 p.m.**

CALL TO ORDER – 3:30 p.m. or as soon thereafter as the Legislative and Public Affairs Committee agenda permits.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

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

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

CONSENT CALENDAR ITEMS:

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

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

ACTION ITEMS:

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

5. ACWA/JPIA Commitment to Excellence Program
6. Banking Services
7. Financial Advisory Services
8. Information Technology Support Services

PRESENTATION AND DISCUSSION ITEMS:

None



REPORTS:

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

INFORMATION ITEMS:

11. Fiscal Year Annual Reimbursement Report

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 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CAPITAL				
DITCH WITCH SOUTHERN CALIFORNIA				
000031402	661576	DITCH WITCH PARTS		2,161.81
	11/7/2019		1	<u>2,161.81</u>
KIMLEY-HORN AND ASSOCIATES				
000031440	14279988	M17-100 WELL 1 NOISE MONITRING		2,505.00
000031591	14447180	M17-100 WELL 1 NOISE MONITRING		5,820.00
	11/27/2019		2	<u>8,325.00</u>
MICHAEL BAKER INTERNATIONAL				
000031443	1060636	E400-007 WATER LOSS AUDIT		1,456.00
000031614	1063949	E400-0005 HYDRAULIC MODELING		294.00
000031614	1064840	M17-100 WELL AUTOMATION		770.00
	11/27/2019		2	<u>2,520.00</u>
TESCO CONTROLS INC				
000031473	0068641-IN	RADIO REPLACEMENT		6,155.00
	11/14/2019		1	<u>6,155.00</u>
TOTAL CAPITAL			6	<u>19,161.81</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DEPARTMENT EXPENSE				
ACWA				
000031391	INV007742	SPONSORSHIP		400.00
	11/7/2019		1	400.00
ACWA JOINT POWERS INSURANCE AUTHORITY				
000031520	DEC2019EAP	DECEMBER 2019 EAP		122.20
	11/22/2019		1	122.20
APPLE ONE EMPLOYMENT				
000031393	01-5397333	TEMP LABOR, HR, WE 10/19		913.96
000031451	01-5408468	TEMP LABOR, HR, WE 10/26		765.04
000031525	01-5416011	TEMP LABOR, HR, WE 11/02		840.96
000031569	01-5422085	TEMP LABOR, HR, WE 11/09		954.85
	11/27/2019		4	3,474.81
CA DEPT OF JUSTICE				
000031504	414792	PRE-EMPLOYMENT FINGERPRINTS		64.00
	11/14/2019		1	64.00
CALPERS BENEFIT PAYMENTS				
0151258	11819	PPE 11/8/19		31,364.54
0151264	102519	PPE 10/25/19		31,233.27
0151265	15836772	NOVEMBER 2019		6,157.82
0151266	15836758	NOVEMBER 2019		44,465.50
	11/29/2019		4	113,221.13
COLONIAL LIFE & ACCIDENT INS				
000031397	8892333-1116592	INSURANCE - PPE 10/25/2019		208.75
000031521	8892333-1130565	INSURANCE - PPE 11/08/19		208.75
	11/22/2019		2	417.50
CA DEPT OF PUBLIC HEALTH				
000031495	49952-111319- Renewal	H2O Vend. Mach. Lic.Renew 2020		40.00
	11/14/2019		1	40.00

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
EMPLOYMENT DEVELOPMENT DEPT				
000031578	L1093243744	UI 07/01/2019-09/30/2019E-		679.00
	11/27/2019		1	<u>679.00</u>
G&W TOWING				
000031531	445644	TOWING #28		61.00
000031583	446558	TOWING		85.00
	11/27/2019		2	<u>146.00</u>
GOSS ENGINEERING INC				
000031406	7514	M17-106 ADMIN/OPS HVAC STUDY		2,623.35
	11/7/2019		1	<u>2,623.35</u>
GUARDIAN				
000031587	00430941DEC19	DEC 19 DENTAL INSURANCE		5,299.44
	11/27/2019		1	<u>5,299.44</u>
HOOVER PRINTING				
000031437	93835	PRINTING - NEWSLETTER		2,386.66
000031437	93868	PRINTING - WATER BILL INSERTS		1,034.40
000031437	93834	DESIGN WORK		80.00
	11/7/2019		1	<u>3,501.06</u>
ICMA-RC RETIREMENT				
0151257	112219	PPE 11/22/19		5,245.79
0151259	1122191	PPE 11/22/19		1,028.96
0151261	110819	PPE 11/8/19		5,195.79
0151262	1108191	PPE 11/8/19		1,028.96
	11/29/2019		4	<u>12,499.50</u>
4 IMPRINT				
000031534	7896543	PROMO ITEMS		848.49
	11/22/2019		1	<u>848.49</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
JOAN GLADSTONE				
000031460	1020	PROFESSIONAL SERVICES		562.50
	11/14/2019		1	<u>562.50</u>
LEDGENT				
000031442	13804659	TEMP LABOR, FINANCE, WE 10/20		1,871.60
000031442	13807754	TEMP LABOR, FINANCE, WE 10/27		1,871.60
000031613	13811008	TEMP LABOR, FINANCE, WE 11/03		1,871.60
000031613	13814033	TEMP LABOR, FINANCE, WE 11/10		1,871.60
	11/27/2019		2	<u>7,486.40</u>
NATIONWIDE RETIREMENT SOLUTIONS				
0151260	112219	PPE 11/22/19		6,335.16
0151263	110819	PPE 11/8/19		6,335.16
	11/29/2019		2	<u>12,670.32</u>
NCCCO INC				
000031463	DECEMBER2019	APPLICATION FEES		240.00
	11/14/2019		1	<u>240.00</u>
ORANGE COUNTY EMPLOYEES ASSN				
000031522	OCEA PPE 110819	MEMBERSHIP DUES - PPE 11/08		285.36
	11/22/2019		1	<u>285.36</u>
RED WING BUSINESS ADVANTAGE ACCT				
000031470	20191031009986	SAFETY SHOES		195.74
	11/14/2019		1	<u>195.74</u>
TASC				
000031603	IN1643177	FSA ADMIN FEES - OCTOBER 2019		137.31
	11/27/2019		1	<u>137.31</u>
TRACKER, A DIVISION OF C2, LLC				
000031545	19-0000-186-Q3	PORTFOLIO ACCTING & REPORTING		1,200.00
	11/22/2019		1	<u>1,200.00</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
ULTIMATE STAFFING SERVICES				
000031503	13808256	TEMP LABOR, HR, WE 10/27		2,726.80
000031503	13806597	TEMP LABOR, CS, WE 10/27		1,319.20
000031503	13806598	TEMP LABOR, CS, WE 10/27		1,055.36
000031562	13809813	TEMP LABOR, HR, WE 11/03		2,726.80
000031618	13814567	TEMP LABOR, HR, WE 11/10		2,726.80
000031618	13817803	TEMP LABOR, HR, WE 11/17		2,181.44
	11/27/2019		3	<u>12,736.40</u>
VISTA DEL VERDE LANDSCAPE				
000031478	32983	LANDSCAPE MAINTENANCE - NOV19		2,475.09
	11/14/2019		1	<u>2,475.09</u>
VISION SERVICE PLAN - (CA)				
000031606	807950759	DEC 2019 VISION INSURANCE		1,156.27
	11/27/2019		1	<u>1,156.27</u>
TOTAL DEPARTMENT EXPENSE			40	<u>182,481.87</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
DIRECTOR CHECKS				
FRED BOCKMILLER				
0151001	EXP110419	MILEAGE REIMBURSEMENT		47.96
11/15/2019			1	47.96
JAMES ATKINSON				
0151002	EXP110419	MILEAGE REIMBURSEMENT		40.60
11/15/2019			1	40.60
JAMES FISLER				
0151003	EXP110419	MILEAGE REIMBURSEMENT		78.88
11/15/2019			1	78.88
MARICE DEPASQUALE				
0150739	EXP101419	INTERNET,TIMES REIMBURSEMENT		73.95
0150998	EXP110419	MILEAGE REIMBURSEMENT		51.04
11/15/2019			2	124.99
SHAWN DEWANE				
0150740	EXP101719	EXPENSE REIMBURSEMENT		41.26
0150999	EXP110419	MILEAGE REIMBURSEMENT		12.30
0151000	EXP102419	EXPENSE REIMBURSEMENT		42.63
11/15/2019			3	96.19
TOTAL DIRECTOR CHECKS			8	388.62

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
EMPLOYEE CHECKS				
ANDIE JACOBSEN				
0151005	EXP102919	EXPENSE REIMBURSEMENT		51.36
11/15/2019			1	51.36
BOB MITCHELL				
0150738	CERTREIMB-D4	CERTIFICATE REIMB D4		105.00
11/4/2019			1	105.00
COLEMAN LEPAGE				
0150737	10212019	RENEWAL CERTIFICATE REIMB		60.00
11/4/2019			1	60.00
DETLEF GORIS				
0150736	EXP101619	RENEWAL CERTIFICATE REIMB		60.00
11/4/2019			1	60.00
JUSTIN FINCH				
0150741	EXP100419	EXPENSE REIMBURSEMENT		311.23
11/4/2019			1	311.23
KARYN IGAR				
0151007	EXP103019	EXPENSE REIMBURSEMENT		311.47
11/15/2019			1	311.47
MARWAN KHALIFA				
0150742	EXP101019	EXPENSE REIMBURSEMENT		97.00
0150743	EXP092019	EXPENSE REIMBURSEMENT		129.79
11/4/2019			2	226.79
PAUL SHOENBERGER				
0151004	EXP110419	EXPENSE REIMBURSEMENT		583.96
11/15/2019			1	583.96
WENDY DUNCAN				
0151006	EXP102419	EXPENSE REIMBURSEMENT		383.54
11/15/2019			1	383.54
TOTAL EMPLOYEE CHECKS			10	2,093.35

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
FINANCIAL OBLIGATIONS				
US BANK				
000031449	5436329	COPS ADMIN FEES		5,225.00
	11/7/2019		1	5,225.00
TOTAL FINANCIAL OBLIGATIONS			1	5,225.00

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GENERAL AND ADMINISTRATIVE				
PAUL KUNNY				
000031507	CHEQ00099007353	03814900 Cheque Deposits 03814		242.16
11/22/2019			1	242.16
LINDSEY HAMMAN				
000031379	CHEQ00099007343	10202700 Overpayment		152.94
11/7/2019			1	152.94
SARA S COLLINS				
000031380	CHEQ00099007336	02118100 Cheque Deposits 02118		36.76
11/7/2019			1	36.76
SHIRLEY MCALEER				
000031381	CHEQ00099007337	03004700 Cheque Deposits 03004		224.75
11/7/2019			1	224.75
TANIA N TORRES				
000031508	CHEQ00099007345	06017700 Cheque Deposits 06017		78.20
11/22/2019			1	78.20
JESSIE BELMUDEZ				
000031509	CHEQ00099007349	09305500 Cheque Deposits 09305		237.23
11/22/2019			1	237.23
DAN VILLAREAL				
000031382	CHEQ00099007332	09714301 Cheque Deposits 09714		80.56
11/7/2019			1	80.56
VALENTINO				
000031383	CHEQ00099007334	06803700 Cheque Deposits 06803		29.26
11/7/2019			1	29.26
GIOVANI METAL ART DESIGN				
000031510	CHEQ00099007352	03208600 Cheque Deposits 03208		370.94
11/22/2019			1	370.94

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
AMERICAN ASPHALT SOUTH, INC.				
000031511	CHEQ00099007357	20077900 Cheque Deposits 20077		566.91
11/22/2019			1	566.91
STICE COMPANY, INC.				
000031512	CHEQ00099007354	20077400 Cheque Deposits 20077		787.02
11/22/2019			1	787.02
LENKA VECEROVA				
000031384	CHEQ00099007333	05601400 Overpayment		19.19
11/7/2019			1	19.19
KATHY JAHANSHAHI				
000031385	CHEQ00099007339	05613900 Cheque Deposits 05613		74.76
11/7/2019			1	74.76
CHRIS JOHNSON				
000031386	CHEQ00099007342	00913900 Overpayment		132.49
11/7/2019			1	132.49
TAYLOR MORRISON OF CA, LLC				
000031513	CHEQ00099007350	20073100 Cheque Deposits 20073		629.00
11/22/2019			1	629.00
RAW RECOVERY, LLC				
000031514	CHEQ00099007346	00917500 Overpayment		53.43
11/22/2019			1	53.43
LYNDSEY CHAMBERS				
000031387	CHEQ00099007340	08400501 Cheque Deposits 08400		17.25
11/7/2019			1	17.25
JENNIFER GALLOWAY				
000031388	CHEQ00099007331	05816000 Cheque Deposits 05816		99.64
11/7/2019			1	99.64

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GSHI 1992 KORNAT UTILITY TRUST				
000031389	CHEQ00099007335	07408200 Cheque Deposits 07408		76.58
	11/7/2019		1	<u>76.58</u>
CHAD TWIGGS				
000031515	CHEQ00099007355	30001423 Cheque Deposits 30001		82.75
	11/22/2019		1	<u>82.75</u>
AIMEE JOHNSON				
000031516	CHEQ00099007348	30001220 Cheque Deposits 30001		88.65
	11/22/2019		1	<u>88.65</u>
FATIMA ALEJO				
000031517	CHEQ00099007351	06701400 Cheque Deposits 06701		14.48
	11/22/2019		1	<u>14.48</u>
RYAN JONES				
000031390	CHEQ00099007341	07110050 Overpayment		25.84
	11/7/2019		1	<u>25.84</u>
RUOQING XU				
000031518	CHEQ00099007356	30000866 Cheque Deposits 30000		15.01
	11/22/2019		1	<u>15.01</u>
CARA WEICHMAN				
000031519	CHEQ00099007347	30000163 Overpayment		37.22
	11/22/2019		1	<u>37.22</u>
ALEXANDER'S CONTRACT SERVICES, INC.				
000031481	9473	WARRANTY		415.00
	11/14/2019		1	<u>415.00</u>
AMERICAN RED CROSS				
000031568	22240559	FIRST AID TRAINING		1,000.00
	11/27/2019		1	<u>1,000.00</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
AQUENT				
000031452	190-52820	MARKETING CONSULTANT		35.00
	11/14/2019		1	<u>35.00</u>
AT&T MOBILITY				
000031493	87023041770X10282 019	WIRELESS COMM 09/21-10/20		1,244.99
	11/14/2019		1	<u>1,244.99</u>
ATKINSON, ANDELSON, LOYA, RUUD & ROMO				
000031570	580736	LEGAL SERVICES - OCTOBER 2019		11,842.50
	11/27/2019		1	<u>11,842.50</u>
BARTEL & ASSOCIATES LLC				
000031550	19-813	CONSULTING - OPEB VALUATION		2,100.00
	11/22/2019		1	<u>2,100.00</u>
BLUECOSMO SATELLITE COMMUNICATIONS				
000031455	BU01170138	SATELLITE PHONE SERVICE		133.21
	11/14/2019		1	<u>133.21</u>
BSI EHS SERVICES AND SOLUTIONS				
000031526	54791	EHS SUPPORT SERVICES		16,000.00
	11/22/2019		1	<u>16,000.00</u>
CALIFORNIA ADVOCATES INC.				
000031572	111949	PROFESSIONAL SERVICES		7,000.00
	11/27/2019		1	<u>7,000.00</u>
CALIFORNIA CRANE SAFETY CONSULTING				
000031527	430553	CRANE INSPECTION		625.00
	11/22/2019		1	<u>625.00</u>
CANON FINANCIAL SERVICES, INC.				
000031494	20631992	PRINTER EQUIPMENT LEASE/USAGE		4,656.81
	11/14/2019		1	<u>4,656.81</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CCS ORANGE COUNTY JANITORIAL INC.				
000031399	448726	JANITORIAL SERVICES		3,798.08
000031575	78626277	JANITORIAL SUPPLIES		155.79
	11/27/2019		2	<u>3,953.87</u>
COMPONETICS				
000031576	1662	WELD AND REPAIR RD VAULT		275.00
	11/27/2019		1	<u>275.00</u>
COSTA MESA HIGH SCHOOL				
000031400	103019	SPONSORSHIP-SOLAR CUP		2,500.00
	11/7/2019		1	<u>2,500.00</u>
COSTCO WHOLESAL				
000031567	11/25/2019	2019 ANNUAL TURKEY GIVEAWAY		1,057.00
	11/25/2019		1	<u>1,057.00</u>
DUDEK				
000031436	20195535	M18-118 PROFESSIONAL SERVICES		5,780.00
000031436	20197499	OC-44 PIPELINE REHAB		17,800.00
	11/7/2019		1	<u>23,580.00</u>
EMPLOYEE RELATIONS INC				
000031457	86368	PRE-EMPLOYMENT VEHICLE REPORT		7.85
	11/14/2019		1	<u>7.85</u>
ENTERPRISE FM TRUST				
000031579	FBN3823265	AUTO LEASES - NOVEMBER 2019		1,622.77
	11/27/2019		1	<u>1,622.77</u>
EWING IRRIGATION				
000031580	8676598	IRRIGATION SUPPLIES		88.25
	11/27/2019		1	<u>88.25</u>
FRONTIER COMMUNICATIONS				
000031582	17945NOV19	DDS LINE 11/13-12/12		108.37
	11/27/2019		1	<u>108.37</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
FULLER TRUCK ACCESSORIES				
000031552	W44115	TRUCK CAB CARGO		6,716.59
	11/22/2019		1	<u>6,716.59</u>
FULL CIRCLE RECYCLING				
000031530	23996	RECYCLING SERVICES		133.50
	11/22/2019		1	<u>133.50</u>
GARDEN PARK VILLAGE HOA				
000031404	092419	REPAIRS		185.00
	11/7/2019		1	<u>185.00</u>
GEIGER				
000031444	4019444	PROMO ITEMS		996.80
000031444	4022262	PROMO ITEMS		1,931.90
000031444	4022261	PROMO ITEMS		558.03
000031444	4028766	PROMO ITEMS		1,230.72
000031444	4030427	PROMO ITEMS		2,664.28
	11/7/2019		1	<u>7,381.73</u>
GEMPLER'S				
000031584	INV0004422417	PROTECTIVE EQUIPMENT		467.51
	11/27/2019		1	<u>467.51</u>
GERARD SIGNS & GRAPHICS INC				
000031405	28624	DESIGN SERVICES		407.30
000031586	28679	DESIGN SERVICES		933.14
	11/27/2019		2	<u>1,340.44</u>
HDR ENGINEERING INC				
000031588	1200226907	M19-103 PIPELINE INTEGRITY		4,750.50
	11/27/2019		1	<u>4,750.50</u>
THE HERD FOUNDATION				
000031459	123	SPONSORSHIP		5,000.00
	11/14/2019		1	<u>5,000.00</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
HYDROPOINT DATA SYSTEMS				
000031409	100878	WEATHERTRAK RENEWAL		841.00
	11/7/2019		1	<u>841.00</u>
INFOSEND INC				
000031499	157795	CUSTOMER BILLING SERVICE		1,187.18
000031499	157951	MONTHLY MAINTENANCE FEE		2,830.49
000031499	158061	CUSTOMER BILLING SERVICE		1,355.93
000031499	158238	CUSTOMER BILLING SERVICE		1,776.37
000031499	158459	CUSTOMER BILLING SERVICE		2,270.91
000031499	159199	CUSTOMER BILLING SERVICE		1,661.85
000031499	159338	MONTHLY MAINTENANCE FEE		2,682.35
000031499	159456	CUSTOMER BILLING SERVICE		1,453.36
000031499	159698	CUSTOMER BILLING SERVICE		3,049.61
000031499	159881	CUSTOMER BILLING SERVICE		1,614.48
000031499	160029	CUSTOMER BILLING SERVICE		2,899.67
000031499	160709	MONTHLY MAINTENANCE FEE		1,859.85
000031499	160811	CUSTOMER BILLING SERVICE		2,914.76
000031499	160979	CUSTOMER BILLING SERVICE		2,131.19
000031499	161132	CUSTOMER BILLING SERVICE		1,270.65
000031499	161395	CUSTOMER BILLING SERVICE		2,953.38
000031499	162100	CUSTOMER BILLING SERVICE		2,378.60
	11/14/2019		1	<u>36,290.63</u>
IRRIGATION ASSOCIATION				
000031500	105037-2020	CERTIFICATE RENEWAL - JF		100.00
	11/14/2019		1	<u>100.00</u>
JOHN ROBINSON CONSULTING, INC.				
000031501	MW201902-01	CONSULTING SERVICES		7,200.00
	11/14/2019		1	<u>7,200.00</u>
KLEEN KRAFT SERVICES				
000031553	1018088	UNIFORMS, MATS, TOWELS		133.70
000031553	1018776	UNIFORMS, MATS, TOWELS		258.98
	11/22/2019		1	<u>392.68</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
KNOBBE MARTENS OLSON & BEAR LLP				
000031441	1445144	LEGAL SERVICES		210.00
	11/7/2019		1	<u>210.00</u>
LANDS' END BUSINESS OUTFITTERS				
000031411	SIN7923638	MWD EMBROIDERED WEAR		48.69
	11/7/2019		1	<u>48.69</u>
LEICA GEOSYSTEMS SOLUTION CENTER				
000031461	US-901903787	PAINT SUPPLIES		90.51
	11/14/2019		1	<u>90.51</u>
MORAN CONSULTING, INC.				
000031415	3609	CS ONGOING SUPPORT		6,500.00
	11/7/2019		1	<u>6,500.00</u>
MOUSE GRAPHICS				
000031416	431035	PRINTING - CADD PLOTS		420.44
000031592	431085	WATER ATLAS MAPS		558.07
	11/27/2019		2	<u>978.51</u>
MUNICIPAL WATER DISTRICT OF OC				
000031462	2320	SMART TIMERS - SEP 2019		198.00
	11/14/2019		1	<u>198.00</u>
NEXTDAY DELIVERY SERVICE, LLC				
000031464	757011	MAIL DELIVERY SERVICE		552.84
	11/14/2019		1	<u>552.84</u>
NEOPOST INC				
000031465	15890869	MAILING MACHINE SUPPLIES		221.95
	11/14/2019		1	<u>221.95</u>
NEWPORT MESA UNIFIED SCHOOL				
000031593	6753	PARKING LOT RENTAL FEE		60.57
	11/27/2019		1	<u>60.57</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
NOACK AWARDS & ENGRAVING INC				
000031418	25706	LASER ENGRAVING		43.10
	11/7/2019		1	43.10
NOVATIME TECHNOLOGY INC				
000031466	PSI108223	MONTHLY FEE - TIME CARDS		179.00
	11/14/2019		1	179.00
NEWPORT BEACH CHAMBER OF COMMERCE				
000031594	MR100	SPONSHORSHP - ANCHOR AWARDS		650.00
	11/27/2019		1	650.00
NTH GENERATION COMPUTING INC.				
000031537	35112TM3	AUDIT PLAN SUPPORT		8,857.50
	11/22/2019		1	8,857.50
ORANGE COUNTY PRINTING				
000031419	375681337	PRINTING - POSTCARDS		161.63
000031467	500186952	PRINTING - POSTCARDS		873.86
	11/14/2019		2	1,035.49
ORANGE COUNTY REGISTER				
000031420	170003331-101819	OCR SUBSCRIPTION THRU 5/15/20		443.38
	11/7/2019		1	443.38
OFFICIAL PAYMENTS CORPORATION				
000031421	1000012327	ONLINE PAYMENT MAINT FEE		150.00
	11/7/2019		1	150.00
O'NEIL STORAGE #0481				
000031468	1910056	FILE STORAGE - OCTOBER 2019		165.98
	11/14/2019		1	165.98
OSTS INC				
000031422	51475	FORKLIFT TRAINING		320.00
000031469	51810	CRANE TRAINING CLASS		2,250.00
	11/14/2019		2	2,570.00

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
PAULINE'S PROFESSIONAL POTPOURRI				
000031505	191101-MWD	PROMO ITEMS		774.45
	11/14/2019		1	<u>774.45</u>
PETE'S ROAD SERVICE				
000031596	373763-00	TIRE REPAIR - UNIT 15		334.97
	11/27/2019		1	<u>334.97</u>
PROFESSIONAL ART SERVICES, INC.				
000031425	180	REPLACEMENT ART		1,080.96
	11/7/2019		1	<u>1,080.96</u>
PROCARE WORK INJURY CENTER (DBA)				
000031555	280274	MEDICAL SERVICES		110.00
000031555	280275	MEDICAL SERVICES		110.00
000031555	274424	MEDICAL SERVICES		245.00
000031555	277658	MEDICAL SERVICES		651.82
	11/22/2019		1	<u>1,116.82</u>
RAFTELIS FINANCIAL CONSULTANTS				
000031540	13488	CONSULTING-WATER COST ANALYSIS		6,640.00
000031598	13697	FINANCIAL MODELING ASSISTANCE		2,620.00
	11/27/2019		2	<u>9,260.00</u>
RAYNE WATER SYSTEMS				
000031541	30486NOV19	SOFT WATER SERVICE NOV 2019		39.45
	11/22/2019		1	<u>39.45</u>
RSM US PRODUCT SALES, LLP				
000031426	5800515	GREAT PLAINS SUPPORT		800.00
	11/7/2019		1	<u>800.00</u>
SENTRIC INC				
0151167	1173638	PAYROLL PROCESSING FEE		316.60
	11/13/2019		1	<u>316.60</u>
STAFFING SOLUTIONS				
000031616	29898	TEMP LABOR, CUS SVC, WE 11/10		1,667.60

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000031616	29958	TEMP LABOR, CUS SVC, WE 11/17		1,334.08
	11/27/2019		1	<u>3,001.68</u>
T2 TECHNOLOGY GROUP, LLC				
000031450	00307010	IT SUPPORT - SEPTEMBER 2019		69,990.00
	11/14/2019		1	<u>69,990.00</u>
THEODORE ROBINS FORD				
000031559	C28842	Receivings Transaction Entry		136.41
000031559	C29405	AUTO REPAIRS & MAINTENANCE		796.33
000031559	C28453	AUTO REPAIRS & MAINTENANCE		218.19
000031559	C29727	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29725	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29724	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29722	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29720	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29718	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29716	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29713	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29734	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29733	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29732	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29731	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29729	AUTO REPAIRS & MAINTENANCE		75.00
000031559	C29728	AUTO REPAIRS & MAINTENANCE		75.00
000031617	C30154	AUTO REPAIRS & MAINTENANCE		1,339.81
000031617	C30208	AUTO REPAIRS & MAINTENANCE		674.13
	11/27/2019		2	<u>4,214.87</u>
TIME WARNER CABLE				
000031502	1048224101919	INTERNET- DISTRICT		2,114.00
000031502	0012934102319	INTERNET - DISTRICT		349.35
000031605	1524356111519	INTERNET - MWRF		204.98
	11/27/2019		2	<u>2,668.33</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
TOTALFUNDS				
000031474	5780OCT19	POSTAGE - OCTOBER 2019		500.00
	11/14/2019		1	500.00
UNIVERSAL WASTE SYSTEMS, INC				
000031429	0000437357	WASTE REMOVAL - NOVEMBER 2019		87.00
	11/7/2019		1	87.00
UNUM				
000031477	04205600016DEC19	LIFE INSURANCE - DEC 2019		3,463.57
	11/14/2019		1	3,463.57
VORTEX INDUSTRIES, INC				
000031565	09-1383947	SERVICE OPS DOORS		678.40
000031565	09-1391341	SERVICE INTERIOR DOORS		1,404.25
	11/22/2019		1	2,082.65
WASTE MANAGEMENT OF OC				
000031446	7946307-0149-6	TR CONTAINER RENTAL OCT 2019		465.00
000031446	0380027-2515-8	TR CONTAINER RENTAL NOV 2019		817.66
	11/7/2019		1	1,282.66
WATEREUSE FOUNDATION				
000031607	D35510	FY20 MEMBERSHIP DUES		3,852.00
	11/27/2019		1	3,852.00
WATER RESEARCH FOUNDATION				
000031608	0004022-2019-1	FY20 MEMBERSHIP RENEWAL		11,622.96
	11/27/2019		1	11,622.96
JOVENVILLE, LLC DBA WE THE CREATIVE				
000031546	19-6274	DESIGN AND DEVELOPMENT		250.00
	11/22/2019		1	250.00
WE SAVE BEES				
000031479	6036	BEE REMOVAL SERVICES		175.00
000031620	6052	BEE REMOVAL SERVICES		175.00

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
000031620	6053	BEE REMOVAL SERVICES		175.00
	11/27/2019		2	525.00
WESTERN EXTERMINATOR COMPANY				
000031547	7561842	PEST CONTROL - MWRF		92.50
000031547	7563805	PEST CONTROL - DISTRICT		92.50
	11/22/2019		1	185.00
WHITE NELSON DIEHL EVANS LLP				
000031480	197909	FY19 INTERIM AUDIT SERVICES		5,000.00
	11/14/2019		1	5,000.00
YORKE ENGINEERING, LLC				
000031448	20288	AQ & ES COMPLIANCE ASSISTANCE		1,961.50
000031448	20290	AQ & ES COMPLIANCE ASSISTANCE		4,326.25
000031621	20604	AQ & ES COMPLIANCE ASSISTANCE		2,034.50
000031621	20605	AQ & ES COMPLIANCE ASSISTANCE		1,138.50
	11/27/2019		2	9,460.75
TOTAL GENERAL AND ADMINISTRATIVE			110	308,083.46

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
RETIREE CHECKS				
ALAN COOK				
000031392	110119	NOV 2019 INSURANCE SUBSIDY		108.74
	11/7/2019		1	108.74
BRIAN HUNT				
000031396	110119	NOV 2019 INSURANCE SUBSIDY		3.00
	11/7/2019		1	3.00
COLEEN L MONTELEONE				
000031398	110119	NOV 2019 INSURANCE SUBSIDY		248.00
	11/7/2019		1	248.00
DIANA LEACH				
000031435	110119	NOV 2019 INSURANCE SUBSIDY		274.79
	11/7/2019		1	274.79
JOHN CERNEK				
000031410	110119	NOV 2019 INSURANCE SUBSIDY		70.00
	11/7/2019		1	70.00
LORI MULLER				
000031413	110119	NOV 2019 INSURANCE SUBSIDY		108.74
	11/7/2019		1	108.74
PATTI REYNOLDS				
000031423	110119	NOV 2019 INSURANCE SUBSIDY		7.79
	11/7/2019		1	7.79
TOTAL RETIREE CHECKS			7	821.06

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
CHECK SIGNATURE EXEMPT				
SOUTHERN CALIFORNIA EDISON CO				
000031378	2236281499OCT19	ELECTRICITY - OCTOBER 2019		105,885.37
	11/7/2019		1	105,885.37
TOTAL CHECK SIGNATURE EXEMPT			1	105,885.37

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SUPPLY				
AIRGAS USA LLC				
000031548	9094569437	PARTS/SUPPLIES		867.72
000031548	9966224785	CYLINDER RENTAL		171.61
	11/22/2019		1	<u>1,039.33</u>
AVISTA TECHNOLOGIES				
000031571	83975	MWRF - ROCLEAN CLEANER		2,704.70
	11/27/2019		1	<u>2,704.70</u>
HILL BROTHERS CHEMICAL CO.				
000031533	07061430	AMMONIA		5,592.80
	11/22/2019		1	<u>5,592.80</u>
JCI JONES CHEMICAL CO.				
000031535	805713	CAUSTIC SODA		2,258.59
000031590	806289	CAUSTIC SODA		1,689.73
	11/27/2019		2	<u>3,948.32</u>
JR FILANC CONSTRUCTION COMPANY				
000031439	7	M17-002A CONSTRUCTION		24,700.00
	11/7/2019		1	<u>24,700.00</u>
MUNICIPAL WATER DISTRICT OF OC				
0151267	9980	SEPT WTR DELIVERIES		156,368.98
	11/12/2019		1	<u>156,368.98</u>
NALCO WATER PRETREATMENT SOLUTIONS				
000031417	2375562	MWRF GARDEN SUPPLIES		555.71
	11/7/2019		1	<u>555.71</u>
OCWD				
0151268	20871	SEPT GAP WATER		92,040.72
	11/12/2019		1	<u>92,040.72</u>
SEPARATION PROCESSES, INC				
000031472	9563	SUPPORT SERVICES		3,351.62
000031543	9566	SUPPORT SERVICES		15,331.25
	11/22/2019		2	<u>18,682.87</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
TESTOIL				
000031604	252261	PAT1/COMENG ENG OIL SAMPLE		561.00
	11/27/2019		1	561.00
UNIVAR USA, INC.				
000031563	LA764854	SOD HYPO		3,271.50
000031563	LA764804	SOD HYPO		2,071.95
000031563	LA764803	SOD HYPO		2,125.38
000031563	LA764853	SOD HYPO		1,446.00
000031563	LA766572	SOD HYPO		3,511.41
000031563	LA766914	SODIUM BISULFITE		4,384.10
000031619	LA767970	SOD HYPO		1,613.94
000031619	LA767971	Receivings Transaction Entry		2,701.17
000031619	LA768130	SOD HYPO		183.20
000031619	LA768131	SOD HYPO		207.20
	11/27/2019		2	21,515.85
UNITED WATERWORKS INC.				
000031506	S100081494.001	WATER OPS SUPPLIES		367.60
000031506	S100081871.002	WATER OPS SUPPLIES		1,151.04
000031506	S100081889.001	WATER OPS SUPPLIES		151.33
000031506	S100081902.001	WATER OPS SUPPLIES		1,729.17
000031506	S100082007.001	WATER OPS SUPPLIES		437.80
000031506	S100081902.002	WATER OPS SUPPLIES		2,848.05
000031506	S100082353.001	WATER OPS SUPPLIES		2,437.09
000031506	S100082587.003	WATER OPS SUPPLIES		673.44
000031506	S100081986.001	FIRE HYDRANTS		53,713.38
	11/22/2019		1	63,508.90
TOTAL WATER SUPPLY			15	391,219.18

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
WATER SYSTEM				
ARMORCAST PRODUCTS CO				
000031453	0202577-IN	METER BOXES AND LIDS		11,048.04
	11/14/2019		1	11,048.04
BEACH CITY LIFT INC.				
000031395	80853	ANNUAL PM - FORKLIFT #63		252.62
000031395	80852	ANNUAL PM - FORKLIFT #64		266.76
	11/7/2019		1	519.38
SULZER ELECTRO-MECHANICAL SERVICES				
000031551	SI09593	MOTOR REPAIRS		636.56
	11/22/2019		1	636.56
CHARLES P CROWLEY				
000031434	26358	WATER OPS PARTS		10,362.79
	11/7/2019		1	10,362.79
C. WELLS PIPELINE MATERIALS				
000031456	INV000064797	PIPE SUPPLIES		1,896.30
000031577	INV000064892	PIPE SUPPLIES		943.89
	11/27/2019		2	2,840.19
DIG SAFE BOARD				
000031401	18DSBFE5802	DIG SAFE BOARD FEES		321.85
	11/7/2019		1	321.85
EWLES MATERIALS INC				
000031403	378134	BOBTAIL DUMP FEES		320.00
000031528	379325	BOBTAIL DUMP FEES		320.00
	11/22/2019		2	640.00
EXPRESS PIPE & SUPPLY CO. INC				
000031496	S107330057.001	PIPE SUPPLIES		102.29
000031581	S107330999.001	PIPE SUPPLIES		10.65
	11/27/2019		2	112.94

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GOLDEN METERS SERVICE				
000031497	1181	METER TEST & REPAIR		1,284.81
	11/14/2019		1	<u>1,284.81</u>
LARRY'S BUILDING MATERIALS				
000031412	CM-120830	BUILDING MATERIALS		30.98
000031612	CM-121049	BUILDING MATERIALS		42.29
000031612	CM-121093	BUILDING MATERIALS		44.61
	11/27/2019		2	<u>117.88</u>
OMAR & SON'S TRUCKING				
000031595	5119	DIRT HAULING		686.00
	11/27/2019		1	<u>686.00</u>
POLLARD WATER				
000031538	0152559	WATER OPS TOOLS/SUPPLIES		538.74
	11/22/2019		1	<u>538.74</u>
PRAXAIR DISTRIBUTION, INC.				
000031539	93023862	ACETYLENE CYLINDER RENTAL		60.75
	11/22/2019		1	<u>60.75</u>
PRAXAIR				
000031424	92207042	CARBON DIOXIDE		2,164.70
000031554	92874993	CARBON DIOXIDE		3,506.60
000031554	92875698	CARBON DIOXIDE		2,164.70
000031554	93032846	CARBON DIOXIDE		3,519.81
	11/22/2019		2	<u>11,355.81</u>
SAF-T-FLO				
000031599	19-4721	REPAIR-STATIC MIXER		457.00
	11/27/2019		1	<u>457.00</u>
STATE WATER RESOURCES CONTROL BOARD				
000031558	WD-0167752	ANNUAL PERMIT FEE		2,572.00
	11/22/2019		1	<u>2,572.00</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
TAMORI DESIGNS				
000031602	1384	PRINTING - HANG TAGS		452.55
	11/27/2019		1	452.55
ALS TRUESDAIL LABORATORIES INC				
000031560	521905009	WATER QUALITY TESTING		11.00
000031560	521905008	WATER QUALITY TESTING		51.00
000031560	521905317	WATER QUALITY TESTING		51.00
	11/22/2019		1	113.00
UNDERGROUND SERVICE ALERT/SC				
000031427	1020190427	UNDERGROUND DIG ALERT		666.70
	11/7/2019		1	666.70
VULCAN MATERIALS				
000031430	72391847	PAVING MATERIALS		93.96
000031566	72396351	PAVING MATERIALS		170.98
000031566	72403173	PAVING MATERIALS		170.16
	11/22/2019		2	435.10
WEST COAST SAND & GRAVEL				
000031447	195525	FILL SAND		468.53
	11/7/2019		1	468.53
TOTAL WATER SYSTEM			27	45,690.62

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
VARIOUS				
AC POZOS ELECTRIC CORPORATION				
000031432	ACP2019-1199	LAB RELOCATE		744.44
	11/7/2019		1	744.44
AMAZON BUSINESS				
000031433	1XNH-VVLX-61WR	OFFICE SUPPLIES		287.76
000031433	1GXK-MQJG-TQF3	OFFICE SUPPLIES		14.00
000031433	1LPD-7GHD-VYL7	OFFICE SUPPLIES		21.54
000031482	1H91-RQM1-D6LW	OFFICE SUPPLIES		78.52
000031482	1M9F-9WRY-RHDF	OFFICE SUPPLIES		149.95
000031482	1PP1-K4XG-C6RH	OFFICE SUPPLIES		83.31
000031482	1WT6-1WC4-7KCM	OFFICE SUPPLIES		72.18
000031482	164Y-NCX7-YG9H	OFFICE SUPPLIES		53.85
000031482	17CK-DX74-FT4D	OFFICE SUPPLIES		132.81
000031482	1DGK-XH4J-TW6T	OFFICE SUPPLIES		89.36
000031482	1RT7-1LY6-H69J	OFFICE SUPPLIES		46.70
000031549	13H1-CYL1-YC1F	OFFICE SUPPLIES		106.15
000031549	1K93-LLLY-DQFF	OFFICE SUPPLIES		19.72
000031549	1YT9-7KQ1-N6YL	OFFICE SUPPLIES		104.05
000031549	1TCQ-4QQW-NRWY	OFFICE SUPPLIES		21.49
000031549	1X14-HRXM-PMCK	OFFICE SUPPLIES		164.62
000031549	1LR4-M1YP-7WRC	OFFICE SUPPLIES		19.38
000031549	1XWV-TLLV-JMYW	OFFICE SUPPLIES		73.12
000031549	17XC-XFV7-G9D4	OFFICE SUPPLIES		154.14
000031549	1MM3-CT1V-9DL9	OFFICE SUPPLIES		68.94
000031549	1TQ4-V4WK-XGYG	OFFICE SUPPLIES		17.23
000031609	1PNK-933C-6QCD	OFFICE SUPPLIES		84.99
000031609	1LPD-7GHD-XWJD	OFFICE SUPPLIES		22.62
000031609	1G36-9QK7-WMKP	OFFICE SUPPLIES		64.71
000031609	1XKJ-PQH4-LNCF	OFFICE SUPPLIES		30.64
000031609	14XD-Y9H6-67M1	OFFICE SUPPLIES		43.08
	11/27/2019		4	2,024.86
AT&T				
000031492	000013838685	ACCT#939106144-OCTOBER 2019		55.60
000031492	000013837827	ACCT#9391055284 OCTOBER 2019		3,339.54

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
	11/14/2019		1	3,395.14
AT&T				
000031394	9337NOV19	714-435-9337 NOVEMBER 2019		1,754.95
000031483	4054011OCT19	030 203 4054 001 OCTOBER 2019		109.23
000031484	8274OCT19	949-722-8274 OCTOBER 2019		177.44
000031485	8315NOV19	714-241-8315 NOVEMBER 2019		660.52
000031486	0779NOV19	339-263-0779 NOVEMBER 2019		1,594.63
000031487	0926NOV19	949-650-0926 NOVEMBER 2019		1,480.92
000031488	3066NOV19	960-350-3066 NOVEMBER 2019		4,060.28
000031489	8883NOV19	949-631-8883 NOVEMBER 2019		353.29
000031490	3044NOV19	949-574-3044 NOVEMBER 2019		2,170.14
000031491	9024NOV19	339-264-9024 NOVEMBER 2019		351.43
000031523	4054001NOV19	030 203 4054 001 NOVEMBER 2019		83.69
000031524	8274NOV19	949-722-8274 NOVEMBER 2019		177.60
	11/22/2019		12	12,974.12
BEHRENS AND ASSOCIATES, INC.				
000031454	RI11669	SOUND PANEL RENTAL		1,551.60
	11/14/2019		1	1,551.60
CAROUSEL INDUSTRIES NORTH AMERICA				
000031573	2432769H1019	FUZE SIMPLICITY VOICE CLOUD		4,249.68
	11/27/2019		1	4,249.68
CASE COMMUNICATIONS				
000031574	111519	SPONSORSHIP - KOCI RADIO		6,500.00
	11/27/2019		1	6,500.00
ELITE EQUIPMENT				
000031610	38088	REPAIRS		252.08
000031610	38087	REPAIRS		1,116.33
	11/27/2019		1	1,368.41
FEDERAL EXPRESS CORPORATION				
000031529	6-832-86577	SHIPPING SERVICES		27.61
	11/22/2019		1	27.61

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
GENERAL PUMP COMPANY				
000031585	27467	RAGD REPLACEMENT		33,615.26
	11/27/2019		1	<u>33,615.26</u>
GRAINGER				
000031498	9326934891	SAFETY TOOLS & EQUIPMENT		344.32
000031498	9330771511	SAFETY TOOLS & EQUIPMENT		1,501.31
	11/14/2019		1	<u>1,845.63</u>
HACH COMPANY				
000031458	11700958	WATER QUALITY SUPPLIES		1,047.94
000031532	11709305	WATER QUALITY SUPPLIES		3,588.27
000031611	11710122	WATER QUALITY SUPPLIES		340.19
000031611	11714888	WATER QUALITY SUPPLIES		490.69
	11/27/2019		3	<u>5,467.09</u>
HASHTAG PINPOINT				
000031407	1206	STRATEGIC COMMUNICATIONS		4,000.00
	11/7/2019		1	<u>4,000.00</u>
THE HOME DEPOT COMMERCIAL ACCT				
000031408	1915OCT19	TOOLS & EQUIPMENT		2,139.53
	11/7/2019		1	<u>2,139.53</u>
HUB AUTO SUPPLY				
000031438	131054	AUTO SUPPLIES		33.78
	11/7/2019		1	<u>33.78</u>
INDEPENDENT STATIONERS				
000031589	SI00376123	OFFICE SUPPLIES		544.20
	11/27/2019		1	<u>544.20</u>
LUCILLE'S SMOKEHOUSE BBQ				
000031414	E27626	November 2019 Safety Lunch		1,806.26
	11/7/2019		1	<u>1,806.26</u>

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
MATTHEW MESA				
000031536	131	MWD WEBSITE SUPPORT		1,500.00
	11/22/2019		1	1,500.00
ORANGE COUNTY HOSE CO				
000031615	157236	WATER HOSE & FITTINGS		72.73
	11/27/2019		1	72.73
PRIME SYSTEMS INDUSTRIAL AUTOMATION				
000031597	825-12	SCADA SYSTEMS SUPPORT		4,960.32
	11/27/2019		1	4,960.32
PROCRETE RESOURCES INC				
000031556	49912	PUMP REPAIR		689.38
000031556	49992	PUMP REPAIR		742.15
	11/22/2019		1	1,431.53
RUTAN & TUCKER, LLP				
000031542	851069	SPECIAL LEGAL COUNSEL		1,680.00
	11/22/2019		1	1,680.00
SOUTHERN CALIFORNIA GAS CO				
000031471	05060829008OCT19	NATURAL GAS, WELL 5, OCT 2019		12,560.53
000031600	05200799004NOV19	NATURAL GAS RES 2. NOV 2019		2,397.39
	11/27/2019		2	14,957.92
SHERWIN WILLIAMS COMPANY				
000031544	5470-5	PAINTING SUPPLIES		51.73
	11/22/2019		1	51.73
SIGN DEPOT				
000031557	8993	EMP NAME PLATE		48.49
000031557	8994	LAMINATED DECALS		441.78
	11/22/2019		1	490.27

ACCOUNTS PAID LISTING

FROM 11/1/2019 TO 11/30/2019

Vendor Check Number	Invoice Number	Description	Check Count	Amount
SOTO RESOURCES				
000031601	MWD#005	PROFESSIONAL SERVICES		2,614.50
	11/27/2019		1	<u>2,614.50</u>
TRUSSELL TECHNOLOGIES INC				
000031475	5627	M18-116 DISINFECTION CONV STDY		4,260.00
	11/14/2019		1	<u>4,260.00</u>
TYCO/ JOHNSON CONTROLS				
000031561	33314266	SERVICE CALL		484.88
000031561	33325758	Receivings Transaction Entry		1,551.37
	11/22/2019		1	<u>2,036.25</u>
UNITED INTERIORS				
000031428	4199	DISTRICT IMPROVEMENTS		5,190.89
000031476	4191	M18-105 ADMIN IMPROVEMENTS		1,112.40
	11/14/2019		2	<u>6,303.29</u>
VALLEY POWER				
000031445	B41653	WELL 5 ENGINE REPAIR		1,463.26
000031445	B41814	WELL 5 ENGINE REPAIR		5,130.52
000031445	B41845	WELL 5 ENGINE REPAIR		3,984.60
	11/7/2019		1	<u>10,578.38</u>
VONAGE HOLDINGS CORPORATION				
000031564	1880455	TELEPHONE SERVICES		21,682.77
000031564	1890162	TELEPHONE SERVICES		10,875.87
	11/22/2019		1	<u>32,558.64</u>
WHITTINGHAM PUBLIC AFFAIRS ADVISORS				
000031431	000535	SCAQMD CONSULTING		2,200.00
	11/7/2019		1	<u>2,200.00</u>
TOTAL VARIOUS			50	167,983.17
GRAND TOTAL			275	1,229,033.51



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: December 19, 2019
SUBJECT: Monthly Financial Reports

RECOMMENDATION

This item is provided for information.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

The attached Treasurer's status reports reflect the performance of Mesa Water's cash and investment accounts.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Monthly Treasurer's Status Report on Investments as of 11/30/19
Attachment B: Monthly Treasurer's Status Report on Investments as of 10/31/19

Mesa Water District
Monthly Treasurer's Status Report on Investments
As of 11/30/2019



Investments are in compliance with the Investment Policy adopted as Resolution 1506 of the Mesa Water District Board of Directors. The liquidity of investments will meet cash flow needs for the next six months except under unforeseen catastrophic circumstances.

<u>Investments</u>	<u>Maturity Date</u>	<u>Days to Maturity</u>	<u>YTM@Cost</u>	<u>Cost Value</u>	<u>% of Portfolio</u>	<u>Policy % Limit</u>	<u>Market Value</u>
Local Agency Investment Fund (LAIF)	Liquid	1	2.10%	1,061.98	0.00%	No Limit	1,061.98
Orange County Investment Pool (OCIP)	Liquid	1	2.01%	3,727,637.62	10.75%	No Limit	3,727,637.62
Miscellaneous Cash (Petty Cash, Emergency Cash, etc.)	Liquid	1	0.00%	4,500.00	0.01%	N/A	4,500.00
Union Bank Custody Account							
Negotiable Certificate of Deposit	Various	1,090	2.05%	9,055,787.50	26.30%	30.00%	9,122,363.12
US Agency	Various	725	1.73%	12,822,543.50	37.00%	No Limit	12,836,644.75
Sub Total / Average				21,878,331.00			21,959,007.87
Union Bank Accounts							
	Liquid	1	0.45%	8,998,188.21	25.94%	No Limit	8,998,188.21
Total / Average		555	1.51%	\$ 34,609,718.81	100.00%		\$ 34,690,395.68

<u>PARS OPEB & Pension Trust</u>	<u>Monthly Rate of Return</u>	<u>Cost Value</u>	<u>Market Value</u>
Public Agency Retirement Services (PARS)			
Capital Appreciation HighMark PLUS Fund			
OPEB	2.45%	1,308,441.11	1,479,766.45
Pension Trust	2.46%	12,811,131.54	13,957,002.24
		\$ 14,119,572.65	\$ 15,436,768.69

Local Agency Investment Fund (LAIF)

LAIF includes funds designated for allocation of working capital cash to reserves, working capital cash and advances for construction. LAIF market value on Monthly Treasurer's Status Report on Investments for months between quarters is the dollar amount invested times the fair market value Fair Value factor of prior quarter end. The general ledger LAIF carrying value reflects market value (unrealized gains and losses) only at fiscal year end. LAIF provides the Fair Value factor as of March 31, June 30, September 30 and December 31 each year. LAIF market value on this report is based on the September 2019 Fair Value Factor of 1.001642817.

Orange County Treasurer's Investment Pool (OCIP)

The MY 2019 net asset value factor is estimated at 1.00, and the interest rate is the Monthly Net Yield.

Weighted Average Return

Mesa Water® Funds | 1.51%

Benchmark: 3 Month Treasury Bill - November 2019 | 1.57%

Weighted Average Maturity

Years | 1.5

Days to Maturity | 555

PARS OPEB & Pension Trust Benchmark - S & P 500 Index

1 Month | 3.40%

Mesa Water District
 Portfolio Holdings
 Certificate of Participation Investments
 Report Format: By Transaction
 Group By: Portfolio Name
 Average By: Market Value
 Portfolio / Report Group: Report Group: COPS Trust Indentures
 As of 11/30/2019

Description	CUSIP/Ticker	Asset Category	Coupon Rate	YTM @ Cost	Settlement Date	Maturity Date	Cost Value	Market Value	% of Portfolio
2010 COPS									
US Bank Cash	MM6000	6000 Reserve Fund - Liquid Assets	0.000	0.000	8/31/2015	N/A	0.02	0.02	100.00
Sub Total / Average 2010 COPS			0.000	0.000			0.02	0.02	100.00
Total / Average			0.000	0.000			0.02	0.02	100

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: Report Group: Treasurer's Report
Begin Date: 10/31/2019, End Date: 11/30/2019

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
FFCB 2.125 6/5/2023	3133EKPT7	1.560	11/8/2019	6/5/2023	500,000.00	509,783.00	4,515.63	514,298.63
FNMA 1.375 9/6/2022	3135G0W33	1.550	11/8/2019	9/6/2022	500,000.00	497,585.00	1,184.03	498,769.03
Enterprise Bank & Trust 1.75 11/8/2023	29367SJR6	1.750	11/8/2019	11/8/2023	249,000.00	249,000.00	0.00	249,000.00
FAMC 2.15 6/5/2024	31422BGA2	1.610	11/8/2019	6/5/2024	500,000.00	511,859.50	4,568.75	516,428.25
Raymond James Bank 1.75 11/8/2023	75472RAH4	1.750	11/8/2019	11/8/2023	247,000.00	247,000.00	0.00	247,000.00
Third Federal Savings 1.75 11/13/2023	88413QCJ5	1.750	11/12/2019	11/13/2023	247,000.00	247,000.00	0.00	247,000.00
Garnett State Bank 1.7 11/19/2024	366526AW1	1.700	11/19/2019	11/19/2024	249,000.00	249,000.00	0.00	249,000.00
Citizens State Bank 1.7 11/22/2024	176688CR8	1.700	11/22/2019	11/22/2024	249,000.00	249,000.00	0.00	249,000.00
Sub Total / Average Buy					2,741,000.00	2,760,227.50	10,268.41	2,770,495.91
Interest								
Merrick Bank UT 3 7/31/2023	59013J6G9	0.000	11/1/2019	7/31/2023	0.00	0.00	634.44	634.44
Wells Fargo SD 1.6 8/3/2021	9497486Z5	0.000	11/3/2019	8/3/2021	0.00	0.00	335.65	335.65
FHLB 2 11/10/2021-18	3130A9S44	0.000	11/10/2019	11/10/2021	0.00	0.00	7,500.00	7,500.00
Beneficial Mutual Savings PA 1.55 11/16/2021	08173QBU9	0.000	11/16/2019	11/16/2021	0.00	0.00	1,929.98	1,929.98
Washington TR County 1.45 5/18/2020	940637HX2	0.000	11/18/2019	5/18/2020	0.00	0.00	1,805.47	1,805.47
Commonwealth Bank & Trust KY 2 9/18/2024	202710AJ8	0.000	11/18/2019	9/18/2024	0.00	0.00	422.96	422.96
Business Bank MO 2 1/20/2022	12325EHH8	0.000	11/20/2019	1/20/2022	0.00	0.00	419.56	419.56
First National Bank MI 2 1/20/2022	32110YJT3	0.000	11/20/2019	1/20/2022	0.00	0.00	341.42	341.42
Capital One VA 2.65 5/22/2024	14042RLP4	0.000	11/22/2019	5/22/2024	0.00	0.00	3,286.29	3,286.29
FHLMC 1.65 11/22/2021-17	3134GAUB8	0.000	11/22/2019	11/22/2021	0.00	0.00	8,043.75	8,043.75
Bank of Baroda 1.85 11/23/2021	06062QXG4	0.000	11/23/2019	11/23/2021	0.00	0.00	2,303.53	2,303.53
Celtic Bank UT 1.65 10/23/2024	15118RSV0	0.000	11/23/2019	10/23/2024	0.00	0.00	348.94	348.94
First Keystone Community Bank PA 1.9 10/23/2023-20	32065RAF2	0.000	11/23/2019	10/23/2023	0.00	0.00	401.81	401.81
Parkside Financial Bank MO 1.85 10/23/2024	70147ADG6	0.000	11/23/2019	10/23/2024	0.00	0.00	391.24	391.24
Eaglebank MD 2.5 5/24/2024	27002YEN2	0.000	11/24/2019	5/24/2024	0.00	0.00	528.70	528.70
Countryside Federal CU NY 1.65 10/28/2021	22239MAL2	0.000	11/28/2019	10/28/2021	0.00	0.00	346.14	346.14
Orange County Investment Pool LGIP	LGIP9LC	0.000	11/30/2019	N/A	0.00	0.00	3,176.89	3,176.89
Franklin Synergy Bank TN 2 1/31/2022	35471TCV2	0.000	11/30/2019	1/31/2022	0.00	0.00	406.03	406.03
Sub Total / Average Interest					0.00	0.00	32,622.80	32,622.80

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Sell								
FFCB 1.42 1/12/2021-16	3133EGLH6	0.000	11/8/2019	1/12/2021	1,000,000.00	996,350.00	4,575.56	1,000,925.56
FNMA 1.625 8/10/2021-16	3136G3N76	0.000	11/8/2019	8/10/2021	1,000,000.00	997,300.00	3,972.22	1,001,272.22
Sub Total / Average Sell					2,000,000.00	1,993,650.00	8,547.78	2,002,197.78

Mesa Water District
Portfolio Holdings
Investment Report | PARS Trust
Report Format: By CUSIP / Ticker
Group By: Portfolio Name
Average By: Market Value
Portfolio / Report Group: Report Group: PARS Trust
As of 11/30/2019

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS OPEB Trust					
Columbia Contrarian Fund	19766M709	Mutual Fund	3,280.39	76,030.58	92,112.93
DFA Large Cap	233203868	Mutual Fund	2,827.51	59,679.48	65,315.08
Dodge & Cox International	256206103	Mutual Fund	964.35	38,434.23	41,620.44
Dodge & Cox Stock Fund	256219106	Mutual Fund	636.78	116,602.06	126,546.49
Doubeline Core Fix Income	258620301	Mutual Fund	9,367.68	102,156.01	103,793.84
Harbor Capital Appreciation	411512528	Mutual Fund	790.74	51,632.29	63,670.46
Hartford Schroders	41665X859	Mutual Fund	4,772.78	71,801.41	75,410.05
iShares Russell Mid Cap	464287499	Mutual Fund	1,551.00	53,349.81	90,888.60
Managers Behavioral Value	904504479	Mutual Fund	1,196.98	74,684.83	76,451.82
MFS International	552746356	Mutual Fund	1,143.84	32,528.47	41,692.85
PGIM Total Return Bond	74440B884	Mutual Fund	6,953.70	101,407.84	104,235.71
Pimco Total Return Fund	693390700	Mutual Fund	9,965.64	103,264.60	104,141.15
Price T Rowe Growth	741479406	Mutual Fund	868.01	51,492.90	63,478.17
US Bank PARS - OPEB Trust MM	MM4900	Money Market	16,651.12	16,651.12	16,651.12
Vanguard Growth & Income	921913208	Mutual Fund	2,809.80	198,624.80	239,761.92
Vanguard Real Estate	922908553	Mutual Fund	623.00	53,071.36	57,982.61
Vanguard Short Term	922031836	Mutual Fund	3,650.76	38,216.03	39,172.65
Victoria RS	92647Q363	Mutual Fund	901.56	68,813.29	76,840.56
Sub Total / Average PARS OPEB Trust			68,955.64	1,308,441.11	1,479,766.45

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS Pension Trust					
Columbia Contrarian Fund	19766M709	Mutual Fund	30,938.93	798,690.01	868,764.82
DFA Large Cap	233203868	Mutual Fund	26,668.07	561,123.14	616,032.55
Dodge & Cox International	256206103	Mutual Fund	9,095.07	404,909.31	392,543.92
Dodge & Cox Stock Fund	256219106	Mutual Fund	6,005.77	1,194,249.41	1,193,526.28
Doubeline Core Fix Income	258620301	Mutual Fund	88,350.74	960,656.53	978,926.01
Harbor Capital Appreciation	411512528	Mutual Fund	7,457.89	540,317.27	600,509.06
Hartford Schroders	41665X859	Mutual Fund	45,015.91	676,842.60	711,251.38
iShares Russell Mid Cap	464287499	Mutual Fund	13,956.00	386,021.64	817,821.60
Managers Behavioral Value	904504479	Mutual Fund	11,289.86	744,587.24	721,082.97
MFS International	552746356	Mutual Fund	10,788.12	356,689.80	393,227.01
PGIM Total Return Bond	74440B884	Mutual Fund	65,410.85	949,376.98	980,508.73
Pimco Total Return Fund	693390700	Mutual Fund	93,749.09	959,747.06	979,678.02
Price T Rowe Growth	741479406	Mutual Fund	8,186.73	542,882.35	598,695.57
US Bank PARS - Pension Trust Cash	CASH4901	Cash	52,827.87	52,827.87	52,827.87
US Bank PARS - Pension Trust MM	MM4901	Money Market	144,754.41	144,754.41	144,754.41
Vanguard Growth & Income	921913208	Mutual Fund	26,500.88	2,035,380.16	2,261,319.25
Vanguard Real Estate	922908553	Mutual Fund	5,933.00	495,952.02	552,184.31
Vanguard Short Term	922031836	Mutual Fund	34,352.50	358,520.08	368,602.26
Victoria RS	92647Q363	Mutual Fund	8,503.41	647,603.66	724,746.22
Sub Total / Average PARS Pension Trust			689,785.10	12,811,131.54	13,957,002.24
Total / Average			758,740.74	14,119,572.65	15,436,768.69

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: PARS OPEB Trust
Begin Date: 10/31/2019, End Date: 11/30/2019

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Pimco Total Return Fund	693390700	0.000	11/30/2019	N/A	25.609	267.61	0.00	267.61
PGIM Total Return Bond	74440B884	0.000	11/30/2019	N/A	18.308	274.44	0.00	274.44
Vanguard Short Term	922031836	0.000	11/30/2019	N/A	8.438	90.54	0.00	90.54
Hartford Schroders	41665X859	0.000	11/27/2019	N/A	1,170.505	18,739.78	0.00	18,739.78
DFA Large Cap	233203868	0.000	11/27/2019	N/A	231.256	5,381.33	0.00	5,381.33
Managers Behavioral Value	904504479	0.000	11/27/2019	N/A	85.883	5,530.84	0.00	5,530.84
Pimco Total Return Fund	693390700	0.000	11/27/2019	N/A	356.438	3,728.34	0.00	3,728.34
PGIM Total Return Bond	74440B884	0.000	11/27/2019	N/A	240.726	3,610.89	0.00	3,610.89
Vanguard Short Term	922031836	0.000	11/27/2019	N/A	124.573	1,336.67	0.00	1,336.67
Victoria RS	92647Q363	0.000	11/27/2019	N/A	29.408	2,514.69	0.00	2,514.69
Doubeline Core Fix Income	258620301	0.000	11/27/2019	N/A	393.747	4,374.53	0.00	4,374.53
Sub Total / Average Buy					2,684.891	45,849.66	0.00	45,849.66
Dividend								
Pimco Total Return Fund	693390700	0.000	11/30/2019	N/A	0.00	0.00	267.61	267.61
PGIM Total Return Bond	74440B884	0.000	11/30/2019	N/A	0.00	0.00	274.44	274.44
Vanguard Short Term	922031836	0.000	11/30/2019	N/A	0.00	0.00	90.54	90.54
Doubeline Core Fix Income	258620301	0.000	11/4/2019	N/A	0.00	0.00	275.73	275.73
Sub Total / Average Dividend					0.00	0.00	908.32	908.32
Interest								
US Bank PARS - OPEB Trust MM	MM4900	0.000	11/30/2019	N/A	0.00	0.00	80.05	80.05
Sub Total / Average Interest					0.00	0.00	80.05	80.05
Sell								
Vanguard Growth & Income	921913208	0.000	11/27/2019	N/A	20.775	1,779.59	0.00	1,779.59
Dodge & Cox Stock Fund	256219106	0.000	11/27/2019	N/A	11.137	2,223.39	0.00	2,223.39
Columbia Contrarian Fund	19766M709	0.000	11/27/2019	N/A	8.497	239.62	0.00	239.62
Dodge & Cox International	256206103	0.000	11/27/2019	N/A	14.456	627.97	0.00	627.97
MFS International	552746356	0.000	11/27/2019	N/A	19.981	731.10	0.00	731.10
Price T Rowe Growth	741479406	0.000	11/27/2019	N/A	15.39	1,130.40	0.00	1,130.40
Harbor Capital Appreciation	411512528	0.000	11/27/2019	N/A	25.145	2,029.96	0.00	2,029.96
Sub Total / Average Sell					115.381	8,762.03	0.00	8,762.03

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: PARS Pension Trust
Begin Date: 10/31/2019, End Date: 11/30/2019

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Hartford Schroders	41665X859	0.000	11/27/2019	N/A	10,748.633	172,085.61	0.00	172,085.61
DFA Large Cap	233203868	0.000	11/27/2019	N/A	1,978.688	46,044.06	0.00	46,044.06
Managers Behavioral Value	904504479	0.000	11/27/2019	N/A	721.016	46,433.42	0.00	46,433.42
Pimco Total Return Fund	693390700	0.000	11/27/2019	N/A	3,014.347	31,530.07	0.00	31,530.07
PGIM Total Return Bond	74440B884	0.000	11/27/2019	N/A	2,040.043	30,600.65	0.00	30,600.65
Vanguard Short Term	922031836	0.000	11/27/2019	N/A	1,039.93	11,158.45	0.00	11,158.45
Victoria RS	92647Q363	0.000	11/27/2019	N/A	218.082	18,648.22	0.00	18,648.22
Doubeline Core Fix Income	258620301	0.000	11/27/2019	N/A	2,984.846	33,161.64	0.00	33,161.64
Sub Total / Average Buy					22,745.585	389,662.12	0.00	389,662.12
Dividend								
Pimco Total Return Fund	693390700	0.000	11/30/2019	N/A	0.00	0.00	2,532.89	2,532.89
PGIM Total Return Bond	74440B884	0.000	11/30/2019	N/A	0.00	0.00	2,597.85	2,597.85
Vanguard Short Term	922031836	0.000	11/30/2019	N/A	0.00	0.00	857.17	857.17
Doubeline Core Fix Income	258620301	0.000	11/4/2019	N/A	0.00	0.00	2,622.90	2,622.90
Sub Total / Average Dividend					0.00	0.00	8,610.81	8,610.81
Interest								
US Bank PARS - Pension Trust MM	MM4901	0.000	11/30/2019	N/A	0.00	0.00	0.11	0.11
US Bank PARS - Pension Trust MM	MM4901	0.000	11/30/2019	N/A	0.00	0.00	738.86	738.86
Sub Total / Average Interest					0.00	0.00	738.97	738.97
Sell								
Vanguard Growth & Income	921913208	0.000	11/27/2019	N/A	417.201	35,737.44	0.00	35,737.44
Dodge & Cox Stock Fund	256219106	0.000	11/27/2019	N/A	157.487	31,440.70	0.00	31,440.70
Columbia Contrarian Fund	19766M709	0.000	11/27/2019	N/A	333.507	9,404.90	0.00	9,404.90
Dodge & Cox International	256206103	0.000	11/27/2019	N/A	215.204	9,348.46	0.00	9,348.46
MFS International	552746356	0.000	11/27/2019	N/A	282.189	10,325.30	0.00	10,325.30
Price T Rowe Growth	741479406	0.000	11/27/2019	N/A	209.188	15,364.86	0.00	15,364.86
Harbor Capital Appreciation	411512528	0.000	11/27/2019	N/A	295.711	23,872.75	0.00	23,872.75
Sub Total / Average Sell					1,910.487	135,494.41	0.00	135,494.41

Mesa Water District
Monthly Treasurer's Status Report on Investments
As of 10/31/2019



Investments are in compliance with the Investment Policy adopted as Resolution 1506 of the Mesa Water District Board of Directors. The liquidity of investments will meet cash flow needs for the next six months except under unforeseen catastrophic circumstances.

<u>Investments</u>	<u>Maturity Date</u>	<u>Days to Maturity</u>	<u>YTM@Cost</u>	<u>Cost Value</u>	<u>% of Portfolio</u>	<u>Policy % Limit</u>	<u>Market Value</u>
Local Agency Investment Fund (LAIF)	Liquid	1	2.19%	1,061.98	0.00%	No Limit	1,061.98
Orange County Investment Pool (OCIP)	Liquid	1	2.12%	3,724,460.73	11.24%	No Limit	3,724,460.73
Miscellaneous Cash (Petty Cash, Emergency Cash, etc.)	Liquid	1	0.00%	4,500.00	0.01%	N/A	4,500.00
Union Bank Custody Account							
Negotiable Certificate of Deposit	Various	1,042	2.10%	7,814,787.50	23.78%	30.00%	7,878,478.97
US Agency	Various	656	1.72%	13,301,716.00	40.23%	No Limit	13,330,066.75
Sub Total / Average				21,116,503.50			21,208,545.72
Union Bank Accounts							
	Liquid	1	0.45%	8,196,148.53	24.74%	No Limit	8,196,148.53
Total / Average		512	1.54%	\$ 33,042,674.74	100.00%		\$ 33,134,716.96

<u>PARS OPEB & Pension Trust</u>	<u>Monthly Rate of Return</u>	<u>Cost Value</u>	<u>Market Value</u>
Public Agency Retirement Services (PARS)			
Capital Appreciation HighMark PLUS Fund			
OPEB	1.61%	1,306,505.71	1,445,000.01
Pension Trust	1.61%	12,973,399.57	13,683,425.66
		\$ 14,279,905.28	\$ 15,128,425.67

Local Agency Investment Fund (LAIF)

LAIF includes funds designated for allocation of working capital cash to reserves, working capital cash and advances for construction. LAIF market value on Monthly Treasurer's Status Report on Investments for months between quarters is the dollar amount invested times the fair market value Fair Value factor of prior quarter end. The general ledger LAIF carrying value reflects market value (unrealized gains and losses) only at fiscal year end. LAIF provides the Fair Value factor as of March 31, June 30, September 30 and December 31 each year. LAIF market value on this report is based on the September 2019 Fair Value Factor of 1.001642817.

Orange County Treasurer's Investment Pool (OCIP)

The MY 2019 net asset value factor is estimated at 1.00, and the interest rate is the Monthly Net Yield.

Weighted Average Return

Mesa Water® Funds | 1.54%

Benchmark: 3 Month Treasury Bill - October 2019 | 1.69%

Weighted Average Maturity

Years | 1.4

Days to Maturity | 512

PARS OPEB & Pension Trust Benchmark - S & P 500 Index

1 Month | 2.04%

Mesa Water District
 Portfolio Holdings
 Certificate of Participation Investments
 Report Format: By Transaction
 Group By: Portfolio Name
 Average By: Market Value
 Portfolio / Report Group: Report Group: COPS Trust Indentures
 As of 10/31/2019

Description	CUSIP/Ticker	Asset Category	Coupon Rate	YTM @ Cost	Settlement Date	Maturity Date	Cost Value	Market Value	% of Portfolio
2010 COPS									
US Bank Cash	MM6000	6000 Reserve Fund - Liquid Assets	0.000	0.000	8/31/2015	N/A	0.02	0.02	100.00
Sub Total / Average 2010 COPS			0.000	0.000			0.02	0.02	100.00
Total / Average			0.000	0.000			0.02	0.02	100

Mesa Water District
Transactions Summary
Monthly Treasurer's Status Report - Investment Activity
Group By: Action
Portfolio / Report Group: Report Group: Treasurer's Report
Begin Date: 09/30/2019, End Date: 10/31/2019

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Sallie Mae Bank UT 1.9 10/16/2024	7954504P7	1.900	10/17/2019	10/16/2024	247,000.00	247,000.00	12.86	247,012.86
Celtic Bank UT 1.65 10/23/2024	15118RSV0	1.650	10/23/2019	10/23/2024	249,000.00	249,000.00	0.00	249,000.00
First Keystone Community Bank PA 1.9 10/23/2023-20	32065RAF2	1.900	10/23/2019	10/23/2023	249,000.00	249,000.00	0.00	249,000.00
Parkside Financial Bank MO 1.85 10/23/2024	70147ADG6	1.850	10/23/2019	10/23/2024	249,000.00	249,000.00	0.00	249,000.00
Ally Bank UT 1.85 10/24/2022	02007GML4	1.850	10/24/2019	10/24/2022	247,000.00	247,000.00	0.00	247,000.00
Sub Total / Average Buy					1,241,000.00	1,241,000.00	12.86	1,241,012.86
Interest								
Merrick Bank UT 3 7/31/2023	59013J6G9	0.000	10/1/2019	7/31/2023	0.00	0.00	613.97	613.97
Wells Fargo SD 1.6 8/3/2021	9497486Z5	0.000	10/3/2019	8/3/2021	0.00	0.00	324.82	324.82
Amercian Express 2.45 4/5/2022	02587DN38	0.000	10/5/2019	4/5/2022	0.00	0.00	3,034.04	3,034.04
LAIF LGIP	LGIP0012	0.000	10/15/2019	N/A	0.00	0.00	6.50	6.50
Commonwealth Bank & Trust KY 2 9/18/2024	202710AJ8	0.000	10/18/2019	9/18/2024	0.00	0.00	409.32	409.32
Business Bank MO 2 1/20/2022	12325EHH8	0.000	10/20/2019	1/20/2022	0.00	0.00	406.03	406.03
First National Bank MI 2 1/20/2022	32110YJT3	0.000	10/20/2019	1/20/2022	0.00	0.00	330.41	330.41
Eaglebank MD 2.5 5/24/2024	27002YEN2	0.000	10/24/2019	5/24/2024	0.00	0.00	511.64	511.64
FNMA 1 10/24/2019	3135G0R39	0.000	10/24/2019	10/24/2019	0.00	0.00	5,000.00	5,000.00
FNMA 1.35 4/27/2020-17	3136G4FP3	0.000	10/27/2019	4/27/2020	0.00	0.00	1,012.50	1,012.50
Countryside Federal CU NY 1.65 10/28/2021	22239MAL2	0.000	10/28/2019	10/28/2021	0.00	0.00	334.97	334.97
FHLB 1.43 10/29/2019-13	3133813H6	0.000	10/29/2019	10/29/2019	0.00	0.00	1,787.50	1,787.50
OCIP LGIP	LGIP9LC	0.000	10/31/2019	N/A	0.00	0.00	7,198.52	7,198.52
Franklin Synergy Bank TN 2 1/31/2022	35471TCV2	0.000	10/31/2019	1/31/2022	0.00	0.00	419.56	419.56
Sub Total / Average Interest					0.00	0.00	21,389.78	21,389.78
Matured								
FNMA 1 10/24/2019	3135G0R39	0.000	10/24/2019	10/24/2019	1,000,000.00	1,000,000.00	0.00	1,000,000.00
FHLB 1.43 10/29/2019-13	3133813H6	0.000	10/29/2019	10/29/2019	250,000.00	250,000.00	0.00	250,000.00
Sub Total / Average Matured					1,250,000.00	1,250,000.00	0.00	1,250,000.00

Mesa Water District
Portfolio Holdings
Investment Report | PARS Trust
Report Format: By CUSIP / Ticker
Group By: Portfolio Name
Average By: Market Value
Portfolio / Report Group: Report Group: PARS Trust
As of 10/31/2019

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS OPEB Trust					
Columbia Contrarian Fund	19766M709	Mutual Fund	3,288.88	76,225.19	89,358.64
DFA Large Cap	233203868	Mutual Fund	2,596.25	54,298.15	59,142.29
Dodge & Cox International	256206103	Mutual Fund	978.80	39,013.53	41,510.28
Dodge & Cox Stock Fund	256219106	Mutual Fund	647.91	118,642.37	123,770.84
Doubeline Core Fix Income	258620301	Mutual Fund	8,973.93	97,781.48	99,790.06
Harbor Capital Appreciation	411512528	Mutual Fund	815.89	53,203.85	61,836.00
Hartford Schroders	41665X859	Mutual Fund	3,602.28	53,061.63	56,844.03
iShares Russell Mid Cap	464287499	Mutual Fund	1,551.00	53,349.81	87,709.05
Managers Behavioral Value	904504479	Mutual Fund	1,111.10	69,153.99	68,233.14
MFS International	552746356	Mutual Fund	1,163.82	33,073.63	41,501.75
PGIM Total Return Bond	74440B884	Mutual Fund	6,694.66	97,522.51	100,553.60
Pimco Total Return Fund	693390700	Mutual Fund	9,583.59	99,268.65	100,819.60
Price T Rowe Growth	741479406	Mutual Fund	883.40	52,344.86	61,370.37
US Bank PARS - OPEB Trust MM	MM4900	Money Market	53,341.63	53,341.63	53,341.63
Vanguard Growth & Income	921913208	Mutual Fund	2,830.58	200,065.65	233,212.74
Vanguard Real Estate	922908553	Mutual Fund	623.00	53,071.36	58,748.90
Vanguard Short Term	922031836	Mutual Fund	3,517.75	36,788.82	37,815.79
Victoria RS	92647Q363	Mutual Fund	872.15	66,298.60	69,441.30
Sub Total / Average PARS OPEB Trust			103,076.62	1,306,505.71	1,445,000.01

Description	CUSIP/Ticker	Security Type	Face Amount/Shares	Cost Value	Market Value
PARS Pension Trust					
Columbia Contrarian Fund	19766M709	Mutual Fund	31,272.44	807,479.94	849,671.78
DFA Large Cap	233203868	Mutual Fund	24,689.38	515,079.08	562,424.26
Dodge & Cox International	256206103	Mutual Fund	9,310.28	414,762.28	394,849.39
Dodge & Cox Stock Fund	256219106	Mutual Fund	6,163.25	1,226,080.89	1,177,366.59
Doubeline Core Fix Income	258620301	Mutual Fund	85,365.89	927,494.89	949,268.57
Harbor Capital Appreciation	411512528	Mutual Fund	7,753.60	561,874.71	587,645.20
Hartford Schroders	41665X859	Mutual Fund	34,267.28	504,756.99	540,737.63
iShares Russell Mid Cap	464287499	Mutual Fund	14,754.00	549,270.58	834,338.70
Managers Behavioral Value	904504479	Mutual Fund	10,568.84	698,153.82	649,032.35
MFS International	552746356	Mutual Fund	11,070.31	366,114.86	394,767.26
PGIM Total Return Bond	74440B884	Mutual Fund	63,370.81	918,776.33	951,829.63
Pimco Total Return Fund	693390700	Mutual Fund	90,734.74	928,216.99	954,529.53
Price T Rowe Growth	741479406	Mutual Fund	8,395.92	556,796.44	583,264.42
US Bank PARS - Pension Trust MM	MM4901	Money Market	458,650.14	458,650.14	458,650.14
Vanguard Growth & Income	921913208	Mutual Fund	26,918.08	2,067,622.54	2,217,779.86
Vanguard Real Estate	922908553	Mutual Fund	5,933.00	495,952.02	559,481.90
Vanguard Short Term	922031836	Mutual Fund	33,312.57	347,361.63	358,110.07
Victoria RS	92647Q363	Mutual Fund	8,285.33	628,955.44	659,678.38
Sub Total / Average PARS Pension Trust			930,815.86	12,973,399.57	13,683,425.66
Total / Average			1,033,892.48	14,279,905.28	15,128,425.67

Mesa Water District
 Transactions Summary
 Monthly Treasurer's Status Report - Investment Activity
 Group By: Action
 Portfolio / Report Group: PARS OPEB Trust
 Begin Date: 09/30/2019, End Date: 10/31/2019

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Buy								
Pimco Total Return Fund	693390700	0.000	10/31/2019	N/A	24.501	257.75	0.00	257.75
PGIM Total Return Bond	74440B884	0.000	10/31/2019	N/A	17.813	267.55	0.00	267.55
Vanguard Short Term	922031836	0.000	10/31/2019	N/A	8.372	90.00	0.00	90.00
Sub Total / Average Buy					50.686	615.30	0.00	615.30
Dividend								
Doubeline Core Fix Income	258620301	0.000	10/2/2019	N/A	0.00	0.00	286.66	286.66
Pimco Total Return Fund	693390700	0.000	10/31/2019	N/A	0.00	0.00	257.75	257.75
PGIM Total Return Bond	74440B884	0.000	10/31/2019	N/A	0.00	0.00	267.55	267.55
Vanguard Short Term	922031836	0.000	10/31/2019	N/A	0.00	0.00	90.00	90.00
Sub Total / Average Dividend					0.00	0.00	901.96	901.96
Interest								
US Bank PARS - OPEB Trust MM	MM4900	0.000	10/31/2019	N/A	0.00	0.00	0.01	0.01
US Bank PARS - OPEB Trust MM	MM4900	0.000	10/31/2019	N/A	0.00	0.00	86.36	86.36
Sub Total / Average Interest					0.00	0.00	86.37	86.37

Mesa Water District
 Transactions Summary
 Monthly Treasurer's Status Report - Investment Activity
 Group By: Action
 Portfolio / Report Group: PARS Pension Trust
 Begin Date: 09/30/2019, End Date: 10/31/2019

Description	CUSIP/Ticker	YTM @ Cost	Settlement Date	Maturity Date	Face Amount/Shares	Principal	Interest/Dividends	Total
Dividend								
Doubeline Core Fix Income	258620301	0.000	10/2/2019	N/A	0.00	0.00	2,726.94	2,726.94
Pimco Total Return Fund	693390700	0.000	10/31/2019	N/A	0.00	0.00	2,446.44	2,446.44
PGIM Total Return Bond	74440B884	0.000	10/31/2019	N/A	0.00	0.00	2,539.32	2,539.32
Vanguard Short Term	922031836	0.000	10/31/2019	N/A	0.00	0.00	854.38	854.38
Sub Total / Average Dividend					0.00	0.00	8,567.08	8,567.08
Interest								
US Bank PARS - Pension Trust MM	MM4901	0.000	10/31/2019	N/A	0.00	0.00	553.68	553.68
US Bank PARS - Pension Trust MM	MM4901	0.000	10/31/2019	N/A	0.00	0.00	0.18	0.18
Sub Total / Average Interest					0.00	0.00	553.86	553.86



FINANCE COMMITTEE

Major Staff Projects

Title	Comments	Status
Human Resource Information System/Payroll System	Human Resource Information System/Payroll System	In Process
Invoice Cloud	Invoice Cloud (New Billing System)	In Process



COMMITTEE POLICY & RESOLUTION REVIEW

FINANCE COMMITTEE

Policy Assignments for 2019

Policy Name	Resolution No.	Date Adopted	Revision Schedule	Last Reviewed
Travel and Business Expense Reimbursement	1467	11/16/15	Review and update as needed * Scheduled for the 1/27/20 meeting	03/20/17
Designated Funds - Financial Policies and Guidelines in Establishing Rates	1443	03/15/14	Review at least once every 5 years * Scheduled for the 1/27/20 meeting	03/15/14
Auditors, Policy to Solicit Proposals for Outside Services	1501	06/08/17	Review and update as needed	06/08/17
Capacity Charges	1449	08/14/14	Review and update as needed	08/14/14
Disposal of Surplus Property	1513	06/21/18	Review and update as needed	06/21/18
Fees and Charges for Miscellaneous Services	1526	11/25/19	Review at least biennially	11/25/19
Identity Theft Prevention Program	1372	03/24/09	Review and update as needed	03/24/09
Investment Policy and Delegation of Authority	1506	12/14/17	Review and update as needed	12/20/18
Procurement Guidelines/ Disbursement Guidelines	1508	01/18/18	Review and update as needed	01/18/18



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: December 19, 2019
SUBJECT: ACWA/JPIA Commitment to Excellence Program

RECOMMENDATION

Approve Mesa Water District's participation in the Association of California Water Agencies Joint Powers Insurance Authority Commitment to Excellence Program and sign the Commitment to Excellence Agreement.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

The Association of California Water Agencies Joint Powers Insurance Authority's (ACWA/JPIA) Commitment to Excellence Program assists its membership in reducing the frequency and severity of liability, workers' compensation and property losses. The ACWA/JPIA Commitment to Excellence Program between ACWA/JPIA and its membership is the starting point for initiating and sustaining the effort.

The most frequent and costly claims from ACWA/JPIA's members are auto, infrastructure, construction, employment practices, ergonomic and fall injury incidents. ACWA/JPIA's focus is to encourage and assist its members in implementing programs and practices that can prevent these types of claims.

The support of the State's Boards of Directors is critical in influencing the loss reduction activities and practices of ACWA/JPIA's members. ACWA/JPIA is requesting Mesa Water District's (Mesa Water®) Board of Directors (Board) commitment by supporting the ACWA/JPIA Commitment to Excellence Program. If Mesa Water's Board commits to the program, ACWA/JPIA will recognize the District as follows:

- Mesa Water will receive an ACWA/JPIA Commitment to Excellence framed certificate.
- Beginning in 2020, attendees at ACWA/JPIA Conferences will have a special ribbon added to their nametag indicating Mesa Water's commitment.
- Participation in ACWA/JPIA's Commitment to Excellence Program will be highlighted in future "Perspective" articles and emphasized at Executive Committee Meetings and at future ACWA/JPIA Conferences.

Results of ACWA/JPIA's Commitment to Excellence Program will be reflected in the long-term loss rate and cost statistics following implementation. Loss rates and cost statistics will be reported and evaluated during ACWA/JPIA Committee and Board Meetings.



ACWA/JPIA staff has preliminarily evaluated Mesa Water's risk management programs and practices and feels that no major changes are necessary if the District commits to this program.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: ACWA/JPIA Commitment to Excellence Agreement



Commitment to Excellence

Mesa Water District

and the ACWA JPIA in mutual support for ensuring the most consistent, cost effective, and broadest possible affordable insurance coverage and related services, and in partnership with all JPIA members, and in the interest of reducing **Mesa Water District's** insurance costs, commit to a program of excellence that, through the implementation of "best practices" reduces the potential and frequency of:

- **Vehicle Losses**
- **Infrastructure Related Losses**
- **Construction Related Losses**
- **Employment Practices Claims**
- **Ergonomic (Musculoskeletal) and Fall Injuries**

and fully support the goal of implementing effective preventative measures that work to achieve these loss reductions.

Walt "Hudy" Sell (CEO, ACWA JPIA)
Signature

Signature (General Manager)

Signature (Board Member)

Signature (Board Member)

Signature (Board Member)

Signature (Board Member)

Signature (Board Member)



*Dedicated to
Satisfying our Community's
Water Needs*

MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: December 19, 2019
SUBJECT: Banking Services

RECOMMENDATION

Recommend that the Board of Directors award a contract to Pacific Premier Bank for five years with 2 one-year renewal options to provide Banking Services.

STRATEGIC PLAN

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

PRIOR BOARD ACTION/DISCUSSION

At its January 22, 2008 meeting, the Board of Directors (Board) awarded a contract for Banking Services and authorized execution of the contracts with the selected vendor.

DISCUSSION

Union Bank has been providing Mesa Water District (Mesa Water®) banking services since 2008. Over a number of years the customer service responsiveness from Union Bank has deteriorated and rates began to increase, without reevaluation. To ensure the District is receiving the ideal service level for banking services at a reasonable cost to the public, Mesa Water developed a Request for Proposals (RFP). The primary reason for the request for proposal is the non-responsive customer service received by the District from Union Bank.

Mesa Water solicited proposals from 11 qualified banks to provide Banking Services. Seven banks attended the pre-proposal meeting. Out of the seven banks, six proposals were received. The proposals were reviewed by a Selection Panel comprised of three Mesa Water staff and two external panelists from Santa Margarita Water District and Municipal Water District of Orange County. Each firm was evaluated based on qualifications, experience, staff availability, project understanding, scope of work approach, and proposal quality. The results were as follows:

Rank	Firm	Final Score
1	Bank of The West	4.12
2	Pacific Premier Bank	3.99
3	US Bank	3.99
4	MUFG Union Bank	2.54

The top four banks were invited to interview with a five person panel to evaluate their experience, staff experience, customer service and ability to handle the District's specific needs. The final scores after the interviews are above. After the completion of the interviews the top three banks based on score were Bank of the West, US Bank and Pacific Premier Bank.



Staff considered pricing from the top three banks and this was not a major consideration because the earning credits provided from all three banks cancel out all potential fees for services.

The three Mesa Water staff on the selection panel rated Bank of the West and Pacific Premier Bank as the top two. When looking at customer service from the banking institution and the ability of the bank to address staff's needs timely and completely the top rated bank was Pacific Premier Bank. Pacific Premier Bank is the only bank that is local to Orange County and would provide the District with one specific representative and a defined team to address questions from the various departments at Mesa Water that need banking support. These departments include Customer Services, Financial Services and Administrative Services.

Pacific Premier Bank (PPB) is headquartered in Irvine, California and has over 40 office located in California, Airozan, Nevada and Washington. PPB was formed in 1983 and is a California State-Chartered Financial Institution, FDIC Insuraced and a member of the Federal Reserve System. The bank is ranked as one of America's best banks by Forbes and has a 5-Star Rating from Bauer Financial and has been recommended 54 consecutive quarters.

Staff recommends that the Board approve a contract for banking services with Pacific Premier Bank.

FINANCIAL IMPACT

In Fiscal Year 2020, \$12,000 is budgeted for Banking Services; \$3,100 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: December 19, 2019
SUBJECT: Financial Advisory Services

RECOMMENDATION

Recommend that the Board of Directors award a contract to Fieldman Rolapp & Associates for an amount not to exceed \$200,000 to provide Financial Advisory Services, and authorize execution of the contract.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION

At its July 11, 2013 meeting, the Board of Directors (Board) approved a contract to Fieldman Rolapp & Associates in the amount of \$15,000 to assist Mesa Water District (Mesa Water®) in maintaining AAA credit rating, conducting a 5 year cash flow and on call Financial Advisory Services.

BACKGROUND

Fieldman Rolapp & Associates has assisted Mesa Water District (Mesa Water®) with financial advisory services since 2010. The services provided included:

- Review of Mesa Water's Financial Status and Policy Update/Development;
- Special Assignments as Director by Mesa Water and Identification of Mesa Water's Objectives;
- Transaction Management;
- Special Financing Services;
- Financial Modeling; and
- Other Financial Advisory Services.

Through the financial advisory services provided by Fieldman Rolapp & Associates Mesa Water was able to achieve a strong AAA credit rating, issue 2010 and 2017 Certificates of Participation and assist Mesa Water in achieving the Board strong financial goals.

DISCUSSION

At the November 14, 2019 workshop, staff was given direction to investigate potential financing options to fund the approved Capital Improvement Plan (CIP). Staff will be looking to utilize the services of Fieldman Rolapp & Associates to look at all potential financing options for the five year CIP plan.

These services will include the following services:

- Analytical Services



- Transaction Services

Staff recommends that the Board approve a contract for financial advisory services with Fieldman Rolapp & Associates for an amount not to exceed \$200,000.

FINANCIAL IMPACT

In Fiscal Year 2020, \$395,500 is budgeted for Support Services; \$100,000 has been spent to date.

ATTACHMENTS

None.



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MEMORANDUM

TO: Finance Committee
FROM: Denise Garcia, Administrative Services Manager
DATE: December 19, 2019
SUBJECT: Information Technology Project Support Services

RECOMMENDATION

Recommend that the Board of Directors award a contract to T2 Tech Group, LLC for as needed Information Technology project support service in the amount of \$400,000 per year for five years.

STRATEGIC PLAN

Goal #2: Practice perpetual infrastructure renewal and improvement.
Goal #3: Be financially responsible and transparent.
Goal #6: Provide outstanding customer service.

PRIOR BOAD ACTION/DISCUSSION

At its August 8, 2013 meeting, the Board of Directors (Board) awarded a contract to T2 Tech Group, LLC (T2) in the amount of \$80,000 for the Information Technology (IT) Program Assessment and authorized the General Manager to execute the contract.

At its January 9, 2014 meeting, the Board approved a change order with T2 for the IT Assessment for an amount not to exceed \$7,000 and authorized the General Manager to execute the change order.

At its May 22, 2014 meeting, the Board authorized \$1,275,000 for the IT Implementation Plan and approved T2 to provide the architecture, design, and project coordination services to re-engineer the IT Operations Model.

At its September 11, 2014 meeting, the Board awarded a contract to T2 for an amount not to exceed \$30,000 for a Citrix Environment Remediation Project and authorized the General Manager to sign the contract.

At its December 14, 2017 meeting, the Board approved \$479,553 for Phase 2 of the IT Master Plan Project and authorized staff to work with T2 to provide design, implementation, and project coordination services.

At its October 10, 2019 meeting, the Board approved a contract to T2 Tech Group, LLC in the amount of \$480,000 per year for five years with 2 one-year renewal options to provide Information Technology Support Services

BACKGROUND

In 2013, after conducting a competitive selection process, the Board awarded a contract to T2 to conduct an IT program assessment. The assessment evaluated Mesa Water District's (Mesa Water®) IT business strategy, system operations, infrastructure, applications, organization, and resources to identify areas of improvement. T2 recommended developing an IT Master Plan to

improve Mesa Water's IT infrastructure.

In 2014, the Board approved the IT Implementation Plan (IT Master Plan) and approved T2 to provide architecture, design, and project coordination services to re-engineer the IT Operations Model.

The IT Master Plan Project was completed over the past five years and included the following priorities:

Priority 1 has been completed and included the ability to recover data in the event of loss and to improve visibility of the IT systems. Data recovery included the development of architecture, design, and plans to implement an enterprise backup environment; and implemented unified backup systems configured to backup both virtual and physical environments. Improving visibility for data recovery included developing, documenting, and publishing the following:

- Monitoring procedures to validate executed backup jobs;
- Creating processes for failed backup jobs to avoid data loss and ensure data protection;
- Testing data recovery processes across all platforms; and,
- Developing a plan to confirm valid recovery of key Mesa Water systems and data from backups.

Priority 2 has been completed and consisted of closing security gaps by developing security architecture for hardware and software that could be managed, monitored, and redundant. Additionally, closing security gaps included policy control for restricting access to critical servers and ensuring proper configuration of firewall servers.

Priority 3 has been completed and involved the reduction of capacity gaps. Implementing a reduction of capacity gaps included developing architecture, design, and a plan to implement an enterprise storage environment. With this environment in place, Mesa Water was able to identify and document a business continuity plan in the event of a catastrophic failure or failover to accommodate maintenance of primary storage. Configuration of secondary storage has been completed.

Priority 4 has been completed and consisted of replacing aging IT infrastructure. Prior to server replacement, a server architecture and topology diagrams that included all server names, locations, roles, and Internet Protocol configurations was created. With the diagrams established, implementation of a server architecture design to govern the installation/configuration of new servers and changes to existing servers was utilized and standardized all servers. An establishment of standards development and management processes included the following:

- A configuration change management process;
- A design and standards review process; and,
- A standards exception approval process.

Priority 5 has been completed and encompassed the transition to an Industry Best Practices Operations Model. This priority began with the establishment of Service Level Agreements - key documents defining what provided IT services are expected and agreed upon. Operation Metrics were implemented measuring three objectives: personnel workload and quality management, system monitoring and management, and incident management and root cause analysis. Layered on the Operational Processes and Metrics is a Continuous Quality Improvement Process that ensures quality improvement as processes and technology change over time.

In 2017, during the implementation of the IT Master Plan, a recommendation was made as part of the Business Improvement Process Implementation to outsource the District's IT Support Services.

On March 26, 2018, the Board approved the staffing plan for Fiscal Year 2019 which included the elimination of the two vacant full-time equivalent (FTE) budgeted IT employees. Based on their knowledge of the District's operations, T2 was selected to replace Mesa Water's two IT employees. The cost for IT Support Services was available based on the budgeted staffing costs totaling \$390,000 which consisted of the annual salary and benefits costs for the two FTE-budgeted IT employees.

DISCUSSION

T2 has been providing IT Support Services to Mesa Water since 2013 including assessment of the District's previous program and implementation of the IT Master Plan. T2 is most familiar with the District's IT infrastructure, operational processes, and metrics. They understand the needs of Mesa Water, the Board of Directors, the management team and staff, and are very responsive when needed.

In addition to the IT Support Services that T2 Tech Group provides, there are a number of approved IT capital projects in the IT Master Plan that require project management, oversight and architecture from T2 Tech Group. These projects include the following:

- Workstation Refresh/Growth
- IT Security
- IT Infrastructure Refresh
- IT Infrastructure Growth/Upgrades
- Monitoring/Management
- SCADA Metrics
- Microsoft Office 365 Migration

The estimated cost of the project management, oversight and architecture for these projects is \$1,000,000.

Mesa Water staff has planned some additional IT Environment Governance and Quality Assurance project work. The estimate cost for this work is \$415,000.



Finally, over the next five years it is expected that a number of Capital and Non Capital projects will take place at the District that require IT Support. It is estimated that this support will be approximately \$100,000 per year for five years totaling \$500,000.

FINANCIAL IMPACT

In Fiscal Year 2020, \$1,000,000 is budgeted for IT Capital Projects; \$300,000 has been spent to date.

ATTACHMENTS

None.

REPORTS:

9. REPORT OF THE GENERAL MANAGER

REPORTS:

10. DIRECTORS' REPORTS AND COMMENTS



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MEMORANDUM

TO: Finance Committee
FROM: Marwan Khalifa, CPA, MBA, Chief Financial Officer
DATE: December 19, 2019
SUBJECT: Fiscal Year Annual Reimbursement Report

RECOMMENDATION

Receive and file the Fiscal Year 2019 Annual Reimbursement Report (CA Government Code 53065.5) for the period of July 1, 2018 through June 30, 2019.

STRATEGIC PLAN

Goal #3: Be financially responsible and transparent.

PRIOR BOARD ACTION/DISCUSSION

None.

DISCUSSION

California Government Code Section 53065.5 requires all Special Districts to disclose any reimbursements of one hundred dollars (\$100) or more for each individual charge for services or products received paid to Board members and staff within the preceding fiscal year. The individual charge can include, but is not limited to: tuition, certification or license reimbursement; meals, lodging, and transportation reimbursement; or registration fees reimbursement. The disclosure requirement is fulfilled by including the reimbursement information in a document published or printed at least annually and shall be made available for public inspection.

Staff has reviewed all Director and employee reimbursements for the time period of July 1, 2018 through June 30, 2019 (Fiscal Year 2019) and has identified those reimbursements where a single item met or exceeded the \$100 threshold. The annual reimbursement report is attached.

FINANCIAL IMPACT

None.

ATTACHMENTS

Attachment A: Fiscal Year 2019 Annual Reimbursement Report

FISCAL YEAR 2019 ANNUAL REIMBURSEMENT REPORT PER CA GOVERNMENT CODE SECION 53065.5

In accordance with CA Government Code 53065.5, the following report identifies reimbursements for \$100 or more for each individual charge paid to Board members and staff for services or products received within the preceding fiscal year.

NAME	DATE	BUSINESS PURPOSE	AMOUNT
Paul Shoenberger	7/10/2018	Conference Reimbursement	\$339.81
Stryder Huff	7/10/2018	Certificate Reimbursement	\$125.00
Justin Finch	7/16/2018	Employee Expense Reimbursement	\$366.20
Stryder Huff	7/16/2018	Certificate Reimbursement	\$190.00
Stephen Hershey	7/17/2018	Employee Expense Reimbursement	\$567.00
James Atkinson	7/17/2018	Director Expense Reimbursement	\$111.73
Stacie Sheek	8/12/2018	Education Reimbursement	\$1,008.83
Marice Depasquale	8/20/2018	Director Expense Reimbursement	\$250.00
Paul Shoenberger	8/24/2018	Employee Expense Reimbursement	\$1,600.38
Tyler Jernigan	8/28/2018	Education Reimbursement	\$2,590.44
Scott Sullivan	9/11/2018	Certificate Reimbursement	\$105.00
Dustin Burnside	9/18/2018	Certificate Reimbursement	\$105.00
Bob Mitchell	9/27/2018	Employee Expense Reimbursement	\$789.11
James Atkinson	9/27/2018	Conference Reimbursement	\$137.34
Justin Finch	10/1/2018	Safety Shoes	\$200.00
Justin Finch	10/5/2018	Conference Reimbursement	\$950.48
Marwan Khalifa	10/9/2018	Conference Reimbursement	\$574.03
James Fisler	10/9/2018	Director Expense Reimbursement	\$120.00
Marice Depasquale	10/9/2018	Director Expense Reimbursement	\$289.98
Paul Shoenberger	10/10/2018	Employee Expense Reimbursement	\$569.66
Alison Wade	10/15/2018	Employee Expense Reimbursement	\$275.12
Karyn Igar	10/18/2018	Conference Reimbursement	\$181.50
Anthony Phou	10/29/2018	Employee Expense Reimbursement	\$793.45
Paul Shoenberger	10/30/2018	Conference Reimbursement	\$617.55
Fred Bockmiller	11/5/2018	Director Expense Reimbursement	\$130.13
Stephen Hershey	11/6/2018	Safety Shoes	\$183.15
Stacy Taylor	11/21/2018	Conference Reimbursement	\$193.20
Kaying Lee	11/28/2018	Conference Reimbursement	\$1,339.40
Bryan Tyson	11/29/2018	Certificate Reimbursement	\$105.00
Marwan Khalifa	11/29/2018	Conference Reimbursement	\$1,465.85
Fred Bockmiller	11/29/2018	Conference Reimbursement	\$183.69

NAME	DATE	BUSINESS PURPOSE	AMOUNT
Shawn Dewane	11/30/2018	Conference Reimbursement	\$156.82
Paul Shoenberger	12/3/2018	Employee Expense Reimbursement	\$387.50
Coleman Lepage	12/4/2018	Safety Shoes	\$200.00
Tyler Jernigan	12/6/2018	Safety Shoes	\$150.30
James Atkinson	12/6/2018	Conference Reimbursement	\$158.49
James Fisler	12/6/2018	Director Expense Reimbursement	\$240.00
Marice Depasquale	12/6/2018	Conference Reimbursement	\$122.03
James Fisler	12/7/2018	Director Expense Reimbursement	\$119.90
Bob Mitchell	12/10/2018	Employee Expense Reimbursement	\$197.67
Marwan Khalifa	12/13/2018	Employee Expense Reimbursement	\$141.00
Dustin Burnside	1/4/2019	Certificate Reimbursement	\$370.00
Fred Bockmiller	1/4/2019	Director Expense Reimbursement	\$131.54
Anthony Phou	1/11/2019	Employee Expense Reimbursement	\$849.71
Marice Depasquale	1/11/2019	Director Expense Reimbursement	\$1,785.91
Karyn Igar	1/28/2019	Education Reimbursement	\$3,107.87
Tyler Jernigan	1/28/2019	Education Reimbursement	\$2,656.19
Marwan Khalifa	1/29/2019	Employee Expense Reimbursement	\$220.25
Paul Shoenberger	1/31/2019	Employee Expense Reimbursement	\$573.96
Shawn Dewane	2/14/2019	Director Expense Reimbursement	\$3,395.82
Marice Depasquale	2/15/2019	Conference Reimbursement	\$146.10
James Fisler	2/19/2019	Director Expense Reimbursement	\$120.00
Shawn Dewane	2/20/2019	Director Expense Reimbursement	\$178.17
Marice Depasquale	2/21/2019	Director Expense Reimbursement	\$101.98
Alonzo Alatorre	2/25/2019	Safety Shoes	\$200.00
James Atkinson	2/28/2019	Conference Reimbursement	\$188.68
Bryan Tyson	3/1/2019	Education Reimbursement	\$352.31
Fred Bockmiller	3/1/2019	Director Expense Reimbursement	\$204.02
Darryl Hopkins	3/4/2019	Education Reimbursement	\$119.55
Tyler Jernigan	3/6/2019	Education Reimbursement	\$1,342.75
Coleman Lepage	3/7/2019	Employee Expense Reimbursement	\$214.09
Denise Garcia	3/7/2019	Conference Reimbursement	\$163.78
Gregory Byers	3/7/2019	Safety Shoes	\$176.68
Stryder Huff	3/7/2019	Employee Expense Reimbursement	\$159.31
Stacie Sheek	3/11/2019	Education Reimbursement	\$832.50
Stephen Hershey	3/12/2019	Conference Reimbursement	\$120.30
Dustin Burnside	3/14/2019	Employee Expense Reimbursement	\$241.19

NAME	DATE	BUSINESS PURPOSE	AMOUNT
Paul Shoenberger	3/18/2019	Employee Expense Reimbursement	\$505.73
Fred Bockmiller	3/20/2019	Director Expense Reimbursement	\$119.13
Marwan Khalifa	3/26/2019	Employee Expense Reimbursement	\$172.39
Paul Shoenberger	3/29/2019	Employee Expense Reimbursement	\$573.96
James Atkinson	4/1/2019	Conference Reimbursement	\$202.09
Bryan Tyson	4/22/2019	Certificate Reimbursement	\$135.00
Dustin Burnside	5/2/2019	Safety Shoes	\$195.52
Stacie Sheek	5/6/2019	Education Reimbursement	\$832.50
Marwan Khalifa	5/9/2019	Conference Reimbursement	\$964.72
Fred Bockmiller	5/10/2019	Conference Reimbursement	\$249.94
Carrie Fesili	5/15/2019	Employee Expense Reimbursement	\$127.58
Stacy Taylor	5/20/2019	Employee Expense Reimbursement	\$129.12
Tony Amaro	5/28/2019	Safety Shoes	\$200.00
Shawn Dewane	5/29/2019	Director Expense Reimbursement	\$102.32
Karyn Igar	6/3/2019	Education Reimbursement	\$2,834.03
Kevin Hanson	6/4/2019	Safety Shoes	\$200.00
Brittany Erdman	6/6/2019	Employee Expense Reimbursement	\$312.37
James Atkinson	6/7/2019	Director Expense Reimbursement	\$109.33
James Fisler	6/7/2019	Director Expense Reimbursement	\$313.78
Bryan Tyson	6/18/2019	Safety Shoes	\$200.00
Tracy Manning	6/24/2019	Safety Shoes	\$129.25
Dustin Burnside	6/26/2019	Employee Expense Reimbursement	\$239.99
Stephen Hershey	6/26/2019	Conference Reimbursement	\$304.20
Brittany Erdman	6/27/2019	Employee Expense Reimbursement	\$156.32
			\$45,593.67