

**LA HABRA HEIGHTS COUNTY
WATER DISTRICT**

BOARD MEETING

FEBRUARY 23, 2021

**AGENDA FOR REGULAR MEETING
BOARD OF DIRECTORS
LA HABRA HEIGHTS COUNTY WATER DISTRICT
February 23, 2021 @ 4:00PM**

CALL IN PHONE NUMBER FOR PUBLIC (470) 242-8927 PIN: 853032986#

- 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 for non-agenda items and 3 minutes for agenda items.)
- 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 26, 2021 (approve)
 - b. Financial Reports – January 2021 (approve)
- 6. Approval of warrants and authorize signatures per warrant list**
- 7. Report of Superintendent**
- 8. Report and recommendations of General Manager:**
 - a. District Activities
- 9. Closed Session –**

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Rowland Water District v. La Habra Heights County Water District, Los Angeles Superior Court Case No. KC070088. Discussion of existing litigation pursuant to paragraph (1) of subdivision (d) of Section 54956.9.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 (one case).
- 10. Adjournment.**

MINUTES

MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF DIRECTORS
LA HABRA HEIGHTS COUNTY WATER DISTRICT
January 26, 2021

A regular meeting of the Board of Directors of La Habra Heights County Water District ("District") was held on January 26, 2021 at 4:05 p.m., at the office of the District, located at 1271 North Hacienda Road, La Habra Heights and by telecommunication.

Item 1. Roll call of Directors by Secretary/General Manager, Michael Gualtieri.

PRESENT: Directors Baroldi, Cooke, Crabb, McVicar and Perumean (by telecommunication)

ABSENT: None

Item 2. Staff members and others present. Staff: Michael Gualtieri, Secretary/General Manager. Joe Matthews, Superintendent. Others present Michael Silander, Attorney at Law and David Byrum, Civiltec Engineering Inc. (by telecommunication)

Item 3. Public Communications – None

Item 4. Directors Report –

Director McVicar discussed a subcommittee meeting she attended on November 17, 2020 regarding the wells and PFAS. She also discussed drilling at La Mirada Reservoir.

Item 5.a.b.c.d. Minutes of Regular meeting for December 8, 2020, Minutes of Regular meeting for December 22, 2020, Financial Reports – November and December 2020 and Status of Investment- December 2020. After discussion there was a motion by Director McVicar and seconded by Director Perumean to approve minutes, financial reports, and status of investments. Directors asked about passwords previously discussed in audit and General Manager advised that the passwords will be changed every six months. The vote was as follows:

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

NOES: None

ABSENT: None

Item 8.b Update on La Mirada Conduit Repair. The General Manager informed that materials had been ordered through Western Water Works. Brkich was awarded the job. The District finalized the "Temporary and Limited Land Use Agreement" with Family Life Center Apostolic Church. Lastly, Caltrans permit was received and Brkich has already begun the work and are expected to be finished by February 28, 2021.

Item 6. Approval of warrants and authorize signatures per warrant list. After discussion, there was a motion made by Director McVicar and seconded by Director Crabb that the warrant numbers 44132 through 44253 in the amount of \$648,957.27 and EFT transfers in the amount of \$16,456.92 be approved and signatures be authorized. The vote

was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar and Perumean
NOES: None
ABSENT: None

Item 7. Report of Superintendent. The Superintendent informed that the District had two main leaks in December 2020. Valverde Construction repaired main leak on Ardsheal. Annual meter testing with Golden Meter Service was complete. All meter tests at Plants, Wells 10 & 11 and Orchard Dale Water District show meters are functioning accurately. Compound meters for the Habitat Authority and Matrix Oil were also tested. Lastly, a new 1-1/2" water service was installed at 443 Reposado.

Item 8.a. Discuss and Vote—Central Basin Municipal Water District All Water Purveyors Director for remainder of term through February 2023. After discussion, there was a motion by Director McVicar and seconded by Director Cooke to vote for Michael Gualtieri for All Water Purveyors. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, McVicar and Perumean
NOES: None
ABSENT: None

Item 9.a. Closed Session. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Rowland Water District v. La Habra Heights County Water District, Los Angeles Superior Court Case No. KC070088. Discussion of existing litigation pursuant to Government Code Section 54956.96(d)(1). No reportable action was taken.

Item 9.b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 (one case). No reportable action was taken.

Item 10. There being no further business to come before the Board, motion was made by Director Cooke and seconded by Director McVicar that the meeting be adjourned at 5:34 p.m. The vote was as follows:

PRESENT: Directors Baroldi, Cooke, Crabb, McVicar and Perumean
NOES: None
ABSENT: None

Dated: February 23, 2021

Brad Cooke, President

(SEAL)

Michael Gualtieri, Secretary

FINANCIAL REPORT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF NET POSITION

January 31, 2020 and January 31, 2021

	2020	2021
ASSETS:		
Current Assets:		
CASH-PETTY	300.00	300.00
CASH-CHECKING	767,965.30	590,249.05
INVESTMENT-LAIF	3,297,547.69	3,590,131.34
ACCOUNTS RECEIVABLE-WATER	221,339.89	327,941.09
ACCOUNTS RECEIVABLE-OTHER	242,676.45	250,621.58
ACCRUED INTEREST RECEIVABLE	5,374.00	1,370.00
INVENTORY	188,798.87	195,980.78
PREPAID EXPENSES	70,702.24	81,208.04
Total Current Assets	4,794,704.44	5,037,801.88
Noncurrent Assets:		
Capital Assets:		
LAND	532,743.65	532,743.65
WATER RIGHTS	1,309,490.80	1,608,490.80
SOURCE OF SUPPLY	2,283,601.08	2,287,945.78
PUMPING PLANT	1,625,877.77	1,625,877.77
TRANSMISSION & DISTRIBUTION	25,265,045.52	25,350,084.27
GENERAL PLANT	1,966,530.73	1,998,210.90
CONSTRUCTION IN PROGRESS	94,697.61	701,558.34
Total Capital Assets	33,077,987.16	34,104,911.51
Accumulated Depreciation	(18,665,673.77)	(19,265,927.21)
Net Capital Assets	14,412,313.39	14,838,984.30
Other Noncurrent Assets:		
CONSTRUCTION ADVANCE RECEIVABLE	38,406.66	29,157.66
INVESTMENTS-CAL DOMESTIC WATER CO	591.00	591.00
Total Other Noncurrent Assets	38,997.66	29,748.66
Total Assets	19,246,015.49	19,906,534.84
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from pension plan	228,835.00	225,162.00
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from OPEB	16,079.00	114,769.00
Total Deferred Outflows of Resources	244,914.00	339,931.00

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF NET POSITION

January 31, 2020 and January 31, 2021

	<u>2020</u>	<u>2021</u>
LIABILITIES		
<u>Current Liabilities:</u>		
ACCOUNTS PAYABLE	200,615.07	352,671.28
CURR PORTION-LONG TERM DEBT	57,197.53	58,550.85
ACCRUED INTEREST-CONTRACT PAYABLE-D/G	465.75	352.61
DEPOSITS-CUSTOMERS	500.00	1,000.00
DEPOSITS-CONSTRUCTION	22,000.00	5,000.00
ACCRUED PROPERTY TAXES	-	-
ACCRUED PAYROLL	-	-
ACCRUED EMPLOYEE BENEFITS	123,642.31	140,524.50
DEFERRED RENTAL INCOME	27,863.05	27,509.25
ACCRUED RETIREMENT CONTRIBUTIONS	-	-
NET OPEB OBLIGATION	1,243,182.34	1,436,692.34
NET PENSION LIABILITY	666,511.00	790,025.00
Total Current Liabilities	<u>2,341,977.05</u>	<u>2,812,325.83</u>
<u>Long-term Liabilities, net of current portion:</u>		
LOAN PAYABLE-STATE OF CALIF	179,848.60	121,297.75
Total Long-term Liabilities	<u>179,848.60</u>	<u>121,297.75</u>
Total Liabilities	<u>2,521,825.65</u>	<u>2,933,623.58</u>
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from pension plan	74,671.00	85,309.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from OPEB	461,182.00	405,009.00
Total Deferred Inflows of Resources	<u>535,853.00</u>	<u>490,318.00</u>
<u>Net Position:</u>		
INVESTED IN CAPITAL ASSETS, NET RELATED DEBT UNRESTRICTED	14,175,267.26	14,659,135.70
UNRESTRICTED	2,219,576.92	2,134,230.90
RESTRICTED	38,406.66	29,157.66
Total Net Position	<u>16,433,250.84</u>	<u>16,822,524.26</u>

LA HABRA HEIGHTS COUNTY WATER DISTRICT
STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
For Seven Months Ending January 31, 2020 and January 31, 2021

	Last Year Current Month Actual 1/31/2020	Current Month Actual 1/31/2021	Last Year YTD Actual 1/31/2020	Current YTD Actual 1/31/2021	Current Budget 2020/21	Actual 1/31/2021 % of budget 2020/21
Operating Revenue:	243,173.15	332,434.31	2,617,688.55	2,933,154.45	4,557,634.00	64%
Operating Expenses:						
Source of Supply	80,953.75	50,116.31	1,016,797.15	1,254,989.60	1,793,098.00	70%
Pumping	9,905.02	7,639.42	61,447.69	82,185.12	107,016.00	77%
Treatment	1,786.06	(25,875.43)	19,411.83	32,157.44	38,692.00	83%
Transmission & Distribution	25,072.95	32,706.86	400,791.61	345,275.20	475,414.00	73%
Customer Accounts	10,333.62	15,513.99	95,454.81	109,569.61	169,642.00	65%
Administrative and General	118,089.12	123,736.02	857,266.82	847,579.44	1,557,486.00	54%
Capital Improvements	88,022.83	108,269.92	616,159.81	757,889.44	1,299,239.00	58%
Other	7,549.45	7,427.40	44,597.51	45,812.45	80,098.00	57%
TOTAL OPERATING EXPENSES	341,712.80	319,534.49	3,111,927.23	3,475,458.30	5,520,685.00	63%
OPERATING INCOME (LOSS)	(98,539.65)	12,899.82	(494,238.68)	(542,303.85)	(963,051.00)	56%
Non-Operating Revenues	100,113.53	99,998.67	555,982.77	552,238.52	1,033,765.00	53%
Non-Operating Expenses	5,237.33	852.61	14,017.69	6,765.49	37,362.00	18%
NET NON-OPERATING REVENUES (EXPENSES)	94,876.20	99,146.06	541,965.08	545,473.03	996,403.00	55%
NET INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	(3,663.45)	112,045.88	47,726.40	3,169.18	33,352.00	10%
SYSTEM BUY IN FEE			-	40,773.00		
CAPITAL CONTRIBUTIONS			-	5,430.96		
NET INCOME (LOSS) IN NET POSITION			47,726.40	49,373.14		
NET POSITION-BEGINNING OF YEAR			16,385,524.44	16,773,151.12		
NET POSITION-END OF PERIOD			16,433,250.84	16,822,524.26		

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE AND EXPENSES

For Seven Months Ending January 31, 2020 and January 31, 2021

	Last Year Current Month Actual 1/31/2020	Current Month Actual 1/31/2021	Last Year YTD Actual 1/31/2020	Current YTD Actual 1/31/2021	Current Budget 2020/21	Actual 1/31/2021 % of budget 2020/21 58%
OPERATING REVENUES						
SALES-WATER	88,144.17	166,674.28	1,522,710.99	1,769,130.18	2,561,334.00	69%
SALES-READINESS TO SERVE	153,126.77	163,609.04	1,073,279.54	1,145,420.66	1,942,178.00	59%
SALES-MISCELLANEOUS	1,902.21	2,150.99	21,698.02	18,603.61	28,366.00	66%
LEASE-WATER RIGHTS	-	-	-	-	25,756.00	0%
TOTAL OPERATING REVENUES	243,173.15	332,434.31	2,617,688.55	2,933,154.45	4,557,634.00	64%
OPERATING EXPENSES						
PURCHASED WATER	4,066.09	3,329.10	37,327.80	91,211.41	146,740.00	62%
GROUND WATER REPLENISHMENT ASSMT	49,603.50	(25,975.98)	635,694.65	719,424.42	1,049,071.00	69%
POWER	27,284.16	72,763.19	343,774.70	444,353.77	597,287.00	74%
TOTAL SOURCE OF SUPPLY	80,953.75	50,116.31	1,016,797.15	1,254,989.60	1,793,098.00	70%
LABOR-PUMPING	5,616.30	3,944.19	30,272.23	29,883.64	65,927.00	45%
MAINTENANCE-PUMPING	4,288.72	3,695.23	31,175.46	52,301.48	41,089.00	127%
TOTAL PUMPING	9,905.02	7,639.42	61,447.69	82,185.12	107,016.00	77%
MAINT & LABOR-TREATMENT	1,786.06	(25,875.43)	19,411.83	32,157.44	38,692.00	83%
TOTAL TREATMENT	1,786.06	(25,875.43)	19,411.83	32,157.44	38,692.00	83%
LABOR-TRANS & DISTRIBUTION	9,639.18	13,446.67	104,022.81	111,695.08	197,782.00	57%
MAINT-TRANS & DISTRIBUTION	945.92	5,716.75	177,033.34	93,809.17	115,225.00	81%
JOINT FACILITIES-WELL,LM CONDUIT&RES	23,292.67	19,396.85	261,696.21	265,659.83	339,525.00	78%
ORCHARD DALE PORTION	(8,804.82)	(5,853.41)	(141,960.75)	(125,888.88)	(177,118.00)	71%
TOTAL TRANSMISSION&DISTRIBUTION	25,072.95	32,706.86	400,791.61	345,275.20	475,414.00	73%
LABOR&MAINT-CUSTOMER ACCOUNTS	10,191.12	15,513.99	94,863.97	107,929.40	167,294.00	65%
UNCOLLECTIBLE ACCOUNTS	142.50	-	590.84	1,640.21	2,348.00	70%
TOTAL CUSTOMER ACCOUNTS	10,333.62	15,513.99	95,454.81	109,569.61	169,642.00	65%
TOTAL OTHER OPERATING EXPENSES	47,097.65	29,984.84	577,105.94	569,187.37	790,764.00	72%
TOTAL SOURCE OF SUPPLY & OPERATING EXPENSES	128,051.40	80,101.15	1,593,903.09	1,824,176.97	2,583,862.00	71%
ADMINISTRATIVE & GENERAL EXPENSES						
LABOR-FIELD-SICK,VAC,HOLIDAY	9,030.58	12,608.58	38,069.44	47,704.43	53,566.00	89%
WAGES-MANAGEMENT	9,116.63	9,299.09	79,750.68	78,634.58	142,223.00	55%
WAGES-OFFICE	11,441.94	15,572.27	124,168.16	104,044.89	232,958.00	45%
WAGES-MGMT&OFFICE-SICK,VAC,HOLIDAY	15,811.50	12,376.89	51,405.70	49,031.99	81,537.00	60%
OFFICE SUPPLIES	528.17	2,687.42	13,089.58	15,707.03	29,049.00	54%
AUTO SERVICE	2,977.68	2,648.44	28,173.27	19,118.87	44,568.00	43%
BANK SERVICE CHARGE	646.13	666.88	3,978.53	4,198.01	9,937.00	42%
DUES & SUBCRIPTIONS	-	1,416.00	20,136.06	22,622.76	25,060.00	90%
BUILDING SERVICE	1,146.89	1,446.65	12,385.05	10,305.03	24,120.00	43%
OFFICE EQUIPMENT MAINT	1,865.59	3,229.56	9,743.72	18,801.76	18,838.00	100%
PROFESSIONAL	4,916.89	2,294.00	44,110.13	24,559.45	85,832.00	29%
EDUCATION & MEETINGS	4,553.59	-	20,026.02	5,501.48	17,543.00	31%

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE AND EXPENSES

For Seven Months Ending January 31, 2020 and January 31, 2021

	Last Year Current Month Actual 1/31/2020	Current Month Actual 1/31/2021	Last Year YTD Actual 1/31/2020	Current YTD Actual 1/31/2021	Current Budget 2020/21	Actual 1/31/2021 % of budget 2020/21 58%
LEGAL	6,393.17	8,138.75	40,339.46	37,329.67	63,699.00	59%
UTILITIES	3,779.09	2,717.23	31,735.76	29,946.61	54,002.00	56%
ENGINEERING	4,799.50	693.00	11,437.00	3,231.00	34,456.00	9%
INSUR-AUTO, LIABILITY & PROPERTY	3,777.56	6,582.06	26,119.44	32,571.99	66,068.00	49%
INSUR-GROUP HEALTH & LIFE	22,665.56	20,989.69	130,561.14	147,757.70	245,624.00	60%
EMPLOYEE WORKERS COMPENSATION	139.83	119.15	13,378.70	10,404.83	28,305.00	37%
DENTAL	-	604.80	1,020.00	2,291.20	5,172.00	44%
RETIREMENT-CALPERS	9,284.52	9,863.56	65,423.04	65,136.17	131,596.00	50%
RETIREMENT-DEFERRED COMP	1,378.86	1,334.32	10,028.01	10,079.24	18,554.00	54%
RETIREMENT-CALPERS UNFUND ACCR LIAB	-	-	43,911.00	55,457.00	57,365.00	97%
MAINTENANCE-GENERAL PLANT	3,835.44	8,447.68	38,276.93	53,143.75	87,414.00	61%
CAPITAL IMPROVEMENTS	88,022.83	108,269.92	616,159.81	757,889.44	1,299,239.00	58%
PROPERTY TAXES	498.13	414.82	3,295.63	3,711.56	5,894.00	63%
PAYROLL TAXES	7,051.32	7,012.58	41,301.88	42,100.89	74,204.00	57%
TOTAL ADMIN & GENERAL EXP	213,661.40	239,433.34	1,518,024.14	1,651,281.33	2,936,823.00	56%
TOTAL OPERATING EXPENSES	341,712.80	319,534.49	3,111,927.23	3,475,458.30	5,520,685.00	63%
OPERATING INCOME (LOSS)	(98,539.65)	12,899.82	(494,238.68)	(542,303.85)	(963,051.00)	56%
NONOPERATING REVENUES						
INTEREST INCOME	6,897.41	2,634.99	44,150.42	15,590.96	78,280.00	20%
PROPERTY TAX INCOME	82,506.04	86,765.67	434,084.97	457,996.89	830,158.00	55%
RENT INCOME	9,542.03	9,570.96	66,775.73	66,938.86	114,604.00	58%
OIL ROYALTIES	1,026.05	742.05	9,235.55	4,813.41	7,282.00	66%
MISCELLANEOUS INCOME	142.00	285.00	1,136.10	6,898.40	3,441.00	201%
GAIN ON ASSET SOLD	-	-	600.00	-	-	0%
TOTAL NONOPERATING REVENUES	100,113.53	99,998.67	555,982.77	552,238.52	1,033,765.00	53%
NONOPERATING EXPENSES						
INTEREST EXPENSE-D/G LOAN	465.75	352.61	3,366.51	2,229.36	4,098.00	54%
DIRECTORS FEES	900.00	500.00	3,300.00	3,600.00	10,900.00	33%
DIRECTORS EXPENSES	3,871.58	-	7,351.18	725.00	9,128.00	8%
ELECTION	-	-	-	211.13	13,236.00	0%
TOTAL NONOPERATING EXPENSES	5,237.33	852.61	14,017.69	6,765.49	37,362.00	18%
NET NONOPER REVENUES(EXPENSES)	94,876.20	99,146.06	541,965.08	545,473.03	996,403.00	55%
NET INCOME (LOSS) IN NET POSTION	(3,663.45)	112,045.88	47,726.40	3,169.18	33,352.00	10%

WARRANTS

La Habra Heights CWD
AP Check Register (Current by Bank)
Check Dates: Greater than 1/6/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: 13100 - EFT TRANSFERS					13110
1001766929	01/20/21	M	0130	CALPERS	\$4,459.24
1001766930	01/20/21	M	0130	CALPERS	\$743.73
**1001785056	02/17/21	M	0130	CALPERS	\$4,459.24
1001785057	02/17/21	M	0130	CALPERS	\$743.73
BANK 13100 REGISTER TOTAL:					\$10,405.94
BANK ID: 13110 - CHECKING- WELLS FARGO					13110
44254	01/28/21	P	0496	ACCURATE CORROSION CONTROL	\$5,919.20
44255	01/28/21	P	0471	ALEXANDER'S METER READING SOL.	\$673.00
44256	01/28/21	P	ONETIM	AV ENVIRONMENTAL	\$1,000.00
44257	01/28/21	P	0011	BADGER METER, INC.	\$26,104.15
44258	01/28/21	P	0414	BRKICH CONSTRUCTION CORP.	\$165,750.88
44259	01/28/21	P	0013	CANNINGS HARDWARE	\$146.85
44260	01/28/21	P	0014	CENTRAL BASIN MWD	\$3,496.15
44261	01/28/21	P	ONETIM	CHARLIE BENDER	\$183.99
44262	01/28/21	P	0441	CINTAS CORPORATION	\$74.50
44263	01/28/21	P	0145	CIVILTEC ENGINEERING INC.	\$28,107.50
44264	01/28/21	P	0017	CLINICAL LAB OF SB, INC	\$792.75
44265	01/28/21	P	0464	ENVIROKLEEN USA	\$650.00
44266	01/28/21	P	0389	FRONTIER COMMUNICATIONS	\$825.63
44267	01/28/21	P	0124	G.M. SAGER CONSTRUCTION CO.	\$3,347.20
44268	01/28/21	P	0049	GOLDEN METERS SERVICE INC.	\$7,435.00
44269	01/28/21	P	0108	HASCO OIL COMPANY INC.	\$337.30
44270	01/28/21	P	0369	HIGHROAD INFO TECHNOLOGY	\$924.11
44271	01/28/21	P	0252	INFOSEND, INC	\$1,234.34
44272	01/28/21	P	0501	JORDAN KEAR	\$3,060.00
44273	01/28/21	P	0133	KONICA MINOLTA	\$340.25
44274	01/28/21	P	ONETIM	KWANG LEE	\$2,408.78
44275	01/28/21	P	0402	L.G. HOLDINGS, INC.	\$1,000.00
44276	01/28/21	P	0051	LINCOLN FINANCIAL GROUP	\$5,577.23
44277	01/28/21	P	0430	MICHAEL SILANDER	\$7,912.50
44278	01/28/21	P	0503	MICHELLE SAVAGE	\$336.00
44279	01/28/21	P	0479	PACIFIC TRUCK EQUIPMENT, INC.	\$723.80
44280	01/28/21	P	0092	POLLARDWATER.COM-EAST	\$198.17
44281	01/28/21	P	0258	S&J SUPPLY CO., INC.	\$3,649.06
44282	01/28/21	P	0069	SOCALGAS	\$65.84
44283	01/28/21	P	0068	SOUTHERN CALIF EDISON CO.	\$8,638.31
44284	01/28/21	P	0267	STAMPS BY MAIL	\$110.00
44285	01/28/21	P	0486	TAMMY WAGSTAFF	\$122.51
44286	01/28/21	P	0096	THOMSON REUTERS - WEST	\$866.00
44287	01/28/21	P	0386	VERIZON WIRELESS	\$621.66
44288	02/11/21	P	0116	ACWA-JPIA	\$21,308.50
44289	02/11/21	P	0353	ARCO BUSINESS SOLUTIONS	\$1,851.67
44290	02/11/21	P	0480	BABCOCK LABORATORIES, INC.	\$2,700.00
44291	02/11/21	P	0354	BEST LAWNMOWER, INC.	\$294.42
44292	02/11/21	P	0013	CANNINGS HARDWARE	\$184.88
44293	02/11/21	P	0441	CINTAS CORPORATION	\$74.50
44294	02/11/21	P	0487	CITY OF LAKEWOOD	\$226.25
44295	02/11/21	P	0145	CIVILTEC ENGINEERING INC.	\$15,925.00
44296	02/11/21	P	0118	COUNTRY COUSINS FLOWER SHOP	\$140.72
44297	02/11/21	P	0164	EXCEL TELEMESSAGING	\$128.91
44298	02/11/21	P	ONETIM	FRIDAY GROUP	\$883.73
44299	02/11/21	P	0389	FRONTIER COMMUNICATIONS	\$59.23
44300	02/11/21	P	0108	HASCO OIL COMPANY INC.	\$791.23
44301	02/11/21	P	0369	HIGHROAD INFO TECHNOLOGY	\$2,326.85

* 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 1/6/2021

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
44302	02/11/21	P	0372	KERR CONSULTING	\$1,195.00
44303	02/11/21	P	0051	LINCOLN FINANCIAL GROUP	\$2,978.54
44304	02/11/21	P	0120	MICHAEL GUALTIERI	\$27.00
44305	02/11/21	P	ONETIM	MICHAEL PORTER	\$87.51
44306	02/11/21	P	0174	MICHELLE PEREZ	\$146.40
44307	02/11/21	P	0231	O'REILLY AUTO PARTS	\$41.91
44308	02/11/21	P	0111	OFFICE DEPOT CREDIT PLAN	\$700.91
44309	02/11/21	P	0105	PDQ RENTALS	\$418.00
44310	02/11/21	P	0092	POLLARDWATER.COM-EAST	\$373.66
44311	02/11/21	P	0363	RWS OF SOUTHERN CALIFORNIA	\$667.74
44312	02/11/21	P	0258	S&J SUPPLY CO., INC.	\$3,496.88
44313	02/11/21	P	0415	SAMUEL MUNOZ	\$2,575.00
44314	02/11/21	P	0147	SAN GABRIEL VALLEY WATER CO.	\$47.86
44315	02/11/21	P	0068	SOUTHERN CALIF EDISON CO.	\$35,602.84
44316	02/11/21	P	0243	TAMMY WAGSTAFF	\$122.40
44317	02/11/21	P	0432	TIME WARNER CABLE(SPECTRUM)	\$550.00
44318	02/11/21	P	0427	TPX COMMUNICATIONS	\$531.89
44319	02/11/21	P	0078	UNDERGROUND SERVICE ALERT	\$153.55
44320	02/11/21	P	0268	UNIVAR USA, INC	\$1,349.65
44321	02/11/21	P	0386	VERIZON WIRELESS	\$937.41
44322	02/11/21	P	0016	WATER REPLENISHMENT DISTRICT	\$88,490.30
44323	02/11/21	P	0082	WESTERN WATER WORKS SUPPLY CO.	\$16,348.46
44324	02/12/21	P	0153	HOME DEPOT CR SERVICES	\$132.26
44325	02/12/21	P	0082	WESTERN WATER WORKS SUPPLY CO.	\$61,749.39
BANK 13110 REGISTER TOTAL:					\$548,253.11
GRAND TOTAL :					\$558,659.05

* 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 11, 2020

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 2020**
Invoice Backup Support - Billing Period through December 31, 2020

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 LHHCWd management. Following is an explanation of time spent to back up the **December 2020** invoicing. The numbering system is the **Civiltec** project number and tracking system.

2020162.00 – General Engineering Support. 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 2020-21.

1. General Engineering Support FY 20-21. There were expenditures totaling \$580.00 in the month of December 2020. The remaining budget is \$8,045.00. David and Terry reviewed and commented on the meter testing reports for Wells 10 and 11 to assist with the ongoing meter testing program.

2020135.00 – Greenview Pipeline and PRV Station. The District plans to relocate the PRV Station on Greenview to a new, more accessible location and build a new pipeline extension on Greenview to complete a piping loop. The PRV station details have been produced as well as the pipeline plan. The current 75% complete plans were issued to LHHCWd this month for review. The overall engineering and construction support budget for the project is \$45,500.00. There were expenditures of \$230.00 in the month of December 2020. The remaining budget is \$23,034.47.

2020168.00 – Plant No. 1 Air Valve Replacement. The District plans to improve the startup and shutdown sequencing of the three pumps at Plant No. 1. The soft starters have already been replaced and adjusted. **Civiltec** has developed methods to replacement the air valves vs installing



new by-pass valving to keep pressures below 300 psi between the pump and pump control valve. The District has recorded pressure fluctuations to assist in the design concepts. We are also looking at rehabilitation options for the wet well. The overall engineering and construction support budget for the project is \$20,000.00. There were no expenditures in the month of December 2020. The remaining budget is \$10,065.00.

2020169.00 – La Mirada Conduit Leak Repair. The District plans to install a liner in the existing 42-inch pipeline between the old Well No. 3 site on the west side of the 605 Freeway across the Freeway to the existing manhole on the east side of the Freeway. A new 24-inch isolation valve has been installed easterly of the manhole to keep Wells 10 and 11 operational during the lining installation process. *Civiltec* has prepared and issued preliminary plans to three contractors for the bidding process. The Caltrans permit application and signed construction drawings were issued to Caltrans for review and approval. Bids from the three contractors were received and analyzed. Material orders were prepared and issue to supply houses for quotes. Material orders were reviewed, and final adjustments made. The overall engineering and construction support budget for the project is \$55,000.00. The original scope of work has changed significantly, and the original budget has been exceeded. There were expenditures of \$27,297.50 in the month of December 2020 primarily due to the production of plans for bidding, bringing the total expenditures to date to \$67,975.50.

The new budget for the project is proposed to be \$85,000.00 to finish the final design and assist with Construction Management. It is anticipated that construction staking will be required, inspection during the HDPE pipe installation will be required, review of submittals, assistance to prepare the Brkich agreement will be required, addressing RFIs from the field, field meetings will be held, coordination with Caltrans and as-built drawings will be prepared. With the new budget, the remaining budget is \$17,024.50. It is anticipated the construction phase may last until mid-April 2021.

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 blue ink, appearing to read 'W. David Byrum'.

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

Michael Silander

Attorney at Law

1780 O'Leary Court

Newbury Park, CA 91320

INVOICE

DATE: JANUARY 1, 2021

TO:

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

PLEASE REMIT PAYMENT TO TEMPORARY ADDRESS:

Michael Silander
1780 O'Leary Court
Newbury Park, CA 91320

SPECIFICATIONS:

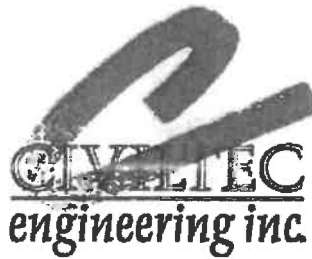
LHH/TOTAL:

Invoice for legal services rendered in December, 2020

Terms: \$125.00/hour. 30 days.

DESCRIPTION	HOURS	AMOUNT
TRANSACTIONAL 1	43.6	\$5,450.00
TRANSACTIONAL 2	9.7	\$1,212.50
RETAINER		\$1,250.00 (FLAT FEE)
		TOTAL: \$7,912.50

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



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

February 3, 2020

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 **January 2021**
Invoice Backup Support - Billing Period through January 31, 2021

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 **January 2021** invoicing. The numbering system is the **Civiltec** project number and tracking system.

2020162.00 – General Engineering Support. 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 2020-21.

1. **General Engineering Support FY 20-21.** There were expenditures totaling \$2,640.00 in the month of January 2021. The remaining budget is \$5,405.00. David work with Jordan Kear of Kear Groundwater in the production of KG reports on well sitings in the Judson Well Field and around the La Mirada Reservoir site. We also collaborated on the PFAS/PFOA technical memo issued by KG. Those memos have been issued to the District.

2020135.00 – Greenview Pipeline and PRV Station. The District plans to relocate the PRV Station on Greenview to a new, more accessible location and build a new pipeline extension on Greenview to complete a piping loop. The PRV station details have been produced as well as the pipeline plan. The current 75% complete plans were issued to LHCWD in December 2020 for review. The overall engineering and construction support budget for the project is \$45,500.00. There were no expenditures in the month of January 2021. The remaining budget is \$23,034.47.

2020168.00 – Plant No. 1 Air Valve Replacement. The District plans to improve the startup and shutdown sequencing of the three pumps at Plant No. 1. The soft starters have already been

La Habra Heights County Water District
Mr. Michael Gualtieri, General Manager
Engineering Activity Report for January 2021
February 3, 2021
Page 2



replaced and adjusted. *Civiltec* has not been involved in this effort since the fall of 2020. The overall engineering and construction support budget for the project is \$20,000.00. There were no expenditures in the month of January 2021. The remaining budget is \$10,065.00.

2020169.00 – La Mirada Conduit Leak Repair. The District is moving forward with the installation of a 24-inch HDPE liner in the existing 42-inch pipeline between the old Well No. 3 site on the west side of the 605 Freeway across the Freeway to the existing 24-inch valve on the east side of the Freeway. The overall engineering and construction support budget for the project is \$85,000.00. There were expenditures of \$13,285.00 in the month of January 2021 bringing the total expenditures to date to \$81,260.50.

This month we worked with Michael Silander on the Brkich Agreement and provided a new Exhibit A for the agreement, met with the Team and the Church Pastor at the Church site, secured the Caltrans double permit for Brkich Construction, prepared the Brkich Notice to Proceed, provided a topographic survey to obtain final pipe alignments and elevations of critical junctures, produced a new profile of the pipeline to ensure the vertical alignment on each side of the Freeway could be achieved as planned, and worked with Brkich Construction on mobilizing to the site and taking inventory of materials delivered to the site.

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

REPORT OF SUPERINTENDENT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: 02/17/2021

TO: MIKE GUALTIERI, BOARD OF DIRECTORS

FROM: JOE MATTHEWS, SUPERINTENDENT

SUBJECT: SUPERINTENDENT'S REPORT FOR JANUARY 2021

The District's field crew replaced the chlorine pump skid piping. This completed the rebuilding of the entire chlorine skid. D & H Water completed the re-wire of our new chlorine pumps to factory standards.

We replaced an 8" mainline valve and a 2" air vent at 443 Reposado during an emergency leak repair shutdown. We also replaced a leaking 1 1/2" corp stop at 443 Reposado and replaced two partial 1" service lines located at 1717 and 1735 El Travesia. In addition, we repaired a 1" service leak at 1847 Descanso. Lastly, repaired was a 2" service leak located at 1845 Mayapan.

Triennial Cla-val maintenance was performed on Snooks Reservoir and Reservoir 5A. An annual Cla-val maintenance was performed at Plant 1.

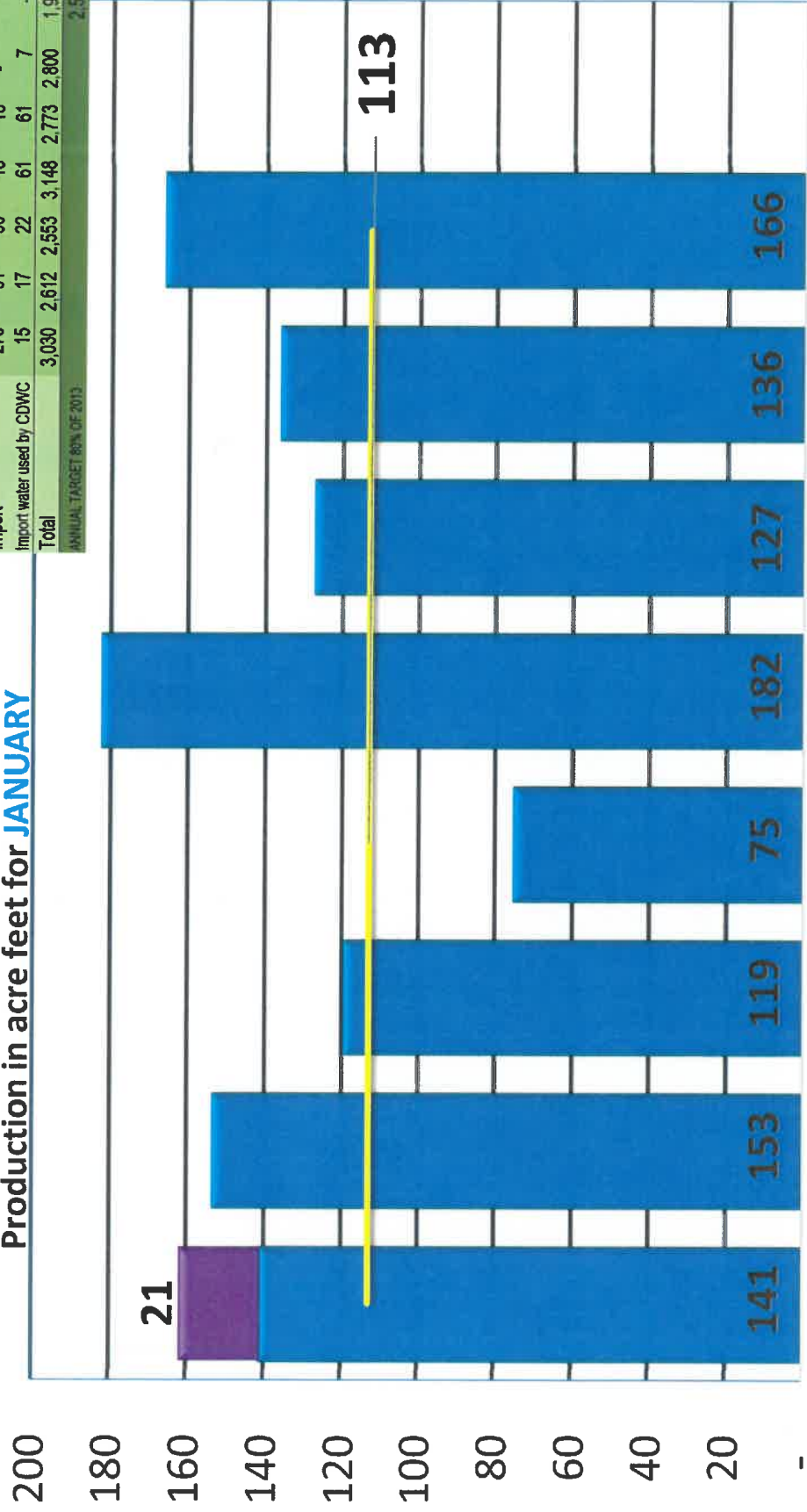
GJR Electric performed annual electrical maintenance at Plant 1.

Accurate Corrosion Control replaced the reservoir rectifier at the La Mirada Tank.

LA HABRA HEIGHTS COUNTY WATER DISTRICT

Production in acre feet for **JANUARY**

ANNUAL WATER USAGE											
Water Source	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/21 THRU JAN				
Groundwater	2,739	2,504	2,441	3,069	2,694	2,793	1,883				
Import	276	91	90	18	18	-	51				
Import water used by CDWC	15	17	22	61	61	7	-				
Total	3,030	2,612	2,553	3,148	2,773	2,800	1,934				
ANNUAL TARGET 80% OF 2013											
							2,596				



2013 14/15 15/16 16/17 17/18 18/19 19/20 20/21

- Import
- Import water used by California Domestic Water Company from District's Central Basin Municipal Water District connection
- Groundwater
- 80% of 2013 Month Target

DISTRICT ACTIVITIES

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: FEBRUARY 19, 2021
TO: BOARD OF DIRECTORS
FROM: MICHAEL GUALTIERI, SECRETARY/ GENERAL MANAGER
SUBJECT: DISTRICT ACTIVITIES

La Mirada Conduit

Brkich Construction installed all piping. They will tie-in the east side at the Regal Apartments either today, February 19, 2021 or Monday, February 22, 2021. The west side is complete. They still need to re-install the fencing and complete cleanup behind the mobile home. Next week they will complete pressure test, disinfection, and water testing.

PFAS

On February 18, 2021, I had a meeting with Orchard Dale Water District (ODWD), Civiltec Engineering and Kear Groundwater to discuss options for well sites and treatment plants. At this meeting Ed with ODWD suggested we have Civiltec Engineering provide a cost analysis on all options discussed. This will take two to three months to complete. Once finished, we will meet again, and I'll bring back to the board for discussion.