

**LA HABRA HEIGHTS COUNTY  
WATER DISTRICT**

**BOARD MEETING**

**NOVEMBER 14, 2023**

**AGENDA FOR REGULAR MEETING  
BOARD OF DIRECTORS  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
November 14, 2023 @ 4:00PM**

- 1. Roll call of Directors by Secretary**
- 2. Notation of staff members and others present**
- 3. Public Communications** (Comments will be limited to 3 minutes)
- 4. Directors Report – Individual, Subcommittees and/or Attended Events**
- 5. Consent Items:** It is recommended these items be acted upon simultaneously unless separate discussion or action is requested by a member of the public or a Director.
  - a. Minutes of Regular Board meeting for October 24, 2023 (approve)
  - b. Financial Reports – October 2023 (approve)
- 6. Approval of warrants and authorize signatures per warrant list**
- 7. Report of Superintendent**
- 8. Report and recommendations of the General Manager:**
  - a. Discuss and Action – Investment into Treasury Bills
  - b. Discuss and Award – Contract for Well 12 Drilling
  - c. Discuss and Action – Closing District Office Every Other Friday
  - d. Discuss and Action – Moving the December Board Meeting to the Second Tuesday of the Month
- 9. Closed Session**
  - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

In re: Aqueous Film-Forming Foams Products Liability. Case No. 2:18-mn-2873-RMG, pending in the United States District Court for the District of South Carolina, Charleston Division. Discussion of existing litigation pursuant to Government Code section 54956.9, paragraph (1) of subdivision (d).
- 10. Adjournment**

Any documents that are provided to the Board of Directors regarding items on this agenda less than 72 hours prior to this meeting will be available for public inspection at the front counter of the District office located at 1271 N. Hacienda Road, La Habra Heights, California 90631

# MINUTES

MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF DIRECTORS  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
OCTOBER 24, 2023

A regular meeting of the Board of Directors of La Habra Heights County Water District was held on October 24, 2023, at 4:02 p.m., at the office of the District, located at 1271 North Hacienda Road, La Habra Heights.

Item 1. Roll call of Directors by Assistant General Manager/Superintendent, Joe Matthews.

PRESENT: Directors Cooke, Crabb, McVicar and Perumean

ABSENT: Director Baroldi

Item 2. Staff members and others present. Staff: Joe Matthews, Assistant General Manager/Superintendent. Others present: Michael Silander, Attorney at Law, and Ken Sansone, by telecommunication.

Item 3. Public Communications – None

(The closed session began at 4:03 p.m. and concluded at 4:43 p.m.)

Item 9.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:  
In re: Aqueous Film-Forming Foams Products Liability. Case No. 2:18-mn-2873-RMG, pending in the United States District Court for the District of South Carolina, Charleston Division. Discussion of existing litigation pursuant to Government Code section 54956.9, paragraph (1) of subdivision (d). No reportable action was taken.

Item 9.b CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Government Code Section 54956.9(d)(2)/(e)(3). One matter. Claimant: Humberto Morales. After discussion, there was a motion by Director McVicar and seconded by Director Crabb to deny the claim. The vote was as follows:

AYES: Directors Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: Director Baroldi

Item 4. Directors Report – Individual, Subcommittees and/or Attended Events. –

Director McVicar discussed Treasury Bills and Heights Life will be writing an article on storing water for emergency preparedness.

Item 5.a.&b Minutes of Regular Meeting for September 26, 2023, and Financial Reports September 2023. After discussion, there was a motion by Director McVicar and seconded by Director Perumean to approve the minutes and financial reports. The vote was as follows:

AYES: Directors Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: Director Baroldi

Item 6. Approval of warrants and authorized signatures per warrant list. After discussion, there was a motion made by Director McVicar and seconded by Director Crabb that the warrant numbers 46357 through 46417 in the amount of \$351,703.12 and EFT transfers in the amount of \$13,545.05 be approved and signatures be authorized. The vote was as follows:

AYES: Directors Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: Director Baroldi

Item 7. Report of Superintendent. The superintendent informed that five service leaks were repaired and replaced one leaking service. There was a main leak on West Road at Le Flore. A homeowner worked without a dig alert ticket and hit our mainline, and we contracted J.A. Salazar for the repair. The water service for 513 Avocado Crest was relocated. The District replaced Clinical Laboratory as our contracted laboratory due to issues with our routine water sampling. The laboratory reported positive bacteriological samples at four locations, including our La Mirada Reservoir, while Orchard Dale Water District had no positive samples from the same reservoir. A follow-up sample of all our locations was absent of bacteria. The District is now using Weck Laboratories for testing. A leak on our 20-inch mainline on West Road caused water to be off for 400 customers for 32 hours.

Item 8.a. Discussion, and Approve – H2O Pipeline newsletter. After discussion, there was a motion by Director McVicar and seconded by Director Perumean to approve H2O pipeline with some minor changes and additions. The vote was as follows:

AYES: Directors Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: Director Baroldi

Item 10. There being no further business to come before the Board, a motion was made by Director Cooke and seconded by Director Crabb that the meeting be adjourned at 5:31 p.m. The vote was as follows:

AYES: Directors Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: Director Baroldi

Dated: October 24, 2023

\_\_\_\_\_  
Brad Cooke, President

(SEAL)

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Michael Gualtieri, Secretary

# FINANCIAL REPORT

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF NET POSITION

October 31, 2022 and October 31, 2023

	<u>2022</u>	<u>2023</u>
<b><u>ASSETS:</u></b>		
<b><u>Current Assets:</u></b>		
CASH-PETTY	300.00	300.00
CASH-CHECKING	1,348,917.95	728,628.02
INVESTMENT-LAIF	4,077,793.85	5,489,585.96
ACCOUNTS RECEIVABLE-WATER	457,507.61	435,107.88
ACCOUNTS RECEIVABLE-OTHER	307,191.42	312,302.22
TAXES RECEIVABLE	-	-
LEASE RECEIVABLE	-	127,183.86
ACCRUED INTEREST RECEIVABLE	5,200.00	16,390.00
INVENTORY	222,183.06	205,189.33
PREPAID EXPENSES	102,145.77	126,562.41
Total Current Assets	<u>6,521,239.66</u>	<u>7,441,249.68</u>
<b><u>Noncurrent Assets:</u></b>		
<b>Capital Assets:</b>		
LAND	532,743.65	532,743.65
WATER RIGHTS	1,608,490.80	1,640,490.80
SOURCE OF SUPPLY	2,271,079.60	2,271,079.60
PUMPING PLANT	1,625,877.77	1,668,932.77
TRANSMISSION & DISTRIBUTION	26,356,058.47	26,532,317.01
GENERAL PLANT	1,758,917.51	1,648,500.03
CONSTRUCTION IN PROGRESS	94,610.13	213,680.62
Total Capital Assets	<u>34,247,777.93</u>	<u>34,507,744.48</u>
Accumulated Depreciation	<u>(19,360,927.25)</u>	<u>(19,590,840.02)</u>
Net Capital Assets	<u>14,886,850.68</u>	<u>14,916,904.46</u>
<b>Other Noncurrent Assets:</b>		
CONSTRUCTION ADVANCE RECEIVABLE	19,677.43	9,960.19
INVESTMENTS-CAL DOMESTIC WATER CO	591.00	591.00
LEASE RECEIVABLE	2,542,038.46	2,292,198.84
Total Other Noncurrent Assets	<u>2,562,306.89</u>	<u>2,302,750.03</u>
<b>Total Assets</b>	<u>23,970,397.23</u>	<u>24,660,904.17</u>
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from pension plan	172,529.00	771,900.00
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from OPEB	<u>259,764.00</u>	<u>225,139.00</u>
Total Deferred Outflows of Resources	<u>432,293.00</u>	<u>997,039.00</u>



# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF NET POSITION

October 31, 2022 and October 31, 2023

	2022	2023
<b>LIABILITIES</b>		
<u>Current Liabilities:</u>		
ACCOUNTS PAYABLE	397,697.61	493,517.98
CURR PORTION-LONG TERM DEBT	59,938.00	61,359.75
ACCRUED INTEREST-CONTRACT PAYABLE-D/G	967.64	489.80
DEPOSITS-CUSTOMERS	5,000.00	2,822.50
DEPOSITS-CONSTRUCTION	4,500.00	9,620.00
ACCRUED PROPERTY TAXES	-	-
ACCRUED PAYROLL	-	-
ACCRUED EMPLOYEE BENEFITS	150,468.34	157,407.33
DEFERRED RENTAL INCOME	-	-
ACCRUED RETIREMENT CONTRIBUTIONS	-	-
NET OPEB OBLIGATION	1,706,103.00	1,038,484.00
NET PENSION LIABILITY	125,862.00	1,248,389.00
Total Current Liabilities	2,450,536.59	3,012,090.36
<u>Long-term Liabilities, net of current portion:</u>		
LOAN PAYABLE-STATE OF CALIF	61,359.75	-
Total Long-term Liabilities	61,359.75	-
<b>Total Liabilities</b>	<b>2,511,896.34</b>	<b>3,012,090.36</b>
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from pension plan	140,358.00	25,928.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from OPEB	385,809.00	1,014,037.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from Leases	2,498,467.21	2,376,606.73
Total Deferred Inflows of Resources	3,024,634.21	3,416,571.73
<u>Net Position:</u>		
INVESTED IN CAPITAL ASSETS, NET RELATED DEBT	14,765,552.93	14,855,544.71
UNRESTRICTED	4,080,929.32	4,363,776.18
RESTRICTED	19,677.43	9,960.19
<b>Total Net Position</b>	<b>18,866,159.68</b>	<b>19,229,281.08</b>

**LA HABRA HEIGHTS COUNTY WATER DISTRICT**  
**STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION**  
For Four Months Ending October 31, 2022 and October 31, 2023

	Last Year Current Month Actual 10/31/2022	Current Month Actual 10/31/2023	Last Year YTD Actual 10/31/2022	Current YTD Actual 10/31/2023	Current Budget 2023/24	Actual 10/31/2023 % of budget 2023/24
<b>Operating Revenue:</b>	472,645.42	457,728.67	1,974,168.18	1,920,051.67	5,766,549.00	33%
<b>Operating Expenses:</b>						
Source of Supply	164,741.79	178,783.28	724,353.44	735,057.64	2,314,176.00	32%
Pumping	4,344.72	5,477.13	24,348.77	25,675.48	134,429.00	19%
Treatment	6,180.50	6,157.84	15,443.45	20,148.38	53,005.00	38%
Transmission & Distribution	65,418.83	31,917.20	223,953.15	260,016.36	693,989.00	38%
Customer Accounts	33,128.23	65,778.05	68,998.75	117,431.03	197,293.00	60%
Administrative and General	107,697.16	115,672.72	550,773.37	603,619.22	1,700,718.00	36%
Capital Improvements	129,275.08	126,340.58	517,100.32	505,362.32	1,502,147.00	34%
Other	6,650.62	7,181.70	30,512.64	33,013.72	99,880.00	33%
<b>TOTAL OPERATING EXPENSES</b>	<b>517,436.93</b>	<b>537,308.50</b>	<b>2,155,483.89</b>	<b>2,300,324.15</b>	<b>6,695,637.00</b>	<b>34%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(44,791.51)</b>	<b>(79,579.83)</b>	<b>(181,315.71)</b>	<b>(380,272.48)</b>	<b>(929,088.00)</b>	<b>41%</b>
<b>Non-Operating Revenues</b>	21,410.48	(2,412.67)	108,837.30	114,853.61	1,114,773.00	10%
<b>Non-Operating Expenses</b>	1,441.91	122.45	3,937.64	1,489.80	15,072.00	10%
<b>NET NON-OPERATING REVENUES (EXPENSES)</b>	<b>19,968.57</b>	<b>(2,535.12)</b>	<b>104,899.66</b>	<b>113,363.81</b>	<b>1,099,701.00</b>	<b>10%</b>
<b>NET INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS</b>	<b>(24,822.94)</b>	<b>(82,114.95)</b>	<b>(76,416.05)</b>	<b>(266,908.67)</b>	<b>170,613.00</b>	<b>-156%</b>
SYSTEM BUY IN FEE			-	24,110.00		
CAPITAL CONTRIBUTIONS			-	1,110.02		
<b>NET INCOME (LOSS) IN NET POSITION</b>			<b>(76,416.05)</b>	<b>(241,688.65)</b>		
<b>NET POSITION-BEGINNING OF YEAR</b>			<b>18,942,575.73</b>	<b>19,470,969.73</b>		
<b>NET POSITION-END OF PERIOD</b>			<b>18,866,159.68</b>	<b>19,229,281.08</b>		

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF REVENUE AND EXPENSES

For Four Months Ending October 31, 2022 and October 31, 2023

	Last Year Current Month Actual 10/31/2022	Current Month Actual 10/31/2023	Last Year YTD Actual 10/31/2022	Current YTD Actual 10/31/2023	Current Budget 2023/24	Actual 10/31/2023 % of budget 2023/24 33%
<b>OPERATING REVENUES</b>						
SALES-WATER	279,813.97	251,918.92	1,206,908.21	1,096,401.34	3,298,111.00	33%
SALES-READINESS TO SERVE	188,724.42	202,077.45	753,711.11	809,716.84	2,407,603.00	34%
SALES-MISCELLANEOUS	4,107.03	3,732.30	13,548.86	13,933.49	30,838.00	45%
LEASE-WATER RIGHTS	-	-	-	-	29,997.00	0%
<b>TOTAL OPERATING REVENUES</b>	<b>472,645.42</b>	<b>457,728.67</b>	<b>1,974,168.18</b>	<b>1,920,051.67</b>	<b>5,766,549.00</b>	<b>33%</b>
<b>OPERATING EXPENSES</b>						
PURCHASED WATER	4,122.17	16,712.79	17,693.18	37,154.24	263,615.00	14%
GROUND WATER REPLENISHMENT ASSMT	97,657.71	91,469.52	450,566.97	402,158.79	1,175,437.00	34%
POWER	62,961.91	70,600.97	256,093.29	295,744.61	875,124.00	34%
<b>TOTAL SOURCE OF SUPPLY</b>	<b>164,741.79</b>	<b>178,783.28</b>	<b>724,353.44</b>	<b>735,057.64</b>	<b>2,314,176.00</b>	<b>32%</b>
LABOR-PUMPING	3,691.40	5,218.83	16,710.13	18,443.31	79,385.00	23%
MAINTENANCE-PUMPING	653.32	258.30	7,638.64	7,232.17	55,044.00	13%
<b>TOTAL PUMPING</b>	<b>4,344.72</b>	<b>5,477.13</b>	<b>24,348.77</b>	<b>25,675.48</b>	<b>134,429.00</b>	<b>19%</b>
MAINT & LABOR-TREATMENT	6,180.50	6,157.84	15,443.45	20,148.38	53,005.00	38%
<b>TOTAL TREATMENT</b>	<b>6,180.50</b>	<b>6,157.84</b>	<b>15,443.45</b>	<b>20,148.38</b>	<b>53,005.00</b>	<b>38%</b>
LABOR-TRANS & DISTRIBUTION	18,488.71	19,990.08	83,000.61	88,983.70	283,716.00	31%
MAINT-TRANS & DISTRIBUTION	37,556.26	5,002.74	93,342.61	109,398.68	190,224.00	58%
JOINT FACILITIES-WELL,LM CONDUIT&RES	24,235.91	23,839.55	96,137.21	128,216.28	441,193.00	29%
ORCHARD DALE PORTION	(14,862.05)	(16,915.17)	(48,527.28)	(66,582.30)	(221,144.00)	30%
<b>TOTAL TRANSMISSION&amp;DISTRIBUTION</b>	<b>65,418.83</b>	<b>31,917.20</b>	<b>223,953.15</b>	<b>260,016.36</b>	<b>693,989.00</b>	<b>38%</b>
LABOR&MAINT-CUSTOMER ACCOUNTS	33,128.23	65,778.05	68,781.10	117,051.75	193,804.00	60%
UNCOLLECTIBLE ACCOUNTS	-	-	217.65	379.28	3,489.00	11%
<b>TOTAL CUSTOMER ACCOUNTS</b>	<b>33,128.23</b>	<b>65,778.05</b>	<b>68,998.75</b>	<b>117,431.03</b>	<b>197,293.00</b>	<b>60%</b>
<b>TOTAL OTHER OPERATING EXPENSES</b>	<b>109,072.28</b>	<b>109,330.22</b>	<b>332,744.12</b>	<b>423,271.25</b>	<b>1,078,716.00</b>	<b>39%</b>
<b>TOTAL SOURCE OF SUPPLY &amp; OPERATING EXPENSES</b>	<b>273,814.07</b>	<b>288,113.50</b>	<b>1,057,097.56</b>	<b>1,158,328.89</b>	<b>3,392,892.00</b>	<b>34%</b>
<b>ADMINISTRATIVE &amp; GENERAL EXPENSES</b>						
LABOR-FIELD-SICK,VAC,HOLIDAY	5,603.39	5,312.27	22,231.06	20,752.65	84,217.00	25%
WAGES-MANAGEMENT	13,021.66	14,217.55	51,353.04	54,157.63	169,614.00	32%
WAGES-OFFICE	16,660.49	21,004.05	73,288.90	89,569.09	280,506.00	32%
WAGES-MGMT&OFFICE-SICK,VAC,HOLIDAY	3,561.98	5,341.96	25,537.29	20,089.18	97,726.00	21%
OFFICE SUPPLIES	2,041.52	2,033.74	8,057.82	8,916.16	31,216.00	29%
AUTO SERVICE	5,275.74	5,065.71	16,597.78	17,222.83	48,559.00	36%
BANK SERVICE CHARGE	710.32	552.95	2,543.07	1,375.14	10,642.00	13%
DUES & SUBSCRIPTIONS	15,340.00	655.00	20,486.08	18,106.98	32,141.00	56%
BUILDING SERVICE	524.18	3,704.34	8,769.38	9,110.02	23,594.00	39%
OFFICE EQUIPMENT MAINT	1,185.28	1,322.55	5,649.13	9,023.99	35,217.00	26%
PROFESSIONAL SERVICES	1,200.00	4,242.45	28,238.99	44,556.41	68,059.00	66%
EDUCATION & MEETINGS	2,443.13	919.19	4,945.35	4,392.29	16,608.00	26%

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF REVENUE AND EXPENSES

For Four Months Ending October 31, 2022 and October 31, 2023

	Last Year Current Month Actual 10/31/2022	Current Month Actual 10/31/2023	Last Year YTD Actual 10/31/2022	Current YTD Actual 10/31/2023	Current Budget 2023/24	Actual 10/31/2023 % of budget 2023/24 33%
LEGAL	-	3,012.50	10,137.50	13,512.50	42,390.00	32%
UTILITIES	1,911.34	2,667.20	14,171.84	12,123.82	45,433.00	27%
ENGINEERING	-	648.00	7,328.00	6,710.50	33,819.00	20%
INSUR-AUTO, LIABILITY & PROPERTY	6,481.41	9,101.91	24,952.33	31,569.54	76,646.00	41%
INSUR-GROUP HEALTH & LIFE	15,869.59	15,194.68	62,597.41	60,905.97	214,571.00	28%
EMPLOYEE WORKERS COMPENSATION	218.42	284.48	7,868.38	8,752.12	34,153.00	26%
DENTAL	-	1,000.00	472.80	4,224.80	4,766.00	89%
RETIREMENT-CALPERS	10,243.61	12,758.29	39,324.30	40,536.65	174,435.00	23%
RETIREMENT-DEFERRED COMP	1,480.37	1,695.11	6,003.19	6,611.04	23,551.00	28%
RETIREMENT-CALPERS UNFUND ACCR LIAB	-	-	89,261.00	80,813.00	83,515.00	97%
MAINTENANCE-GENERAL PLANT	3,924.73	4,938.79	20,958.73	40,586.91	69,340.00	59%
CAPITAL IMPROVEMENTS	129,275.08	126,340.58	517,100.32	505,362.32	1,502,147.00	34%
PROPERTY TAXES	959.99	444.73	2,289.17	1,776.94	6,236.00	29%
PAYROLL TAXES	5,690.63	6,736.97	28,223.47	31,236.78	93,644.00	33%
TOTAL ADMIN & GENERAL EXP	<u>243,622.86</u>	<u>249,195.00</u>	<u>1,098,386.33</u>	<u>1,141,995.26</u>	<u>3,302,745.00</u>	<u>35%</u>
TOTAL OPERATING EXPENSES	<u>517,436.93</u>	<u>537,308.50</u>	<u>2,155,483.89</u>	<u>2,300,324.15</u>	<u>6,695,637.00</u>	<u>34%</u>
OPERATING INCOME (LOSS)	<u>(44,791.51)</u>	<u>(79,579.83)</u>	<u>(181,315.71)</u>	<u>(380,272.48)</u>	<u>(929,088.00)</u>	<u>41%</u>
<b>NONOPERATING REVENUES</b>						
INTEREST INCOME	8,136.22	21,490.21	18,559.22	63,912.21	43,206.00	148%
PROPERTY TAX INCOME	-	(35,975.00)	33,364.43	0.43	916,445.00	0%
RENT INCOME	10,940.71	10,958.80	45,366.23	44,067.03	136,673.00	32%
OIL ROYALTIES	1,763.55	1,113.32	7,667.36	4,086.72	12,635.00	32%
MISCELLANEOUS INCOME	570.00	-	3,880.06	2,787.22	5,814.00	48%
GAIN ON ASSET SOLD	-	-	-	-	-	0%
TOTAL NONOPERATING REVENUES	<u>21,410.48</u>	<u>(2,412.67)</u>	<u>108,837.30</u>	<u>114,853.61</u>	<u>1,114,773.00</u>	<u>10%</u>
<b>NONOPERATING EXPENSES</b>						
INTEREST EXPENSE-D/G LOAN	241.91	122.45	967.64	489.80	609.00	80%
LOSS ON INVESTMENT	-	-	-	-	-	0%
DIRECTORS FEES	1,200.00	-	2,600.00	1,000.00	9,900.00	10%
DIRECTORS EXPENSES	-	-	370.00	-	4,563.00	0%
ELECTION	-	-	-	-	-	0%
TOTAL NONOPERATING EXPENSES	<u>1,441.91</u>	<u>122.45</u>	<u>3,937.64</u>	<u>1,489.80</u>	<u>15,072.00</u>	<u>10%</u>
NET NONOPER REVENUES(EXPENSES)	<u>19,968.57</u>	<u>(2,535.12)</u>	<u>104,899.66</u>	<u>113,363.81</u>	<u>1,099,701.00</u>	<u>10%</u>
NET INCOME (LOSS) IN NET POSTION	<u>(24,822.94)</u>	<u>(82,114.95)</u>	<u>(76,416.05)</u>	<u>(266,908.67)</u>	<u>170,613.00</u>	<u>-156%</u>

# WARRANTS

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**TO:** Michael Gualtieri

**FROM:** Leslie Contreras - Customer Service / Accounting Clerk

**SUBJECT:** Accounts Payable Checks

**DATE:** November 8, 2023

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Check numbers 46440 through 46478 were voided due to a printing error.

**La Habra Heights CWD**  
**AP Check Register (Current by Bank)**  
 Check Dates: Greater than 10/4/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: 13100 - EFT TRANSFERS</b>					<b>13110</b>
1002474140	10/12/23	M	0130	CALPERS	\$5,667.38
1002474141	10/12/23	M	0130	CALPERS	\$1,187.53
**1002486162	11/01/23	M	0130	CALPERS	\$5,667.38
1002486163	11/01/23	M	0130	CALPERS	\$1,665.65
<b>BANK 13100 REGISTER TOTAL:</b>					<b>\$14,187.94</b>
 <b>BANK ID: 13110 - CHECKING- WELLS FARGO</b>					<b>13110</b>
46418	10/18/23	P	0139	ACWA/JPIA	\$70,827.00
46419	10/18/23	P	ONETIM	BRANDON SMETAK	\$3,389.98
46420	10/18/23	P	0013	CANNINGS HARDWARE	\$130.37
46421	10/18/23	P	0432	CHARTER COMMUNICATIONS	\$550.00
46422	10/18/23	P	0441	CINTAS CORPORATION	\$230.53
46423	10/18/23	P	0464	ENVIROKLEEN USA	\$650.00
46424	10/18/23	P	0164	EXCEL TELEMESSAGING	\$181.36
46425	10/18/23	P	0389	FRONTIER COMMUNICATIONS	\$799.00
46426	10/18/23	P	0070	HARRINGTON INDUSTRIAL PLASTICS	\$1,472.84
46427	10/18/23	P	0252	INFOSEND, INC	\$1,736.74
46428	10/18/23	P	0033	J A SALAZAR CONSTRUCTION	\$5,470.74
46429	10/18/23	P	0205	JOE MATTHEWS	\$161.58
46430	10/18/23	P	0402	L G HOLDINGS, INC	\$31,055.00
46431	10/18/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,089.89
46432	10/18/23	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$103.47
46433	10/18/23	P	0363	RWS OF SOUTHERN CALIFORNIA	\$940.29
46434	10/18/23	P	0147	SAN GABRIEL VALLEY WATER CO	\$63.81
46435	10/18/23	P	0198	TERRY'S TESTING, INC	\$130.00
46436	10/18/23	P	0268	UNIVAR USA, INC	\$1,958.62
46437	10/18/23	P	0094	WECK LABORATORIES, INC	\$705.00
46438	11/03/23	P	0068	SOUTHERN CALIF EDISON CO	\$71,261.00
46439	11/03/23	P	0386	VERIZON WIRELESS	\$988.40
46440	11/07/23	P	0116	ACWA-JPIA	\$15,513.70
46440	11/07/23	V 11/7/23	0116	ACWA-JPIA	(\$15,513.70)
46441	11/07/23	P	0139	ACWA/JPIA	\$5,255.00
46441	11/07/23	V 11/7/23	0139	ACWA/JPIA	(\$5,255.00)
46442	11/07/23	P	0353	ARCO BUSINESS SOLUTIONS	\$3,827.20
46442	11/07/23	V 11/7/23	0353	ARCO BUSINESS SOLUTIONS	(\$3,827.20)
46443	11/07/23	P	0013	CANNINGS HARDWARE	\$560.59
46443	11/07/23	V 11/7/23	0013	CANNINGS HARDWARE	(\$560.59)
46444	11/07/23	P	0441	CINTAS CORPORATION	\$117.95
46444	11/07/23	V 11/7/23	0441	CINTAS CORPORATION	(\$117.95)
46445	11/07/23	P	0145	CIVILTEC ENGINEERING INC	\$8,968.75
46445	11/07/23	V 11/7/23	0145	CIVILTEC ENGINEERING INC	(\$8,968.75)
46446	11/07/23	P	0017	CLINICAL LAB OF SB, INC	\$828.00
46446	11/07/23	V 11/7/23	0017	CLINICAL LAB OF SB, INC	(\$828.00)
46447	11/07/23	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$32.20
46447	11/07/23	V 11/7/23	0283	CONTINENTAL UTILITY SOLUTIONS	(\$32.20)
46448	11/07/23	P	0062	ENERGY CONTROL HVAC	\$166.00
46448	11/07/23	V 11/7/23	0062	ENERGY CONTROL HVAC	(\$166.00)
46449	11/07/23	P	0164	EXCEL TELEMESSAGING	\$346.23
46449	11/07/23	V 11/7/23	0164	EXCEL TELEMESSAGING	(\$346.23)
46450	11/07/23	P	0389	FRONTIER COMMUNICATIONS	\$86.80
46450	11/07/23	V 11/7/23	0389	FRONTIER COMMUNICATIONS	(\$86.80)
46451	11/07/23	P	0124	G M SAGER CONSTRUCTION CO	\$13,145.60
46451	11/07/23	V 11/7/23	0124	G M SAGER CONSTRUCTION CO	(\$13,145.60)
46452	11/07/23	P	0369	HIGHROAD INFO TECHNOLOGY	\$5,248.87
46452	11/07/23	V 11/7/23	0369	HIGHROAD INFO TECHNOLOGY	(\$5,248.87)

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ) ; "A" - Application ; "E" - EFT  
 \*\* Denotes broken check sequence.

**La Habra Heights CWD**  
**AP Check Register (Current by Bank)**  
Check Dates: Greater than 10/4/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
46453	11/07/23	P	0153	HOME DEPOT CR SERVICES	\$85.55
46453	11/07/23	V 11/7/23	0153	HOME DEPOT CR SERVICES	(\$85.55)
46454	11/07/23	P	0033	J A SALAZAR CONSTRUCTION	\$38,030.29
46454	11/07/23	V 11/7/23	0033	J A SALAZAR CONSTRUCTION	(\$38,030.29)
46455	11/07/23	P	0044	JIM BAUCHER	\$936.00
46455	11/07/23	V 11/7/23	0044	JIM BAUCHER	(\$936.00)
46456	11/07/23	P	0205	JOE MATTHEWS	\$1,000.00
46456	11/07/23	V 11/7/23	0205	JOE MATTHEWS	(\$1,000.00)
46457	11/07/23	P	0501	JORDAN KEAR	\$8,251.80
46457	11/07/23	V 11/7/23	0501	JORDAN KEAR	(\$8,251.80)
46458	11/07/23	P	0081	JUST WHAT I NEED SUPPLY CO	\$214.03
46458	11/07/23	V 11/7/23	0081	JUST WHAT I NEED SUPPLY CO	(\$214.03)
46459	11/07/23	P	0483	LAVCO DAVE'S BRAKE ALIGNMENT	\$71.96
46459	11/07/23	V 11/7/23	0483	LAVCO DAVE'S BRAKE ALIGNMENT	(\$71.96)
46460	11/07/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,174.06
46460	11/07/23	V 11/7/23	0051	LINCOLN FINANCIAL GROUP	(\$3,174.06)
46461	11/07/23	P	0120	MICHAEL GUALTIERI	\$892.61
46461	11/07/23	V 11/7/23	0120	MICHAEL GUALTIERI	(\$892.61)
46462	11/07/23	P	0430	MICHAEL SILANDER	\$3,012.50
46462	11/07/23	V 11/7/23	0430	MICHAEL SILANDER	(\$3,012.50)
46463	11/07/23	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$114.39
46463	11/07/23	V 11/7/23	0534	ODP BUSINESS SOLUTIONS, LLC.	(\$114.39)
46464	11/07/23	P	0548	PLANETBIDS, LLC	\$10,075.00
46464	11/07/23	V 11/7/23	0548	PLANETBIDS, LLC	(\$10,075.00)
46465	11/07/23	P	0363	RWS OF SOUTHERN CALIFORNIA	\$1,528.09
46465	11/07/23	V 11/7/23	0363	RWS OF SOUTHERN CALIFORNIA	(\$1,528.09)
46466	11/07/23	P	0258	S&J SUPPLY CO, INC	\$21,149.83
46466	11/07/23	V 11/7/23	0258	S&J SUPPLY CO, INC	(\$21,149.83)
46467	11/07/23	P	0470	SALINAS TIRES & WHEELS	\$1,136.55
46467	11/07/23	V 11/7/23	0470	SALINAS TIRES & WHEELS	(\$1,136.55)
46468	11/07/23	P	0415	SAMUEL MUNOZ	\$1,400.00
46468	11/07/23	V 11/7/23	0415	SAMUEL MUNOZ	(\$1,400.00)
46469	11/07/23	P	0229	SOUTH COAST AQMD	\$665.26
46469	11/07/23	V 11/7/23	0229	SOUTH COAST AQMD	(\$665.26)
46470	11/07/23	P	0068	SOUTHERN CALIF EDISON CO	\$16,794.63
46470	11/07/23	V 11/7/23	0068	SOUTHERN CALIF EDISON CO	(\$16,794.63)
46471	11/07/23	P	0427	TPX COMMUNICATIONS	\$775.92
46471	11/07/23	V 11/7/23	0427	TPX COMMUNICATIONS	(\$775.92)
46472	11/07/23	P	ONETIM	TRUGREEN LANDSCAPE CONSULTANT	\$644.49
46472	11/07/23	V 11/7/23	ONETIM	TRUGREEN LANDSCAPE CONSULTANT	(\$644.49)
46473	11/07/23	P	0078	UNDERGROUND SERVICE ALERT	\$127.25
46473	11/07/23	V 11/7/23	0078	UNDERGROUND SERVICE ALERT	(\$127.25)
46474	11/07/23	P	0016	WATER REPLENISHMENT DISTRICT	\$85,991.67
46474	11/07/23	V 11/7/23	0016	WATER REPLENISHMENT DISTRICT	(\$85,991.67)
46475	11/07/23	P	0094	WECK LABORATORIES, INC	\$1,380.00
46475	11/07/23	V 11/7/23	0094	WECK LABORATORIES, INC	(\$1,380.00)
46476	11/07/23	P	0082	WESTERN WATER WORKS SUPPLY CO	\$671.23
46476	11/07/23	V 11/7/23	0082	WESTERN WATER WORKS SUPPLY CO	(\$671.23)
46477	11/07/23	P	0116	ACWA-JPIA	\$15,513.70
46477	11/08/23	V 11/8/23	0116	ACWA-JPIA	(\$15,513.70)
46478	11/07/23	P	0139	ACWA/JPIA	\$5,255.00
46478	11/08/23	V 11/8/23	0139	ACWA/JPIA	(\$5,255.00)
46479	11/08/23	P	0116	ACWA-JPIA	\$15,513.70
46480	11/08/23	P	0139	ACWA/JPIA	\$5,255.00
46481	11/08/23	P	0353	ARCO BUSINESS SOLUTIONS	\$3,827.20
46482	11/08/23	P	0441	CINTAS CORPORATION	\$117.95
46483	11/08/23	P	0145	CIVILTEC ENGINEERING INC	\$8,968.75
46484	11/08/23	P	0017	CLINICAL LAB OF SB, INC	\$828.00

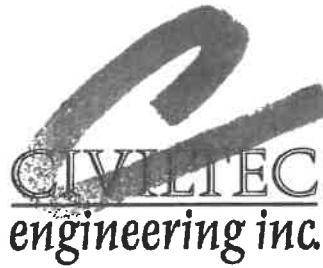
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\*\* Denotes broken check sequence.



**La Habra Heights CWD**  
**AP Check Register (Current by Bank)**  
 Check Dates: Greater than 10/4/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
46485	11/08/23	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$32.20
46486	11/08/23	P	0062	ENERGY CONTROL HVAC	\$166.00
46487	11/08/23	P	0164	EXCEL TELEMESSAGING	\$346.23
46488	11/08/23	P	0389	FRONTIER COMMUNICATIONS	\$86.80
46489	11/08/23	P	0124	G M SAGER CONSTRUCTION CO	\$13,145.60
46490	11/08/23	P	0369	HIGHROAD INFO TECHNOLOGY	\$5,248.87
46491	11/08/23	P	0153	HOME DEPOT CR SERVICES	\$85.55
46492	11/08/23	P	0033	J A SALAZAR CONSTRUCTION	\$38,030.29
46493	11/08/23	P	0044	JIM BAUCHER	\$936.00
46494	11/08/23	P	0205	JOE MATTHEWS	\$1,000.00
46495	11/08/23	P	0501	JORDAN KEAR	\$8,251.80
46496	11/08/23	P	0081	JUST WHAT I NEED SUPPLY CO	\$214.03
46497	11/08/23	P	0483	LAVCO DAVE'S BRAKE ALIGNMENT	\$71.96
46498	11/08/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,174.06
46499	11/08/23	P	0120	MICHAEL GUALTIERI	\$892.61
46500	11/08/23	P	0430	MICHAEL SILANDER	\$3,012.50
46501	11/08/23	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$114.39
46502	11/08/23	P	0548	PLANETBIDS, LLC	\$10,075.00
46503	11/08/23	P	0363	RWS OF SOUTHERN CALIFORNIA	\$1,528.09
46504	11/08/23	P	0258	S&J SUPPLY CO, INC	\$21,149.83
46505	11/08/23	P	0470	SALINAS TIRES & WHEELS	\$1,136.55
46506	11/08/23	P	0415	SAMUEL MUNOZ	\$1,400.00
46507	11/08/23	P	0229	SOUTH COAST AQMD	\$665.26
46508	11/08/23	P	0068	SOUTHERN CALIF EDISON CO	\$16,794.63
46509	11/08/23	P	0427	TPX COMMUNICATIONS	\$775.92
46510	11/08/23	P	ONETIM	TRUGREEN LANDSCAPE CONSULTANT	\$644.49
46511	11/08/23	P	0078	UNDERGROUND SERVICE ALERT	\$127.25
46512	11/08/23	P	0016	WATER REPLENISHMENT DISTRICT	\$85,991.67
46513	11/08/23	P	0094	WECK LABORATORIES, INC	\$1,380.00
46514	11/08/23	P	0082	WESTERN WATER WORKS SUPPLY CO	\$671.23
<b>BANK 13110 REGISTER TOTAL:</b>					<b>\$447,555.03</b>
<b>GRAND TOTAL :</b>					<b>\$461,742.97</b>

\* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void ( Void Date ) ; "A" - Application; "E" - EFT  
 \*\* Denotes broken check sequence.



Civil, Water, Wastewater, Drainage and Transportation Engineering  
Construction Management • Surveying  
California • Arizona

October 8, 2023

②

La Habra Heights County Water District  
1271 North Hacienda Road  
La Habra Heights, CA 90631

Attention: • Michael Gualtieri, General Manager

Subject: Engineering Activities for the Month of **September 2023**  
Invoice Backup Support - Billing Period through September 30, 2023

Dear Mr. Gualtieri:

The La Habra Heights County Water District requires Engineering Support from **CIVILTEC engineering, inc. (Civiltec)** at times on various projects. This work is provided on a time and materials basis when requested and directed by LHCWD management. Following is an explanation of time spent to back up the **September 2023** invoicing. The numbering system is the **Civiltec** project number and tracking system.

**2023133.00 – General Engineering Support FY23-24.** This project has been established to aid the District in general engineering inquiries, participate in meetings, hydraulic modeling and calibration and overall engineering support. The total budget for General Engineering Support has been established at \$25,000.00 for each Fiscal Year. Below is an accounting of expenditures under this **Civiltec** job number for FY 2023-24.

There were no expenditures for September 2023. The remaining budget is \$20,377.50.

**2023134.00 – Engineering Fireflow Modeling FY23-24.** This project has been established to aid the District with computer model simulations for fireflow requests by LHCWD customers. Below is an accounting of expenditures under this **Civiltec** job number for FY 2023-24.

There were expenditures of \$877.50 in the month of September 2023. We have set up new project numbers per fire flow simulation. We are using this main number 2023134 and have put extensions starting with .01 for the first request.

- |    |            |                   |          |
|----|------------|-------------------|----------|
| 1. | 2023134.04 | 1440 Popenoe Road | \$457.50 |
| 2. | 2023134.05 | 1347 West Road    | \$420.00 |

**2020203.00 – Vigil Reservoir Drain Outlet Repair.** LHCWD plans to repair the existing outlet structure that was damaged during a tank overflow event. The drain rock, shotcrete, reinforcing



fabric and concrete energy dissipater have been damaged. In order to get a contractor on board, the design must be finalized and placed out to bid. We are currently working on the design to replace the riprap. The design is approximately 85% complete. After discussions with the District about finalizing the bidding documents and supporting the bidding process through PlanetBids and the construction phase, *Civiltec* issued the District an Amendment No. 1 covering additions to the Scope of Services and the associated new budget. The budget includes construction management and full-time inspection services. The Amendment totals \$97,450.00. The overall engineering budget for the project is \$136,950.00. *Civiltec* is moving forward with the design and has updated the plans to indicate the approach to the repair. There were no expenditures in the month of September 2023. The remaining budget is \$94,372.50.

**2022169.00 – Well No. 12 Well Siting Study.** LHHWCWD plans to drill a new well in the Judson Well Field. The Board of Directors authorized the *Civiltec* Well Siting Proposal in their meeting of September 27, 2022. A new site at the south end of the Mobile Home Park was field reviewed. LHHWCWD and ODWD authorized *Civiltec* to study this site for the new well. *Civiltec* issued a budget modification request on March 14, 2023 in the amount of \$17,900 that was approved by both District General Managers on March 15, 2023. The engineering budget for the project was increased from \$86,590.00 to \$104,490.00.

Following Team meetings and discussions, it became apparent the Well No. 9 site will be valuable for water discharge in the well drilling phase. *Civiltec* issued the District an Amendment No. 2 covering additions to the Scope of Services and the associated new budget. The budget includes design of the pit expansion and for dry wells to increase the percolation capability at the site. The Amendment totals \$39,480.00. The overall engineering budget for the project is now \$143,970.00.

There were expenditures \$8,091.25 in September 2023. Additional electrical engineering work was accomplished on the draft Well Siting Study. The design work on the Well No. 9 pit was completed per Addendum No. 2. Bidding documents were compiled including Kear Groundwater's technical specifications and bidding schedule. The project was placed out to bid to six prequalified well drilling contractors. The bid was postponed, and the plans and specifications were updated to add input from contractors and two additional contractors were prequalified bring the total to eight bidders. The project is being placed back out to bid in October 2023. The remaining budget is \$39,709.00.

I hope this information helps with your processing of the project invoices. Please let me know if you have any questions.

Very truly yours,

*CIVILTEC engineering, inc.*

A handwritten signature in black ink, appearing to read 'W. David Byrum'.

W. David Byrum, P.E.  
President, Principal Engineer

# Michael Silander

Attorney at Law

2629 Townsgate Road, Suite 235

Westlake Village, CA 91361

# INVOICE

DATE: NOVEMBER 1, 2023

**TO:**

La Habra Heights County Water District  
1271 Hacienda Road  
La Habra Heights, CA 90631

**PLEASE REMIT PAYMENT TO:**

Michael Silander  
2629 Townsgate Road, Suite 235  
Westlake Village, CA 91361

**SPECIFICATIONS:**

**LHHCWD/TOTAL**

Invoice for legal services rendered in October 2023.

MATTER	HOURS	AMOUNT
Transactional - General	14.1	\$1,762.50
Retainer	Flat fee	\$1,250.00
		<b>TOTAL:</b> <b>\$3,012.50</b>

Please make all checks payable to Michael Silander  
If you have any questions concerning this invoice,  
please email [michael@silanderlaw.com](mailto:michael@silanderlaw.com) or call 805-490-9247

# REPORT OF SUPERINTENDENT

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**DATE: 11/08/23**

**TO: MIKE GUALTIERI, BOARD OF DIRECTORS**

**FROM: JOE MATTHEWS, SUPERINTENDENT**

**SUBJECT: SUPERINTENDENT'S REPORT FOR NOVEMBER 2023**

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**System Maintenance**

- Repaired six service leaks and replaced one leaking service.
- Installed a new 1" service for an additional dwelling unit at 156 East Road.
- JPIA performed defensive driver training for field staff.

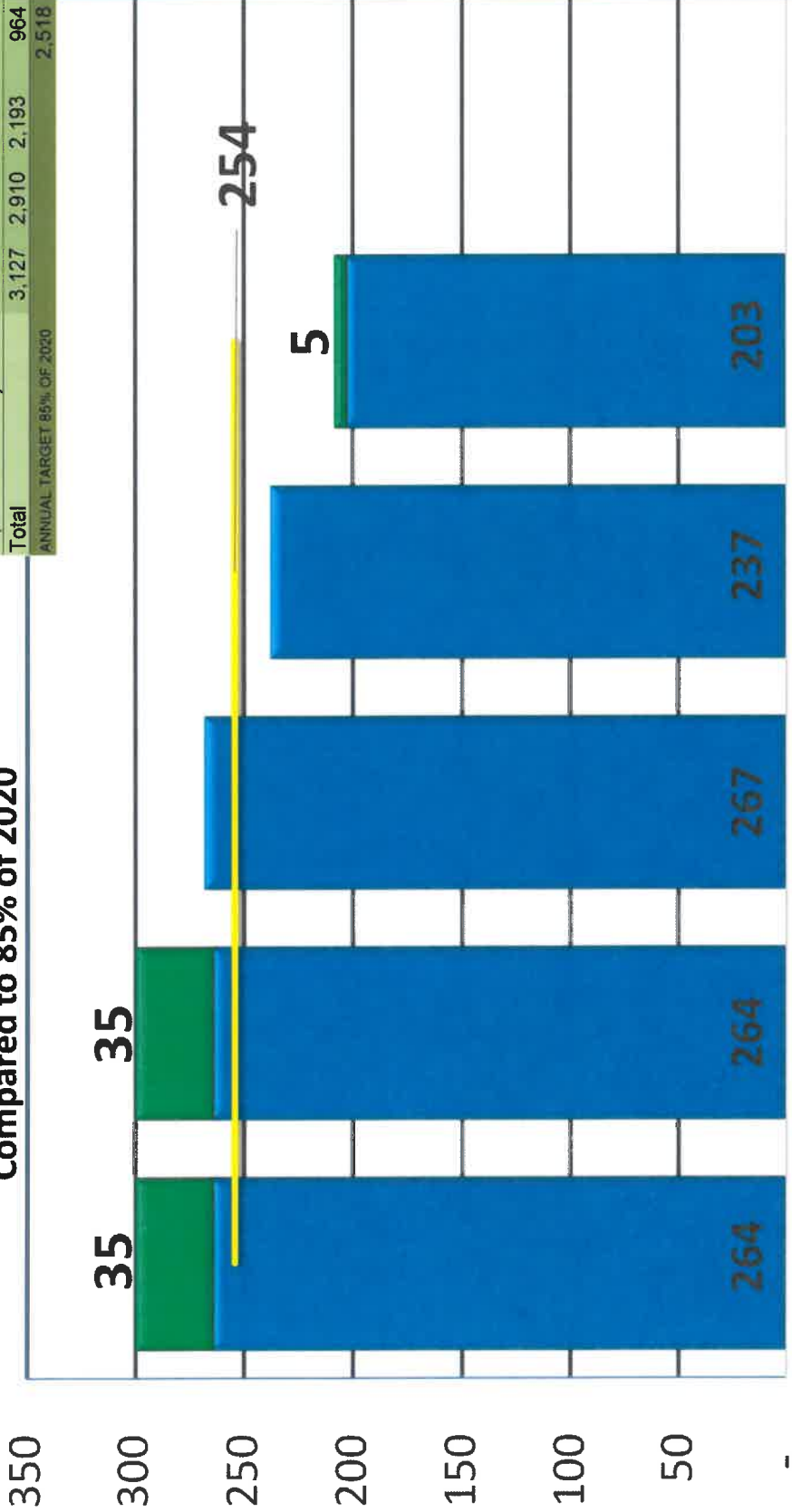
**SCADA Update**

- Our communications provider has begun replacing the remaining cellular communications within the city. The estimated completion of the project is by the end of the year. We will then replace the remaining cellular communications at the wells.

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## Production in acre feet for **OCTOBER**

### Compared to **85% of 2020**



2020 20/21 21/22 22/23 23/24

- Import
- Import water used by California Domestic Water Company from District's Central Basin Municipal Water District connection
- Groundwater
- 85% of 2020 Month Target

ANNUAL WATER USAGE					
Water Source	2020/2021	2021/2022	2022/2023	2023/24 thru Oct	
Groundwater	3,070	2,910	2,193	950	
Import	57	-	-	14	
Import water used by CDWC	-	-	-	-	
<b>Total</b>	<b>3,127</b>	<b>2,910</b>	<b>2,193</b>	<b>964</b>	<b>2,518</b>
ANNUAL TARGET 85% OF 2020					

**DISCUSS AND ACTION  
INVESTMENT INTO TREASURY BILLS**



LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

\*\*\*\*\*

To: Michael Gualtieri, Joe Matthews  
From: Tammy Wagstaff  
Date: November 3, 2023  
RE: Treasury Bills



As requested by Pam McVicar, I have investigated Treasury Bills as an investment option for the District's investment portfolio. According to the District's investment policy Treasury Bills are an allowed investment as expressed in Government Code, Title 5, Division 2, Part 1, Chapter 4, Article 1. Section 53601(b).

Also, our investment policy states the primary objective is safety of principal and the objective of return on investments be subordinate to safety and liquidity.

LAIF's rate is 3.534% for September 2023. See attached Average Annual Yields schedule. The average interest yields for 1 year, 3 years, 5 years and 10 years are respectively, 2.17, 1.01, 1.45 and 1.03. They are invested in Treasuries, agencies, certificates of deposit, time deposits, commercial paper and corporate bonds. (see attached pie chart)

Attached is the historical performance of US Treasuries and laddered short-term US Treasuries in the Savos Funds. Yields for 1 year, 3 years, 5 years and 10 years are respectively, 0.75, -1.8, 0.51 and 0.58 which on average are much less than LAIF.



[Home](#) ->> [PMIA](#) ->> Average Annual Yields



**POOLED MONEY INVESTMENT ACCOUNT**

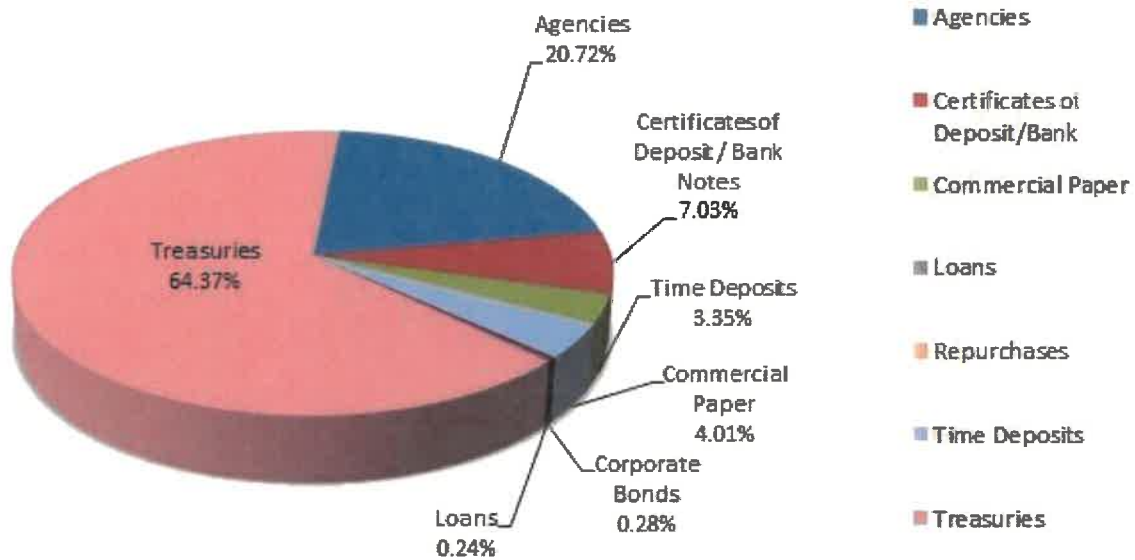
## Average Annual Yields

Fiscal Year	Rates
71/72	4.880
72/73	5.550
73/74	8.970
74/75	8.620
75/76	6.370
76/77	5.870
77/78	6.700
78/79	8.520
79/80	10.540
80/81	10.780
81/82	12.070
82/83	10.450
83/84	10.408
84/85	10.715
85/86	9.081
86/87	7.435
87/88	7.874

Fiscal Year	Rates
88/89	8.669
89/90	8.655
90/91	8.013
91/92	6.196
92/93	4.707
93/94	4.387
94/95	5.532
95/96	5.706
96/97	5.599
97/98	5.699
98/99	5.344
99/00	5.708
00/01	6.104
01/02	3.445
02/03	2.152
03/04	1.532
04/05	2.256

Fiscal Year	Rates
05/06	3.873
06/07	5.121
07/08	4.325
08/09	2.224
09/10	0.651
10/11	0.495
11/12	0.382
12/13	0.307
13/14	0.249
14/15	0.269
15/16	0.434
16/17	0.754
17/18	1.376
18/19	2.266
19/20	1.934
20/21	0.500
21/22	0.371
22/23	2.170

**PMIA Portfolio Composition - 09/30/2023**  
**Total: \$156.4 Billion**  
**(chart dollars in millions)**





**DISCUSS AND ACTION  
CONTRACT FOR  
WELL 12 DRILLING**

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**DATE: NOVEMBER 8, 2023**  
**TO: BOARD OF DIRECTORS**  
**FROM: MICHAEL GUALTIERI, SECRETARY/GENERAL MANAGER**  
**SUBJECT: AWARDING CONTRACT FOR WELL 12**

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On November 7, 2023, we had a bid opening for Well 12. Eight contractors were contacted and four went to the mandatory job walk. We received one bid, which is attached. Also attached, please find attached a spreadsheet with the hydrogeologist's opinion of the cost.

We contacted the other seven contractors and asked if there was anything we could change for them to submit a bid. We are still waiting for responses and will report back at the meeting.

**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

**ITEM II**

**BIDDER'S PROPOSAL**

<b>NAME AND ADDRESS OF OWNER:</b> LA HABRA HEIGHTS COUNTY WATER DISTRICT 1271 NORTH HACIENDA ROAD LA HABRA HEIGHTS, CA 90631 562-697-6769	<b>FOR DRILLING PHASE WELL NO. 12</b>
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1. In response to your Notice and Instruction to Bidders dated October 6, 2023, and subject to all of the conditions thereof, the undersigned South West Pump & Drilling, Inc., whose business address is 53381 US Highway 111, Coachella, CA 92236 hereby proposes to perform all of the work set forth in the Specifications and Drawings in accordance with and for the price(s) shown on the attached Bid.
  
2. The undersigned bidder does hereby declare and stipulate that his proposal is made in good faith, without collusion or connection with any other person or persons bidding for the same work; and, that it is made in pursuance of and subject to all the terms and conditions herein, as defined in the Notice and Instructions to Bidders, which has been examined by the undersigned.
  
3. A cashier's check or standard bid bond is required per the Notice and Instructions to Bidders.
  
4. The undersigned bidder agrees to execute an Agreement for the amount of the total of this bid within 10 calendar days from the date when the written "Notice of Award" (Item IV) is mailed to him at his address given in Section 1 of this Item. Performance and payment bonds are required.  

_____
<b>Not Applicable</b>
_____
<b>Not Applicable</b>
_____
<b>Not Applicable</b>
  
5. Payment for work performed will be in accordance with the Bid (Item III), subject to provisions in the Contract Documents.


It is understood that the CONTRACTOR shall begin work within TEN (10) calendar days after the date of Notice-to-Proceed.

**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

The undersigned hereby certifies that he has received all addendum and that his bid includes the cost of all additional work specified therein.

Date 11/06/2023

Bidder South West Pump & Drilling, Inc.

By   
Signature

Title Brian Jeffers, Vice President

Address 53381 US Highway 111  
Coachella, CA 92236

Telephone number (760) 398-3977

Fax number (760) 398-2287



**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

**CONSTRUCTION OF  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
Well No. 12 Project  
Whittier, California**

Item	Quantity	Unit	Description	Unit Price	Amount
1A	1	Lump Sum	MOBILIZATION AND DEMOBILIZATION: Mobilize and demobilize drilling equipment and accessories.	425,000.00	425,000.00
1B	1	Lump Sum	NOISE ATTENUATION BARRIERS Furnish and install temporary noise attenuation barriers	200,000.00	200,000.00
2	1	Lump Sum	WELL No. 9 DESTRUCTION Pump removal, video survey, casing perforation, cementing, casing cut and over excavation, cement mushroom capping, and backfill	125,000.00	125,000.00
3A	200	LF	DRYWELLS Drill up to four (4), 60-inch diameter boreholes each up to 50 feet deep and install 36-inch-diameter perforated steel drywell casings, encase in 3/4-inch gravel	2,500.00	500,000.00
3B	1	Lump Sum	Grade the Well No. 9 pit per the plans, install standpipe, laterals, catch basin, drain pipe, head wall and riprap and line the pit with geotextile material.	265,000.00	265,000.00
4	50	L.F.	CONDUCTOR CASING: Drill 42-inch diameter borehole and install 36-inch-diameter steel conductor casing, encased in cement	2,500.00	125,000.00

**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

5	840	L.F.	PILOT BOREHOLE DRILLING: Drill 12-to 18-inch-diameter, minimum, borehole from base of conductor to 890 feet	170.00	142,800.00
6	1	Lump Sum	GEOPHYSICAL LOGGING: Provide downhole geophysical surveying: potential, long- & short- normal, focused resistivity, sonic/VDL, and gamma-ray logs.	25,000.00	25,000.00
7	4	Each	AQUIFER ISOLATION ZONE TESTING: Complete sample acquisition from specified zones within the pilot borehole.	35,000.00	140,000.00
8	840	L.F.	REAMING PILOT BOREHOLE: Ream borehole to 34 inches diameter from base of conductor to 360 feet and 28 inches diameter from 360 to 840 feet	200.00	168,000.00
9	1	Lump Sum	CALIPER SURVEY: Provide caliper log after completion of borehole.	10,000.00	10,000.00
10	208	L.F.	WELL CASINGS AND SCREEN: Furnish and install 20" dia. HSLA Steel blank water well casing.	385.00	80,080.00
11	2	LF	Furnish and install 20" diameter HSLA to Stainless Steel dielectric coupler.	20,000.00	40,000.00
12	240	L.F.	WELL CASINGS AND SCREEN: Furnish and install 20" dia. 304L Stainless Steel blank water well casing.	825.00	198,000.00
13	420	L.F.	Furnish and install 20" dia. 304L Stainless Steel Ful-Flo Louvered water well casing, 0.090-inch apertures	975.00	409,500.00

**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

14	1	L.S.	Furnish and install 20" 304L Stainless steel bottom end cap.	5,000.00	5,000.00
15	225	L.F.	ANCILLARY TUBING: GRAVEL FEED TUBE Furnish and install 2-inch-diameter mild steel gravel feed tube	20.00	4,500.00
16	350	L.F.	ANCILLARY TUBING: SOUNDING TUBE Furnish and install 3-inch-diameter, Stainless Steel sounding tube with camera port entering casing from 350-356 feet.	100.00	35,000.00
17	4	L.F.	ANCILLARY TUBING: VENT TUBES Furnish and install two 2-inch-diameter Mild steel air vent tubes	300.00	1,200.00
18	670	L.F.	GRAVEL PACK: Furnish and install 6x9 Silica gravel from 220 ft to 890 ft bgs.	225.00	150,750.00
19	220	L.F.	CEMENT GROUT SEAL: Install cement grout seal to 220 ft bgs.	200.00	44,000.00
20	1	Lump Sum	ALIGNMENT OF WELL BORE: Conduct alignment and plumbness survey.	10,000.00	10,000.00
21	3	Hr.	STANDBY TIME	750.00	2,250.00
22	50	Hr.	MECHANICAL WELL DEVELOPMENT: Mechanically develop water well by swabbing and air-lift pumping (only actual swabbing or surging time shall be attributed to development time).	850.00	42,500.00
23	135	Gal.	CHEMICALS FOR WELL DEVELOPMENT: 10% Chlorine Solution.	100.00	13,500.00
24	30	Gal.	CHEMICALS FOR WELL DEVELOPMENT: NW-220 (or equivalent).	400.00	12,000.00

**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

25	1	Lump Sum	MOBILIZATION AND DEMOBILIZATION OF TEST PUMP AND ACCESSORIES	75,000.00	75,000.00
26	30	Hr.	PUMPING DEVELOPMENT: Conduct pumping development, record and monitor changes in water levels, sand content, and flow rates.	450.00	13,500.00
27	12	Hr.	PRODUCTION TESTING OF WELL: Perform step-drawdown test including measurements of specific capacity and sand production.	450.00	5,400.00
28	72	Hr.	PRODUCTION TESTING OF WELL: Perform constant-rate discharge (aquifer) test.	450.00	32,400.00
29	1	Lump Sum	FLOW METER SURVEY: Conduct a down-well flow survey during pumping testing	15,000.00	15,000.00
30	1	Lump Sum	VIDEO SURVEY: Conduct a down-well video survey following pump removal	4,000.00	4,000.00
31	1	Lump Sum	DISINFECTION OF WELL & CAPPING: Disinfect and cap well, including concrete pedestal and top plate.	25,000.00	25,000.00
32	900	L.F.	ABANDONMENT AND DESTRUCTION: Abandonment (per linear foot basis).	40.00	36,000.00
				<b>3,380,380.00</b>	
Items 1 through 31		GRAND TOTAL (in Figures):			

GRAND TOTAL (in Words):

**Three Million Three Hundred Eighty Thousand Three Hundred Eighty Dollars & Zero Cents**

THE GRAND TOTAL SUBMITTED IS SUBJECT TO VERIFICATION. IF ANY DISCREPANCY IS FOUND, THE SUM OF THE ITEM TOTALS WILL GOVERN. THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL.

IT IS UNDERSTOOD THAT THE FOREGOING QUANTITIES ARE APPROXIMATE ONLY AND ARE SOLELY FOR THE PURPOSE OF FACILITATING COMPARISON BETWEEN BIDS. IT IS FURTHER UNDERSTOOD THAT THE CONTRACTOR'S COMPENSATION WILL BE COMPUTED UPON THE UNIT BASIS OF THE ACTUAL QUANTITIES USED IN THE COMPLETED WORK WHETHER THEY BE MORE THAN OR LESS THAN THOSE ESTIMATED ABOVE.

La Habra Heights County Water District					
Well No. 12 Project, Whittier, California					
Line #	Description	QTY	UNIT	UNIT \$	AMOUNT
1A	<b>MOBILIZATION AND DEMOBILIZATION:</b> Mobilize and demobilize drilling equipment and accessories.	1	LS	425,000.00	425,000.00
1B	<b>NOISE ATTENUATION BARRIERS:</b> Furnish and install temporary noise attenuation barriers	1	LS	200,000.00	200,000.00
2	<b>WELL No. 9 DESTRUCTION:</b> Pump removal, video survey, casing perforation, cementing, casing cut and over excavation, cement mushroom capping, and backfill	1	LS	125,000.00	125,000.00
3A	<b>DRYWELLS:</b> Drill up to four (4), 60-inch diameter boreholes each up to 50 feet deep and install 36-inch-diameter perforated steel drywell casings, encase in 3/4-inch gravel	200	LF	2,500.00	500,000.00
3B	Grade the Well No. 9 pit per the plans, install catch basin, drainpipe, head wall and riprap and line the pit with geotextile material.	1	LS	265,000.00	265,000.00
4	<b>CONDUCTOR CASING:</b> Drill 42-inch diameter borehole and install 36-inch-diameter steel conductor casing, encased in cement	50	LF	2,500.00	125,000.00
5	<b>PILOT BOREHOLE DRILLING:</b> Drill 12-to 18-inch-diameter, minimum, borehole from base of conductor to 890 feet	840	LF	170.00	142,800.00
6	<b>GEOPHYSICAL LOGGING:</b> Provide downhole geophysical surveying: potential, long- & shortnormal, focused resistivity, sonic/VDL, and gamma-ray logs.	1	LS	25,000.00	25,000.00
7	<b>AQUIFER ISOLATION ZONE: TESTING:</b> Complete sample acquisition from specified zones within the pilot borehole.	4	EA	35,000.00	140,000.00
8	<b>REAMING PILOT BOREHOLE:</b> Ream borehole to 34 inches diameter from base of conductor to 360 feet and 28 inches diameter from 360 to 840 feet	840	LF	200.00	168,000.00
9	<b>CALIPER SURVEY:</b> Provide caliper log after completion of borehole.	1	LS	10,000.00	10,000.00
10	<b>WELL CASINGS AND SCREEN:</b> Furnish and install 20" dia. HSLA Steel blank water well casing	208	LF	385.00	80,080.00
11	Furnish and install 20" diameter HSLA to Stainless Steel dielectric coupler.	2	LF	20,000.00	40,000.00
12	<b>WELL CASINGS AND SCREEN:</b> Furnish and install 20" dia. 304L Stainless Steel blank water well casing.	240	LF	825.00	198,000.00
13	Furnish and install 20" dia. 304L Stainless Steel Ful-Flo Louvered water well casing, 0.090-inch apertures	420	LF	975.00	409,500.00
14	Furnish and install 20" 304L Stainless steel bottom end cap.	1	LS	5,000.00	5,000.00
15	<b>ANCILLARY TUBING: GRAVEL FEED TUBE</b> Furnish and install 2-inch-diam	225	LF	20.00	4,500.00
16	<b>ANCILLARY TUBING: SOUNDING TUBE</b> Furnish and install 3-inch-diameter, Stainless Steel sounding tube with camera port entering casing from 350-356 feet.	350	LF	100.00	35,000.00
17	<b>ANCILLARY TUBING: VENT TUBES</b> Furnish and install two 2-inchdiameter Mild steel air vent tubes	4	LF	300.00	1,200.00
18	<b>GRAVEL PACK:</b> Furnish and install 6x9 Silica gravel from 220 ft to 890 ft bgs.	670	LF	225.00	150,750.00
19	<b>CEMENT GROUT SEAL:</b> Install cement grout seal to 220 ft bgs.	220	LF	200.00	44,000.00
20	<b>ALIGNMENT OF WELL BORE:</b> Conduct alignment and plumbness survey.	1	LS	10,000.00	10,000.00
21	STANDBY TIME	3	p/Hr.	750.00	2,250.00
22	<b>MECHANICAL WELL DEVELOPMENT:</b> Mechanically develop water well by swabbing and air-lift pumping (only actual swabbing or surging time shall be attributed to development time).	50	p/Hr.	850.00	42,500.00
23	<b>CHEMICALS FOR WELL DEVELOPMENT:</b> 10% Chlorine Solution	135	p/Gal.	100.00	13,500.00
24	<b>CHEMICALS FOR WELL DEVELOPMENT:</b> NW-220 (or equivalent).	30	p/Gal.	400.00	12,000.00
25	<b>MOBILIZATION AND DEMOBILIZATION OF TEST PUMP AND ACCESSORIES:</b>	1	LS	75,000.00	75,000.00
26	<b>PUMPING DEVELOPMENT:</b> Conduct pumping development, record and monitor changes in water levels, sand content, and flow rates.	30	p/Hr.	450.00	13,500.00
27	<b>PRODUCTION TESTING OF WELL:</b> Perform step-drawdown test including measurements of specific capacity and sand production.	12	p/Hr.	450.00	5,400.00
28	<b>PRODUCTION TESTING OF WELL:</b> Perform constant-rate discharge (aquifer) test.	72	p/Hr.	450.00	32,400.00
29	<b>FLOW METER SURVEY:</b> Conduct a down-well flow survey during pumping testing	1	LS	15,000.00	15,000.00
30	<b>VIDEO SURVEY:</b> Conduct a downwell video survey following pump removal	1	LS	4,000.00	4,000.00
31	<b>DISINFECTION OF WELL &amp; CAPPING:</b> Disinfect and cap well, including concrete pedestal and top plate.	1	LS	25,000.00	25,000.00
32	<b>ABANDONMENT AND DESTRUCTION:</b> Abandonment (per linear foot basis).	900	LF	40.00	36,000.00
<b>Summary of Bid Schedule</b>					<b>3,380,380.00</b>

**PROPOSAL BID SHEET  
WELL NO. 12 DRILLING PHASE**

SITE VISIT: Bidder conducted visits to project site:

on 09/13/2023

BY:  \_\_\_\_\_

Signature  
South West Pump & Drilling, Inc.

Name of Bidder

53381 US Highway 111	Coachella	CA	92236
Address	City	State	Zip

 **Brian Jeffers**  
**Vice President**

(760) 398-3977 / (760) 398-2287

Signature and Title

Telephone Number / Fax Number

The District reserves the right to delete any bid item and/or replace bid items with alternative bid items that will serve the District's best interest. It is understood that the foregoing bid items approximately represents the work to be done and are solely for the purpose of facilitating the comparison of bids, and that the Contractor's compensation will be based upon the final work accomplished.

**HYDROGEOLOGIST'S OPINION OF COSTS**

**CONSTRUCTION OF  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
Well No. 12 Project  
Whittier, California**

Item	Quantity	Unit	Description	Opinion of Costs		Southwest Pump & Drilling			Difference
				Unit Price	Amount	Unit Price	Amount	Amount	
1	1	Lump Sum	<b>MOBILIZATION AND DEMOBILIZATION:</b> Mobilize and demobilize drilling equipment and accessories.	\$50,000	\$50,000	\$425,000	\$425,000	\$375,000	
1A	1	Lump Sum	<b>NOISE ATTENUATION BARRIERS</b> Furnish and install temporary noise attenuation barriers	\$250,000	\$250,000	\$200,000	\$200,000	(\$50,000)	
2	1	Lump Sum	<b>WELL No. 9 DESTRUCTION</b> Pump removal, video survey, casing perforation, cementing, casing cut and overexcavation, cement mushroom capping, and backfill	\$120,000	\$120,000	\$125,000	\$125,000	\$5,000	
3A	200	LF	<b>DRYWELLS</b> Drill up to four (4), 60-inch diameter boreholes each up to 50 feet deep and install 36-inch-diameter perforated steel drywell casings, encase in 3/4-inch gravel	\$1,500	\$300,000	\$2,500	\$500,000	\$200,000	
3B	1	LS	Well 9 pit grading, catch basin, drain pipe and geotextile lining of pit	\$100,000	\$100,000	\$265,000	\$265,000	\$165,000	
4	50	L.F.	<b>CONDUCTOR CASING:</b> Drill 42-inch diameter borehole and install 36-inch-diameter steel conductor casing, encased in cement	\$2,500	\$125,000	\$2,500	\$125,000	\$0	

5	840	L.F.	<b>PILOT BOREHOLE DRILLING:</b> Drill 12-to 18-inch-diameter, minimum, borehole from base of conductor to 890 feet	\$400	\$336,000	\$170	\$142,800	(\$193,200)
6	1	Lump Sum	<b>GEOPHYSICAL LOGGING:</b> Provide downhole geophysical surveying: potential, long- & short-normal, focused resistivity, sonic/VDL, and gamma-ray logs.	\$16,000	\$16,000	\$25,000	\$25,000	\$9,000
7	4	Each	<b>AQUIFER ISOLATION ZONE TESTING:</b> Complete sample acquisition from specified zones within the pilot borehole.	\$100,000	\$400,000	\$35,000	\$140,000	(\$260,000)
8	840	L.F.	<b>REAMING PILOT BOREHOLE:</b> Ream borehole to 34 inches diameter from base of conductor to 360 feet and 28 inches diameter from 360 to 890 feet	\$420	\$352,800	\$200	\$168,000	(\$184,800)
9	1	Lump Sum	<b>CALIPER SURVEY:</b> Provide caliper log after completion of borehole.	\$9,000	\$9,000	\$10,000	\$10,000	\$1,000
10	208	L.F.	<b>WELL CASINGS AND SCREEN:</b> Furnish and install 20" dia. HSLA Steel blank water well casing.	\$400	\$83,200	\$385	\$80,080	(\$3,120)
11	2	LF	Furnish and install 20" diameter HSLA to Stainless Steel dielectric coupler.	\$8,000	\$16,000	\$20,000	\$40,000	\$24,000
12	240	L.F.	<b>WELL CASINGS AND SCREEN:</b> Furnish and install 20" dia. 304L Stainless Steel blank water well casing.	\$750	\$180,000	\$825	\$198,000	\$18,000
13	420	L.F.	Furnish and install 20" dia. 304L Stainless Steel Ful-Flo Louvered water well casing, 0.090-inch apertures	\$900	\$378,000	\$975	\$409,500	\$31,500
14	1	L.S.	Furnish and install 20" 304L Stainless steel bottom end cap.	\$10,000	\$10,000	\$5,000	\$5,000	(\$5,000)





25	1	Lump Sum	MOBILIZATION AND DEMOBILIZATION OF TEST PUMP AND ACCESSORIES	\$65,000	\$65,000	\$75,000	\$75,000	\$10,000
26	30	Hr.	PUMPING DEVELOPMENT: Conduct pumping development, record and monitor changes in water levels, sand content, and flow rates.	\$800	\$24,000	\$450	\$13,500	(\$10,500)
27	12	Hr.	PRODUCTION TESTING OF WELL: Perform step-drawdown test including measurements of specific capacity and sand production.	\$800	\$9,600	\$450	\$5,400	(\$4,200)
28	72	Hr.	PRODUCTION TESTING OF WELL: Perform constant-rate discharge (aquifer) test.	\$850	\$61,200	\$450	\$32,400	(\$28,800)
29	1	Lump Sum	FLOW METER SURVEY: Conduct a down-well flow survey during pumping testing	\$6,000	\$6,000	\$15,000	\$15,000	\$9,000
30	1	Lump Sum	VIDEO SURVEY: Conduct a down-well video survey following pump removal	\$3,000	\$3,000	\$4,000	\$4,000	\$1,000
31	1	Lump Sum	DISINFECTION OF WELL & CAPPING: Disinfect and cap well, including concrete pedestal and top plate.	\$8,000	\$8,000	\$25,000	\$25,000	\$17,000
<b>Items 1 through 31</b>					<b>\$3,194,975</b>		<b>\$3,344,380</b>	<b>\$149,405</b>

This item is not included in the total

32	900	L.F.	ABANDONMENT AND DESTRUCTION: Abandonment (per linear foot basis).	\$70	\$63,000	\$40	\$36,000	(\$27,000)
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**DISCUSS AND ACTION  
CLOSING DISTRICT OFFICE EVERY  
OTHER FRIDAY**

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**DATE: NOVEMBER 7, 2023**  
**TO: BOARD OF DIRECTORS**  
**FROM: MICHAEL GUALTIERI, SECRETARY/GENERAL MANAGER**  
**JOE MATTHEWS, ASSISTANT GENERAL  
MANAGER/SUPERINTENDENT**  
**SUBJECT: CLOSING EVERY OTHER FRIDAY FOR 9/80 WORK WEEKS**

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In February 2019, the District went to a 9/80 work week. At that time, it was approved that we would have half-staff each Friday.

After almost five years, we have learned that on Fridays the office is very slow. Phone calls average about two to three calls per Friday and people coming into the office is about one every other Friday. Plus, most people believe we are closed because the City of La Habra Heights is closed every Friday.

For the field, we are limited in task assignments because of safety protocols. With two or three field employees each Friday, and one of those employees completing daily rounds, it is difficult to schedule jobs requiring two or more employees.

Joe and I have discussed how Fridays can be more productive for the District. The District would benefit if it closed every other Friday instead of half-crew each Friday. This would fully staff the field crew on the Friday when the District is open allowing more time to work on valves, fire hydrants, and leak detection programs.

We contacted five agencies used for our salary survey regarding their 9/80 work weeks. Four of them are on 9/80's the other is on a 4/10 workweek. Out of the four 9/80's, two close their office every other Friday. The other two have half-staff each Friday. One of these agencies is Walnut Valley which has around 25 employees.

With this information, Joe and I request the District close the office every other Friday beginning, January 1, 2024.

**DISCUSS AND ACTION  
MOVING THE DECEMBER BOARD  
MEETING TO THE SECOND  
TUESDAY OF THE MONTH**

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**DATE: NOVEMBER 8, 2023**  
**TO: BOARD OF DIRECTORS**  
**FROM: MICHAEL GUALTIERI, SECRETARY/GENERAL MANAGER**  
**SUBJECT: CHANGING DECEMBER'S BOARD MEETING TO DECEMBER  
12TH**

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Next month's board meeting is scheduled for December 26, 2023. Would the board like to move it to the second Tuesday, December 12, 2023? If we move it, I will be at the conference "Colorado River Water Users 2023" and Joe will run the meeting. I will be able to teleconference in for the meeting.