

**LA HABRA HEIGHTS COUNTY  
WATER DISTRICT**

**BOARD MEETING**

**FEBRUARY 27, 2024**

**AGENDA FOR REGULAR MEETING  
BOARD OF DIRECTORS  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
February 27, 2024 @ 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 January 23, 2024 (approve)
  - b. Financial Reports – January 2024 (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 Adopt – Resolution 24-02 Recognition of Service to the District for Michael Gualtieri
  - b. Discuss and Action-Sale and Purchase of District Vehicle
- 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).
  - b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Government Code section 54956.8

Property: Real property subject to license no. 516436, dated June 1, 1918, between BNSF Railway Company and La Habra Heights County Water District, covering a site for

a thirty-inch water line from Railway Company's Mile Post 153.11 to 153.42 in Los Nietos, Los Angeles County, California.

Agency negotiator: Michael Gualtieri, General Manager, and Michael Silander, General Counsel.

Negotiating parties: La Habra Heights County Water District and BNSF Railway Company.

## **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  
JANUARY 23, 2024

A regular meeting of the Board of Directors of La Habra Heights County Water District was held on January 23, 2024, at 4:00 p.m., at the office of the District, located at 1271 North Hacienda Road, La Habra Heights.

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

PRESENT: Directors Baroldi, Cooke, Crabb, McVicar (by telecommunication due to an emergency), and Perumean.

ABSENT: None

Item 2. Staff members and others present. Staff: Michael Gualtieri, General Manager, Joe Matthews, Assistant General Manager/Superintendent, Tammy Wagstaff, Treasurer and Ivan Ramirez, Utility Worker III. Others present: Michael Silander, Attorney at Law and Reza Fateh.

Item 3. Public Communications – Mr. Fateh discussed requesting a variance for a water main extension on Subtropic Drive.

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

Director Crabb discussed Charles Schwab investment.

Director McVicar discussed the Charles Schwab investment and the Heli-Hydrant ceremony.

Item 5.a. b. & c. Minutes of Regular Meeting for December 12, 2023, Financial Reports- November 2023 and December 2023, and status of Investments December 2023. After discussion, there was a motion by Director Baroldi and seconded by Director Crabb to approve the minutes, financial reports, and status of investments. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

Item 6. Approval of warrants and authorized signatures per warrant list. After discussion, there was a motion made by Director Perumean and seconded by Director Crabb that the warrant numbers 46572 through 46672 in the amount of \$1,410,073.46 and EFT transfers in the amount of \$13,872.47 be approved and signatures be authorized. Warrants number 46600 through 46603 were voided. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

Item 7. Report of Superintendent. Ivan Ramirez informed that three service and two main leaks were repaired. Well 11 was placed back online after negative bacteriologic testing and approval from our state engineer. Two locations were changed from cellular to landline communications. Relocated all parts and equipment from the back of the shop to prepare for demolition which begins on January 22, 2024.

Item 8.a. Discussion, and Action –West Road Asphalt Replacement. After discussion, there was a motion by Director Baroldi and seconded by Director Crabb to approve the quote from Regan Paving for \$72,500.00. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

Item 8.b. Discuss and Adopt – Resolution 24-01 Investing in United States Treasury Bills. After discussion, there was a motion by Director Crabb and seconded by Director Cooke to adopt Resolution 24-01. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

Item 8.c. Discuss and Action – Purchase a New trailer or Repair the Existing

Trailer. After discussion staff was directed to gather information on digitizing documents and maps that are stored in the trailer. This item will be placed back on the agenda when information is gathered. No action was taken.

Item 8.d. Discuss and Action – Appointment New General Manager Effective May 5, 2024. After discussion, there was motion by Director McVicar and seconded by Director Baroldi to appoint Joe Matthews as new General Manager effective May 5, 2024. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

Item 8.e. Discuss and Action - Purchasing 16 Acre Feet from EcoGas Inc. After discussion, there was a motion by Director Perumean and seconded by Baroldi to purchase 8-acre feet not to exceed \$128,000.00. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar, and Perumean

NOES: None

ABSENT: None

(closed session began at 5:32 p.m. and concluded at 6:08 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 REAL PROPERTY NEGOTIATORS  
Government Code section 54956.8 Property: Real property subject to license no. 516436, dated June 1, 1918, between BNSF Railway Company and La Habra Heights County Water District, covering a site for a thirty inch water line from Railway Company's Mile Post 153.11 to 153.42 in Los Nietos, Los Angeles County, California. No reportable action was taken.

Item 9.c. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Assistant General Manager. No reportable action was taken.

(Director Crabb left the meeting at 6:32 p.m.)

Item 10. There being no further business to come before the Board, a motion was made by Director Cooke and seconded by Director McVicar that the meeting be adjourned at 6:45 p.m. The vote was as follows:

AYES: Directors Baroldi, Cooke, McVicar, and Perumean

NOES: None

ABSENT: Director Crabb

Dated: February 27, 2024

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

(SEAL)

\_\_\_\_\_  
Michael Gualtieri, Secretary



# FINANCIAL REPORT

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF NET POSITION

January 31, 2023 and January 31, 2024

	<u>2023</u>	<u>2024</u>
<b>ASSETS:</b>		
<b>Current Assets:</b>		
CASH-PETTY	300.00	300.00
CASH-CHECKING	959,264.67	840,764.71
CASH-SWEEP	-	601.33
INVESTMENT-LAIF	4,899,520.76	4,945,170.01
INVESTMENT-TREASURY BILLS	-	999,398.67
ACCOUNTS RECEIVABLE-WATER	290,793.82	299,309.83
ACCOUNTS RECEIVABLE-OTHER	273,156.79	278,080.32
TAXES RECEIVABLE	-	-
LEASE RECEIVABLE	-	127,183.86
ACCRUED INTEREST RECEIVABLE	8,956.00	16,439.00
INVENTORY	219,206.39	203,178.81
PREPAID EXPENSES	76,087.46	102,566.26
Total Current Assets	<u>6,727,285.89</u>	<u>7,812,992.80</u>
<b>Noncurrent Assets:</b>		
<b>Capital Assets:</b>		
LAND	532,743.65	532,743.65
WATER RIGHTS	1,640,490.80	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	26,535,449.89
GENERAL PLANT	1,758,917.51	1,648,500.03
CONSTRUCTION IN PROGRESS	115,219.19	282,095.55
Total Capital Assets	<u>34,300,386.99</u>	<u>34,579,292.29</u>
Accumulated Depreciation	<u>(19,748,752.49)</u>	<u>(19,969,861.76)</u>
Net Capital Assets	<u>14,551,634.50</u>	<u>14,609,430.53</u>
<b>Other Noncurrent Assets:</b>		
CONSTRUCTION ADVANCE RECEIVABLE	9,960.19	-
INVESTMENTS-CAL DOMESTIC WATER CO	591.00	591.00
LEASE RECEIVABLE	2,544,396.93	2,294,443.51
Total Other Noncurrent Assets	<u>2,554,948.12</u>	<u>2,295,034.51</u>
<b>Total Assets</b>	<u>23,833,868.51</u>	<u>24,717,457.84</u>
<b>DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from pension plan</b>		
	172,529.00	771,900.00
<b>DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from OPEB</b>		
	<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

January 31, 2023 and January 31, 2024

	<u>2023</u>	<u>2024</u>
<b>LIABILITIES</b>		
<u>Current Liabilities:</u>		
ACCOUNTS PAYABLE	174,734.62	248,996.54
CURR PORTION-LONG TERM DEBT	61,359.75	-
ACCRUED INTEREST-CONTRACT PAYABLE-D/G	120.45	-
DEPOSITS-CUSTOMERS	6,000.00	6,550.00
DEPOSITS-CONSTRUCTION	4,500.00	45,079.82
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	<u>2,229,148.16</u>	<u>2,744,906.69</u>
<u>Long-term Liabilities, net of current portion:</u>		
LOAN PAYABLE-STATE OF CALIF	-	-
Total Long-term Liabilities	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	<u>2,229,148.16</u>	<u>2,744,906.69</u>
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	2,468,002.09	2,346,141.61
Total Deferred Inflows of Resources	<u>2,994,169.09</u>	<u>3,386,106.61</u>
<u>Net Position:</u>		
INVESTED IN CAPITAL ASSETS, NET RELATED DEBT	14,490,274.75	14,609,430.53
UNRESTRICTED	4,542,609.32	4,974,053.01
RESTRICTED	9,960.19	-
<b>Total Net Position</b>	<u>19,042,844.26</u>	<u>19,583,483.54</u>

**LA HABRA HEIGHTS COUNTY WATER DISTRICT**  
**STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION**  
For Seven Months Ending January 31, 2023 and January 31, 2024

	Last Year Current Month Actual 1/31/2023	Current Month Actual 1/31/2024	Last Year YTD Actual 1/31/2023	Current YTD Actual 1/31/2024	Current Budget 2023/24	Actual 1/31/2024 % of budget 2023/24
<b>Operating Revenue:</b>	306,443.45	337,707.33	3,015,252.73	3,093,738.25	5,766,549.00	54%
<b>Operating Expenses:</b>						
Source of Supply	70,983.40	91,000.98	1,023,662.09	1,095,706.43	2,314,176.00	47%
Pumping	12,321.06	6,745.89	62,235.20	48,549.06	134,429.00	36%
Treatment	3,267.63	21,797.17	37,703.84	53,599.02	53,005.00	101%
Transmission & Distribution	18,363.38	38,015.24	395,875.28	410,024.12	693,989.00	59%
Customer Accounts	11,576.65	6,720.49	119,277.12	155,299.82	197,293.00	79%
Administrative and General	133,938.78	142,568.77	951,144.66	1,018,928.84	1,700,718.00	60%
Capital Improvements	129,275.08	126,340.58	904,925.56	884,384.06	1,502,147.00	59%
Other	7,724.96	9,003.06	50,698.72	56,578.35	99,880.00	57%
<b>TOTAL OPERATING EXPENSES</b>	<b>387,450.94</b>	<b>442,192.18</b>	<b>3,545,522.47</b>	<b>3,723,069.70</b>	<b>6,695,637.00</b>	<b>56%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(81,007.49)</b>	<b>(104,484.85)</b>	<b>(530,269.74)</b>	<b>(629,331.45)</b>	<b>(929,088.00)</b>	<b>68%</b>
<b>Non-Operating Revenues</b>	118,169.22	135,149.31	636,240.88	692,891.51	1,114,773.00	62%
<b>Non-Operating Expenses</b>	720.45	200.00	5,702.61	3,509.15	15,072.00	23%
<b>NET NON-OPERATING REVENUES (EXPENSES)</b>	<b>117,448.77</b>	<b>134,949.31</b>	<b>630,538.27</b>	<b>689,382.36</b>	<b>1,099,701.00</b>	<b>63%</b>
<b>NET INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS</b>	<b>36,441.28</b>	<b>30,464.46</b>	<b>100,268.53</b>	<b>60,050.91</b>	<b>170,613.00</b>	<b>35%</b>
SYSTEM BUY IN FEE			-	48,220.00		
CAPITAL CONTRIBUTIONS			-	4,242.90		
<b>NET INCOME (LOSS) IN NET POSITION</b>			<b>100,268.53</b>	<b>112,513.81</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>19,042,844.26</b>	<b>19,583,483.54</b>		

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF REVENUE AND EXPENSES

For Seven Months Ending January 31, 2023 and January 31, 2024

	Last Year Current Month Actual 1/31/2023	Current Month Actual 1/31/2024	Last Year YTD Actual 1/31/2023	Current YTD Actual 1/31/2024	Current Budget 2023/24	Actual 1/31/2024 % of budget 2023/24 58%
<b>OPERATING REVENUES</b>						
SALES-WATER	113,319.24	129,614.66	1,666,729.33	1,650,516.08	3,298,111.00	50%
SALES-READINESS TO SERVE	189,731.08	202,629.17	1,321,567.80	1,416,011.34	2,407,603.00	59%
SALES-MISCELLANEOUS	3,393.13	5,463.50	26,955.60	27,210.83	30,838.00	88%
LEASE-WATER RIGHTS	-	-	-	-	29,997.00	0%
<b>TOTAL OPERATING REVENUES</b>	<b>306,443.45</b>	<b>337,707.33</b>	<b>3,015,252.73</b>	<b>3,093,738.25</b>	<b>5,766,549.00</b>	<b>54%</b>
<b>OPERATING EXPENSES</b>						
PURCHASED WATER	4,122.17	3,964.35	31,264.19	49,597.15	263,615.00	19%
GROUND WATER REPLENISHMENT ASSMT	34,881.57	42,748.38	607,971.75	588,744.09	1,175,437.00	50%
POWER	31,979.66	44,288.25	384,426.15	457,365.19	875,124.00	52%
<b>TOTAL SOURCE OF SUPPLY</b>	<b>70,983.40</b>	<b>91,000.98</b>	<b>1,023,662.09</b>	<b>1,095,706.43</b>	<b>2,314,176.00</b>	<b>47%</b>
LABOR-PUMPING	5,082.73	5,396.29	30,833.95	33,953.08	79,385.00	43%
MAINTENANCE-PUMPING	7,238.33	1,349.60	31,401.25	14,595.98	55,044.00	27%
<b>TOTAL PUMPING</b>	<b>12,321.06</b>	<b>6,745.89</b>	<b>62,235.20</b>	<b>48,549.06</b>	<b>134,429.00</b>	<b>36%</b>
MAINT & LABOR-TREATMENT	3,267.63	21,797.17	37,703.84	53,599.02	53,005.00	101%
<b>TOTAL TREATMENT</b>	<b>3,267.63</b>	<b>21,797.17</b>	<b>37,703.84</b>	<b>53,599.02</b>	<b>53,005.00</b>	<b>101%</b>
LABOR-TRANS & DISTRIBUTION	16,712.95	24,294.11	141,548.27	158,667.12	283,716.00	56%
MAINT-TRANS & DISTRIBUTION	7,015.15	13,053.54	171,396.70	161,015.09	190,224.00	85%
JOINT FACILITIES-WELL,LM CONDUIT&RES	5,221.30	17,277.41	152,012.29	203,890.23	441,193.00	46%
ORCHARD DALE PORTION	(10,586.02)	(16,609.82)	(69,081.98)	(113,548.32)	(221,144.00)	51%
<b>TOTAL TRANSMISSION&amp;DISTRIBUTION</b>	<b>18,363.38</b>	<b>38,015.24</b>	<b>395,875.28</b>	<b>410,024.12</b>	<b>693,989.00</b>	<b>59%</b>
LABOR&MAINT-CUSTOMER ACCOUNTS	9,945.06	3,617.99	117,490.09	151,818.04	193,804.00	78%
UNCOLLECTIBLE ACCOUNTS	1,631.59	3,102.50	1,787.03	3,481.78	3,489.00	100%
<b>TOTAL CUSTOMER ACCOUNTS</b>	<b>11,576.65</b>	<b>6,720.49</b>	<b>119,277.12</b>	<b>155,299.82</b>	<b>197,293.00</b>	<b>79%</b>
<b>TOTAL OTHER OPERATING EXPENSES</b>	<b>45,528.72</b>	<b>73,278.79</b>	<b>615,091.44</b>	<b>667,472.02</b>	<b>1,078,716.00</b>	<b>62%</b>
<b>TOTAL SOURCE OF SUPPLY &amp; OPERATING EXPENSES</b>	<b>116,512.12</b>	<b>164,279.77</b>	<b>1,638,753.53</b>	<b>1,763,178.45</b>	<b>3,392,892.00</b>	<b>52%</b>
<b>ADMINISTRATIVE &amp; GENERAL EXPENSES</b>						
LABOR-FIELD-SICK,VAC,HOLIDAY	12,175.54	12,159.22	53,492.13	56,786.85	84,217.00	67%
WAGES-MANAGEMENT	9,812.11	10,850.23	88,033.80	91,665.76	169,614.00	54%
WAGES-OFFICE	15,885.19	20,394.43	130,609.73	149,642.52	280,506.00	53%
WAGES-MGMT&OFFICE-SICK,VAC,HOLIDAY	16,236.68	12,320.86	60,900.97	55,281.34	97,726.00	57%
OFFICE SUPPLIES	621.49	3,000.05	14,196.23	16,390.51	31,216.00	53%
AUTO SERVICE	3,047.03	2,931.16	30,047.50	33,070.06	48,559.00	68%
BANK SERVICE CHARGE	611.15	536.22	5,321.94	3,036.38	10,642.00	29%
DUES & SUBCRIPTIONS	590.00	1,320.70	23,395.58	21,849.68	32,141.00	68%
BUILDING SERVICE	821.07	3,433.33	13,068.91	17,269.69	23,594.00	73%
OFFICE EQUIPMENT MAINT	2,227.95	1,521.51	12,350.65	15,013.73	35,217.00	43%
PROFESSIONAL SERVICES	21,966.33	4,242.45	64,319.31	59,131.20	68,059.00	87%
EDUCATION & MEETINGS	5,678.62	147.38	14,475.60	8,294.20	16,608.00	50%

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF REVENUE AND EXPENSES

For Seven Months Ending January 31, 2023 and January 31, 2024

	Last Year Current Month Actual 1/31/2023	Current Month Actual 1/31/2024	Last Year YTD Actual 1/31/2023	Current YTD Actual 1/31/2024	Current Budget 2023/24	Actual 1/31/2024 % of budget 2023/24 58%
LEGAL	4,637.50	5,575.00	23,037.50	27,525.00	42,390.00	65%
UTILITIES	2,930.71	4,939.16	22,572.26	23,440.87	45,433.00	52%
ENGINEERING	1,025.00	(16.62)	11,668.00	11,117.37	33,819.00	33%
INSUR-AUTO, LIABILITY & PROPERTY	6,481.41	9,101.91	44,396.56	58,875.27	76,646.00	77%
INSUR-GROUP HEALTH & LIFE	15,472.67	17,713.60	111,311.14	109,075.25	214,571.00	51%
EMPLOYEE WORKERS COMPENSATION	837.23	478.05	15,747.35	17,334.27	34,153.00	51%
DENTAL	1,000.00	185.60	2,156.00	5,380.60	4,766.00	113%
RETIREMENT-CALPERS	5,024.75	19,018.08	72,969.20	85,092.19	174,435.00	49%
RETIREMENT-DEFERRED COMP	1,596.14	1,596.44	11,589.68	12,426.09	23,551.00	53%
RETIREMENT-CALPERS UNFUND ACCR LIAB	-	-	89,261.00	80,813.00	83,515.00	97%
MAINTENANCE-GENERAL PLANT	5,260.21	11,120.01	36,223.62	60,417.01	69,340.00	87%
CAPITAL IMPROVEMENTS	129,275.08	126,340.58	904,925.56	884,384.06	1,502,147.00	59%
PROPERTY TAXES	444.06	444.73	3,621.35	3,111.13	6,236.00	50%
PAYROLL TAXES	7,280.90	8,558.33	47,077.37	53,467.22	93,644.00	57%
TOTAL ADMIN & GENERAL EXP	<u>270,938.82</u>	<u>277,912.41</u>	<u>1,906,768.94</u>	<u>1,959,891.25</u>	<u>3,302,745.00</u>	59%
TOTAL OPERATING EXPENSES	<u>387,450.94</u>	<u>442,192.18</u>	<u>3,545,522.47</u>	<u>3,723,069.70</u>	<u>6,695,637.00</u>	56%
OPERATING INCOME (LOSS)	<u>(81,007.49)</u>	<u>(104,484.85)</u>	<u>(530,269.74)</u>	<u>(629,331.45)</u>	<u>(929,088.00)</u>	68%
<b>NONOPERATING REVENUES</b>						
INTEREST INCOME	10,349.91	25,296.51	44,042.13	121,789.93	43,206.00	282%
PROPERTY TAX INCOME	94,819.89	98,248.87	496,378.49	484,672.56	916,445.00	53%
RENT INCOME	11,743.86	10,556.92	79,794.66	76,139.67	136,673.00	56%
OIL ROYALTIES	1,255.56	1,047.01	11,290.54	7,502.13	12,635.00	59%
MISCELLANEOUS INCOME	-	-	4,735.06	2,787.22	5,814.00	48%
GAIN ON ASSET SOLD	-	-	-	-	-	0%
TOTAL NONOPERATING REVENUES	<u>118,169.22</u>	<u>135,149.31</u>	<u>636,240.88</u>	<u>692,891.51</u>	<u>1,114,773.00</u>	62%
<b>NONOPERATING EXPENSES</b>						
INTEREST EXPENSE-D/G LOAN	120.45	-	1,323.90	609.15	609.00	100%
LOSS ON INVESTMENT	-	-	-	-	-	0%
DIRECTORS FEES	600.00	200.00	3,700.00	2,900.00	9,900.00	29%
DIRECTORS EXPENSES	-	-	678.71	-	4,563.00	0%
ELECTION	-	-	-	-	-	0%
TOTAL NONOPERATING EXPENSES	<u>720.45</u>	<u>200.00</u>	<u>5,702.61</u>	<u>3,509.15</u>	<u>15,072.00</u>	23%
NET NONOPER REVENUES(EXPENSES)	<u>117,448.77</u>	<u>134,949.31</u>	<u>630,538.27</u>	<u>689,382.36</u>	<u>1,099,701.00</u>	63%
NET INCOME (LOSS) IN NET POSTION	<u>36,441.28</u>	<u>30,464.46</u>	<u>100,268.53</u>	<u>60,050.91</u>	<u>170,613.00</u>	35%

# WARRANTS

**La Habra Heights CWD**  
**AP Check Register (Current by Bank)**

^ Check Dates: Greater than 1/5/2024

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: 13100 - EFT TRANSFERS</b>					<b>13110</b>
1002555263	01/18/24	M	0130	CALPERS	\$5,667.38
1002555264	01/18/24	M	0130	CALPERS	\$1,318.69
**1002568178	01/31/24	M	0130	CALPERS	\$5,667.38
1002568179	01/31/24	M	0130	CALPERS	\$773.25
**1002578967	02/14/24	M	0130	CALPERS	\$5,667.38
1002578968	02/14/24	M	0130	CALPERS	\$1,376.22
<b>BANK 13100 REGISTER TOTAL:</b>					<b>\$20,470.30</b>
 <b>BANK ID: 13110 - CHECKING- WELLS FARGO</b>					<b>13110</b>
46673	01/30/24	P	0409	ADVANTAGE,INC	\$654.93
46674	01/30/24	P	0511	AKESO OCCUPATIONAL HEALTH	\$220.00
46675	01/30/24	P	0013	CANNINGS HARDWARE	\$30.23
46676	01/30/24	P	0014	CENTRAL BASIN MWD	\$3,964.35
46677	01/30/24	P	0441	CINTAS CORPORATION	\$84.24
46678	01/30/24	P	0145	CIVILTEC ENGINEERING INC	\$15,422.00
46679	01/30/24	P	ONETIM	FARNOSH MAZANDARANI	\$48.12
46680	01/30/24	P	0389	FRONTIER COMMUNICATIONS	\$799.00
46681	01/30/24	P	0049	GOLDEN METERS SERVICE INC	\$370.00
46682	01/30/24	P	0358	GREEN'S SECURITY CENTERS, INC	\$599.93
46683	01/30/24	P	0275	INTEGRA CHEMICAL COMPANY	\$2,499.33
46684	01/30/24	P	0051	LINCOLN FINANCIAL GROUP	\$6,122.89
46685	01/30/24	P	0174	MICHELLE PEREZ	\$142.40
46686	01/30/24	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$204.68
46687	01/30/24	P	0187	PLAINSITE BUSINESS SYSTEMS,INC	\$355.06
46688	01/30/24	P	0258	S&J SUPPLY CO, INC	\$1,638.16
46689	01/30/24	P	0069	SOCALGAS	\$65.58
46690	01/30/24	P	0068	SOUTHERN CALIF EDISON CO	\$8,935.81
46691	01/30/24	P	0267	STAMPS BY MAIL	\$136.00
46692	01/30/24	P	0096	THOMSON REUTERS - WEST	\$1,320.70
46693	01/30/24	P	0386	VERIZON WIRELESS	\$993.57
46694	01/30/24	P	0094	WECK LABORATORIES, INC	\$745.00
46695	01/30/24	P	0068	SOUTHERN CALIF EDISON CO	\$44.06
46696	02/14/24	P	0116	ACWA-JPIA	\$18,637.45
46697	02/14/24	P	0385	ADMIRAL PEST CONTROL	\$85.00
46698	02/14/24	P	0543	ADYEN BRISENO	\$95.00
46699	02/14/24	P	0353	ARCO BUSINESS SOLUTIONS	\$2,643.29
46700	02/14/24	P	0013	CANNINGS HARDWARE	\$19.45
46701	02/14/24	P	0441	CINTAS CORPORATION	\$143.01
46702	02/14/24	P	0555	COMMERCIAL DOOR OF LOS ANGELES	\$1,050.00
46703	02/14/24	P	0164	EXCEL TELEMESSAGING	\$140.00
46704	02/14/24	P	0389	FRONTIER COMMUNICATIONS	\$86.81
46705	02/14/24	P	0070	HARRINGTON INDUSTRIAL PLASTICS	\$84.44
46706	02/14/24	P	0369	HIGHROAD INFO TECHNOLOGY	\$5,249.95
46707	02/14/24	P	0153	HOME DEPOT CR SERVICES	\$226.75
46708	02/14/24	P	ONETIM	JACOB SLEVKOV	\$181.50
46709	02/14/24	P	0051	LINCOLN FINANCIAL GROUP	\$3,017.38
46710	02/14/24	P	0453	MATTHEW CERDA	\$43.20
46711	02/14/24	P	0120	MICHAEL GUALTIERI	\$121.08
46712	02/14/24	P	0430	MICHAEL SILANDER	\$5,750.00
46713	02/14/24	P	0231	O'REILLY AUTO PARTS	\$287.87
46714	02/14/24	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$102.19
46715	02/14/24	P	0554	ORANGE COUNTY DEMOLITION, INC.	\$5,750.00
46716	02/14/24	P	ONETIM	ROBERT D. JOHNSON	\$158.13
46717	02/14/24	P	0363	RWS OF SOUTHERN CALIFORNIA	\$908.40
46718	02/14/24	P	0415	SAMUEL MUNOZ	\$3,800.00

\* 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 1/5/2024

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
46719	02/14/24	P	0147	SAN GABRIEL VALLEY WATER CO	\$54.64
46720	02/14/24	P	0068	SOUTHERN CALIF EDISON CO	\$47,651.40
46721	02/14/24	P	0427	TPX COMMUNICATIONS	\$2,717.81
46722	02/14/24	P	0078	UNDERGROUND SERVICE ALERT	\$106.25
46723	02/14/24	P	0268	UNIVAR USA, INC	\$1,829.12
46724	02/14/24	P	0016	WATER REPLENISHMENT DISTRICT	\$65,201.22
46725	02/14/24	P	0094	WECK LABORATORIES, INC	\$449.00
46726	02/22/24	P	0013	CANNINGS HARDWARE	\$57.57
46727	02/22/24	P	0432	CHARTER COMMUNICATIONS	\$550.00
46728	02/22/24	P	0441	CINTAS CORPORATION	\$96.55
46729	02/22/24	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$36.70
46730	02/22/24	P	0282	D&H WATER SYSTEMS	\$310.38
46731	02/22/24	P	0464	ENVIROKLEEN USA	\$650.00
46732	02/22/24	P	0389	FRONTIER COMMUNICATIONS	\$799.00
46733	02/22/24	P	0099	GRAINGER INC	\$201.40
46734	02/22/24	P	0043	GRISWOLD INDUSTRIES	\$42,667.86
46735	02/22/24	P	0252	INFOSEND, INC	\$1,485.26
46736	02/22/24	P	0205	JOE MATTHEWS	\$70.00
46737	02/22/24	P	0501	JORDAN KEAR	\$2,790.00
46738	02/22/24	P	0133	KONICA MINOLTA	\$132.73
46739	02/22/24	P	0050	LA COUNTY TAX COLLECTOR	\$20,178.45
46740	02/22/24	P	0051	LINCOLN FINANCIAL GROUP	\$3,248.31
46741	02/22/24	P	0174	MICHELLE PEREZ	\$68.00
46742	02/22/24	P	0258	S&J SUPPLY CO, INC	\$3,557.19
46743	02/22/24	P	0037	SWRCB	\$15,921.74
46744	02/22/24	P	0486	TAMMY WAGSTAFF	\$141.99
46745	02/22/24	P	0556	TRENCH SHORING COMPANY	\$259.35
46746	02/22/24	P	0012	VULCAN MATERIALS COMPANY	\$1,112.50
46747	02/22/24	P	0094	WECK LABORATORIES, INC	\$1,806.00
<b>BANK 13110 REGISTER TOTAL:</b>					<b>\$308,127.36</b>
<b>GRAND TOTAL :</b>					<b>\$328,597.66</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

January 12, 2024

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 **December 2023**  
Invoice Backup Support - Billing Period through December 31, 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 **December 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 in December 2023. The remaining budget is \$12,338.75.

**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 no expenditures in the month of December 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.

**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 District plans to finalize the bidding documents and post the bidding



documents through PlanetBids. To support this process, *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* has completed the design to 95% complete. There were expenditures of \$265.00 in the month of December 2023. The remaining budget is \$82,332.50. The 95% complete plans have been issued to the District for review and comments have been received. David is assisting with staging up PlanetBids.

**2022169.00 – Well No. 12 Well Siting Study.** LHCWD 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. LHCWD 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 four dry wells to increase the percolation capability at the site. The Amendment totals \$39,480.00. The overall engineering budget for the project is \$143,970.00. A third Amendment has been issued to the District to complete the Drinking Water Source and Protection (DWSAP) assessment which totals \$13,800.00 bringing the overall budget to \$157,770.00.

There were expenditures \$875.00 in December 2023. 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 due to lack of interest by contractors. 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 was placed back out to bid in October 2023. One bid was received in November. Each contractor was contacted to obtain information on why there was a lack of interest. Ultimately, the bid was rejected by the Board. The District met with the Division of Drinking Water regarding the new well. DDW requires the submittal of the DWSAP assessment before they will approve the well location. The DWSAP forms have been completed and issued to the District for review. The remaining budget is \$30,571.50.

**2023149.00 – Reservoir 10A Rehabilitation.** LHCWD plans to put the Reservoir 10A project back out to bid. The project was bid in 2019 and was not pursued at that time due to high costs. *Civiltec* resurrected the 2019 project and is designing the current rehabilitation based upon new project goals established by the District. DDW also provided new requirements that have taken affect since 2019. *Civiltec* issued the District a proposal covering the Scope of Services with a budget that includes design, bidding, construction management and full-time observation services. The proposal totals \$89,910.00. *Civiltec* has completed the design to 90% complete. There were no expenditures in the month of December 2023. The remaining budget is \$79,100.00. The 90%

La Habra Heights County Water District  
Mr. Michael Gualtieri, General Manager  
Engineering Activity Report for **December 2023**  
January 12, 2024  
Page 3



complete plans have been issued to the District for review and comments have been received. Final bidding documents are being prepared now.

**2023330.00 – Carrie Hills Lane Pipeline Design.** LHHCWD plans to construct approximately 200 LF of 8” pipeline and a new fire hydrant to serve a new house construct on Carrie Hills Lane. *Civiltec* issued the District a proposal covering the design phase Scope of Services with a budget that includes design and bidding, services. The proposal totals \$23,860.00. *Civiltec* has developed the base map based upon field survey and prepared the preliminary design. This design has been issued to the District for review and comments. Comments have been received and final design is underway. There were expenditures are \$14,282.50 in the month of December 2023. The remaining budget is \$7,435.50.

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', is written over a horizontal line.

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

**Michael Silander**

Attorney at Law

2629 Townsgate Road, Suite 235

Westlake Village, CA 91361

**INVOICE**

DATE: FEBRUARY 1, 2024

**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 January 2024.



MATTER	HOURS	AMOUNT
Transactional - General	36.0	\$4,500.00
Retainer	Flat fee	\$1,250.00
		<b>TOTAL: \$5,750.00</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: 2/22/24**

**TO: MIKE GUALTIERI, GENERAL MANAGER  
JOE MATTHEWS ASSISTANT GENERAL MANAGER,  
& BOARD OF DIRECTORS**

**FROM: IVAN RAMIREZ, ASSISTANT SUPERINTENDENT**

**SUBJECT: SUPERINTENDENT'S REPORT FOR FEBRUARY 2024**

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**System Maintenance**

- Repaired three main leaks and one service leak. Also, installed one new service for an Additional Dwelling Unit (ADU).
- Cla-Val serviced 18 valves at eight locations.

**Demolition of Shop Addition**

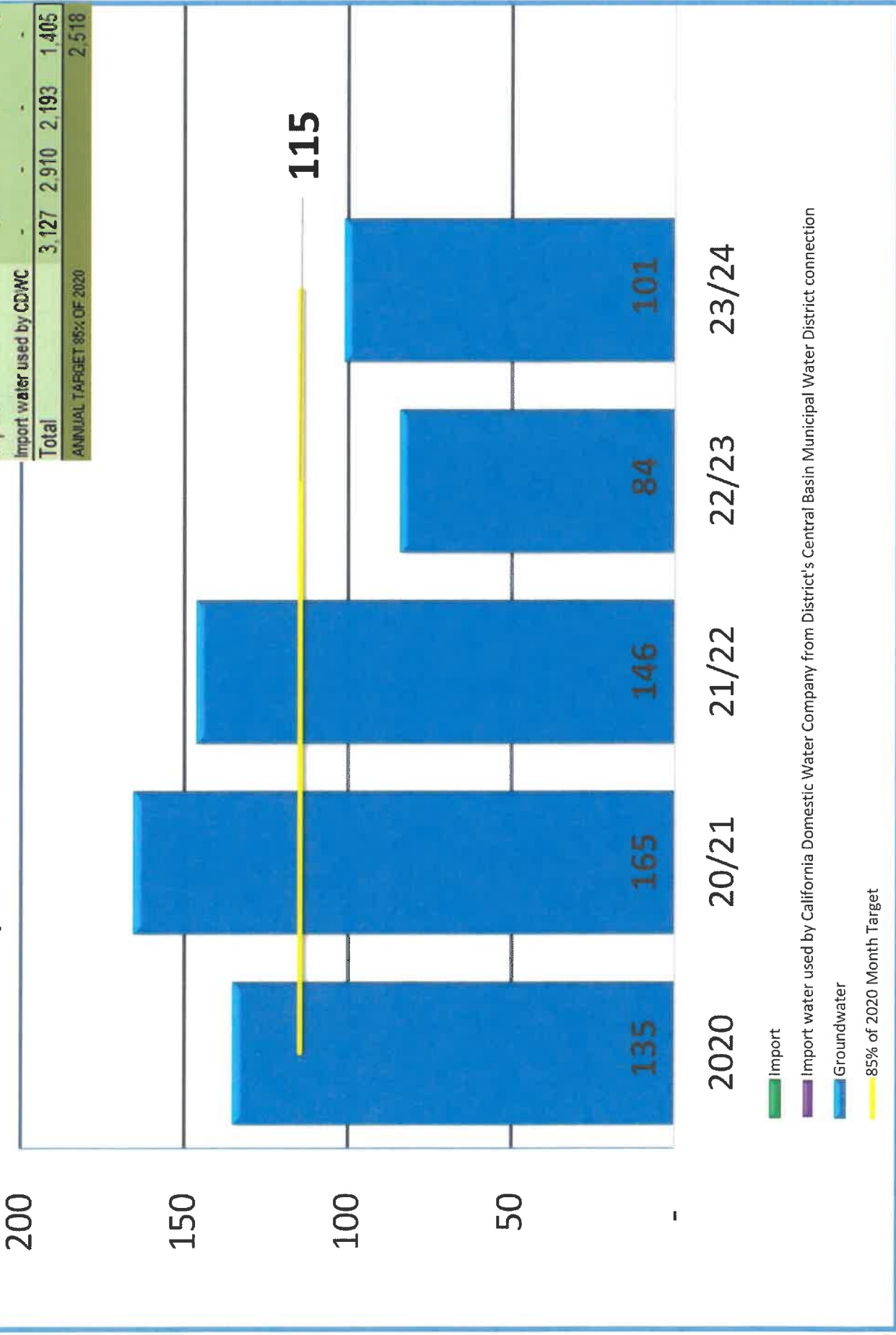
- Completed the demolition of the damaged portion of our shop.  
Currently, we are using a rental storage container to store equipment.

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## Production in acre feet for **JANUARY**

### Compared to 85% of 2020

ANNUAL WATER USAGE					
Water Source	2020/2021	2021/2022	2022/2023	2023/24 thru Jan	2023/24
Groundwater	3,070	2,910	2,193	1,391	1,405
Import	57	-	-	14	-
Import water used by CD/NC	-	-	-	-	-
<b>Total</b>	<b>3,127</b>	<b>2,910</b>	<b>2,193</b>	<b>1,405</b>	<b>2,518</b>
ANNUAL TARGET 85% OF 2020					



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



**RESOLUTION NO. 24-02**

**A RESOLUTION OF THE BOARD OF  
DIRECTORS OF  
LA HABRA HEIGHTS COUNTY  
WATER DISTRICT  
EXPRESSING TO MICHAEL J.  
GUALTIERI ITS APPRECIATION  
FOR SERVING THE COMMUNITY OF  
LA HABRA HEIGHTS  
FOR A PERIOD OF 42 YEARS, 1  
MONTH AND 5 DAYS**

RESOLUTION NO. 24-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
EXPRESSING TO MICHAEL J. GUALTIERI ITS APPRECIATION  
FOR SERVING THE COMMUNITY OF LA HABRA HEIGHTS  
FOR A PERIOD OF 42 YEARS, 1 MONTH AND 5 DAYS

WHEREAS, Michael J. "Mike" Gualtieri, has punctilious served the Community of La Habra Heights from his appointment to the La Habra Heights County Water District on April 1, 1982 continuously to his retirement on May 5, 2024 for a total of 42 year, 1 month and 5 days, and

WHEREAS, Mike has dutifully served the Community of La Habra Heights most prominently as Secretary/General Manager for the La Habra Heights County Water District (District) for 21 years, 7 months and 18 days, and

WHEREAS, Mike had dutifully served the Community of La Habra Heights most prominently as Interim Secretary/General Manager for the La Habra Heights County Water District for 2 months and 17 days, and

WHEREAS, Mike had dutifully served the Community of La Habra Heights as Superintendent for La Habra Heights County Water District for 3 years, 3 months and 19 days and

WHEREAS, Mike had dutifully served the Community of La Habra Heights as Acting Superintendent for La Habra Heights County Water District for 6 months and 29 days, and

WHEREAS, Mike had dutifully served the Community of La Habra Heights as Utility Worker II for La Habra Heights County Water District for 10 years, 7 months and 10 days and

WHEREAS, Mike had dutifully served the Community of La Habra Heights as Utility Worker I for La Habra Heights County Water District for 5 years, 9 months and 5 days, and

WHEREAS, Mike held various positions with the Southern California Water Utilities Association (SCWUA) eventually serving as President, and

WHEREAS, Mike held the position of Conference Director for American Water Works Association, California-Nevada Section for many years, achieving the George A. Elliott Memorial Award, and

WHEREAS, Mike holds the position of Director of Central Basin Municipal Water District, and

WHEREAS, Mike holds the position of Director of Metropolitan Water District of Southern California (MET), and

WHEREAS, because of Mike's expertise in drinking water production

and water system construction and repair and his determination, professionalism and devotion to duty, he was a substantial participant in meter reading, chlorinating, repairing water system, digging, jack hammering, upgrading the water system and managing the District to affect fiscal economy while remaining responsible to individuals and the requirements of the community; and

WHEREAS, during his tenure, Mike was present, observed and/or intimately involved with \$23,009,077 of water system improvements, including 170 acre feet of groundwater rights, La Mirada Reservoir, Vigil Reservoir, and numerous pipelines and fire hydrants assuring that the La Habra Heights County Water District is one of the most reliable water purveyors in Southern California.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LA HABRA HEIGHTS COUNTY WATER DISTRICT, that the Board does hereby express its wholehearted and unreserved appreciation to Michael J. Gualtieri for his unselfish and liberal commitment of time, energy and expertise on behalf of this District and community.

BE IT FURTHER RESOLVED that the President of this Board is authorized and instructed to present a proper copy of this Resolution to Michael J. Gualtieri and express the District's deep appreciation for the willing and generous contribution he has made in furthering the affairs of this District.

PASSED AND APPROVED this 27th day of February 2024.

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

\_\_\_\_\_  
Pamela McVicar, Vice President

\_\_\_\_\_  
Karen Baroldi, Director

\_\_\_\_\_  
James Crabb, Director

\_\_\_\_\_  
Mark Perumean, Director

ATTEST:

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Michael Gualtieri, General Manager

I, Michael Gualtieri, General Manager of the Board of Directors of La Habra Heights County Water District do hereby certify that the original resolution was duly adopted and signed by the Board of Directors of said District at a regular meeting of said Board held on the 27<sup>th</sup> day of February 2024, to be presented to Michael J. Gualtieri, and that it was adopted by the following vote:

AYES:

NOES:

ABSENT:

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Michael Gualtieri, General Manager  
Board of Directors of La Habra Heights County  
Water District