

**LA HABRA HEIGHTS COUNTY
WATER DISTRICT**

BOARD MEETING

AUGUST 22, 2023

**AGENDA FOR REGULAR MEETING
BOARD OF DIRECTORS
LA HABRA HEIGHTS COUNTY WATER DISTRICT
August 22, 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 July 25, 2023 (approve)
 - b. Financial Reports – July 2023 (approve)
- 6. Approval of warrants and authorize signatures per warrant list**
- 7. Report of Superintendent**
- 8. Report and recommendations of General Manager:**
 - a. Discussion and Action – Bid Specifications for New Well #12
- 9. 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
JULY 25, 2023

A regular meeting of the Board of Directors of La Habra Heights County Water District was held on July 25, 2023, at 4:03 p.m., at the office of the District, located at 1271 North Hacienda Road, La Habra Heights.

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

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

ABSENT: None

Item 2. Staff members and others present. Staff: Michael Gualtieri, Secretary/General Manager, Tammy Wagstaff, Treasurer, Joe Matthews, Superintendent, and Ivan Ramirez, Utility Worker III. Others present: Michael Silander, Attorney at Law, David Byrum, Civiltec Engineering, Jordan Kear, Kear Groundwater, Ron Wilson, and Leticia Vasquez-Wilson, Central Basin.

Item 3. Public Communications –

Leticia Vasquez-Wilson discussed Central Basin issues and requested to have documents they submit to be placed into the minutes.

Ron Wilson discussed Central Basin issues.

Item 4. Directors Report – Individual, Subcommittees and/or Attended Events. - None

Item 5.a & c. Minutes of Regular meeting for July 25, 2023, and Status of Investments for June 2023. After discussion, there was a motion by Director McVicar and seconded by Director Baroldi to approve the minutes and status of investments. The vote was as follows:

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

NOES: None

ABSENT: None

Item 5. b. Financial Reports – June 2023. After discussion, there was a motion by Director McVicar and seconded by Director Crabb to approve the financial reports. The vote was as follows:

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

NOES: None

ABSENT: None

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 Baroldi that the warrant numbers 46160 through 46223 in the amount of \$288,560.34 and EFT transfers in the amount of \$13,379.52 be approved and signatures be authorized. The vote was as follows:

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

NOES: None

ABSENT: None

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

Item 8.a. Presentation, Discussion, and Action – New Well #12. After a presentation by Jordan Kear and David Byrum and discussion there was a motion by Director Cooke and seconded by Director Perumean to proceed with specifications on the drilling project. The vote was as follows:

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

NOES: None

ABSENT: None

(Director Perumean left the meeting at 6:30 p.m.)

Item 8.b. Discuss and Approve – Miscellaneous Fee. After discussion, there was a motion by Director Baroldi and seconded by Director McVicar to approve miscellaneous fees with changes to delinquent charges, return payment charges and door tag fees.

AYES: Directors Baroldi, Cooke, Crabb, and McVicar

NOES: None

ABSENT: Director Perumean

Item 8.c. Discuss and Action Assistant General Manager and Assistant Superintendent. After discussion, no action was taken on this item.

Item 7. Report of Superintendent. The Superintendent informed that the asphalt around the office and yard needs repair. Regan Paving was contracted to remove and replace asphalt and apply topcoats of asphalt seal to our parking lot and yard. An old, covered wooded storage area built behind the shop has started to fall. Key items were moved to prepare for removal of the damaged storage area. After asphalt repairs are complete, we will install a storage shed in the yard to make up for the lost storage in the shop. The trailer in the yard has signs of leakage from the rain. We are in the process of receiving quotes from contractors to assess the damage and make repairs.

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 6:57 p.m. The vote was as follows:

AYES: Directors Baroldi, Cooke, Crabb, and McVicar

NOES: None

ABSENT: Director Perumean

Dated: August 22, 2023

Brad Cooke, President

(SEAL)

Michael Gualtieri, Secretary

FINANCIAL REPORT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF NET POSITION

July 31, 2022 and July 31, 2023

	2022	2023
<u>ASSETS:</u>		
<u>Current Assets:</u>		
CASH-PETTY	300.00	300.00
CASH-CHECKING	1,696,469.94	1,200,108.31
INVESTMENT-LAIF	3,564,434.63	4,971,953.22
ACCOUNTS RECEIVABLE-WATER	466,618.15	457,249.24
ACCOUNTS RECEIVABLE-OTHER	281,212.62	314,795.56
TAXES RECEIVABLE	-	-
LEASE RECEIVABLE	-	127,183.86
ACCRUED INTEREST RECEIVABLE	2,591.00	13,821.00
INVENTORY	187,329.77	186,674.71
PREPAID EXPENSES	58,949.01	69,498.17
Total Current Assets	6,257,905.12	7,341,584.07
<u>Noncurrent Assets:</u>		
Capital Assets:		
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	1,637,877.77
TRANSMISSION & DISTRIBUTION	26,356,058.47	26,531,206.99
GENERAL PLANT	1,753,274.51	1,648,500.03
CONSTRUCTION IN PROGRESS	67,163.03	117,728.50
Total Capital Assets	34,214,687.83	34,379,627.34
Accumulated Depreciation	(18,973,102.01)	(19,211,818.28)
Net Capital Assets	15,241,585.82	15,167,809.06
Other Noncurrent Assets:		
CONSTRUCTION ADVANCE RECEIVABLE	19,677.43	9,960.19
INVESTMENTS-CAL DOMESTIC WATER CO	591.00	591.00
LEASE RECEIVABLE	2,539,682.17	2,289,956.25
Total Other Noncurrent Assets	2,559,950.60	2,300,507.44
Total Assets	24,059,441.54	24,809,900.57
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from pension plan	172,529.00	172,529.00
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from OPEB	259,764.00	214,559.00
Total Deferred Outflows of Resources	432,293.00	387,088.00

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF NET POSITION

July 31, 2022 and July 31, 2023

	2022	2023
LIABILITIES		
<u>Current Liabilities:</u>		
ACCOUNTS PAYABLE	442,296.68	481,890.31
CURR PORTION-LONG TERM DEBT	59,938.00	61,359.75
ACCRUED INTEREST-CONTRACT PAYABLE-D/G	241.91	122.45
DEPOSITS-CUSTOMERS	3,000.00	1,167.50
DEPOSITS-CONSTRUCTION	-	4,500.00
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	125,862.00
Total Current Liabilities	2,487,909.93	1,870,793.34
<u>Long-term Liabilities, net of current portion:</u>		
LOAN PAYABLE-STATE OF CALIF	61,359.75	-
Total Long-term Liabilities	61,359.75	-
Total Liabilities	2,549,269.68	1,870,793.34
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from pension plan	140,358.00	140,358.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from OPEB	385,809.00	1,014,037.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from Leases	2,528,932.33	2,407,071.85
Total Deferred Inflows of Resources	3,055,099.33	3,561,466.85
<u>Net Position:</u>		
INVESTED IN CAPITAL ASSETS, NET RELATED DEBT	15,120,288.07	15,106,449.31
UNRESTRICTED	3,747,400.03	4,648,318.88
RESTRICTED	19,677.43	9,960.19
Total Net Position	18,887,365.53	19,764,728.38

LA HABRA HEIGHTS COUNTY WATER DISTRICT
STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
For One Month Ending July 31, 2022 and July 31, 2023

	Last Year Current Month Actual 7/31/2022	Current Month Actual 7/31/2023	Last Year YTD Actual 7/31/2022	Current YTD Actual 7/31/2023	Current Budget 2023/24	Actual 7/31/2023 % of budget 2023/24 8%
Operating Revenue:	482,066.00	483,257.71	482,066.00	483,257.71	5,766,549.00	8%
Operating Expenses:						
Source of Supply	178,932.94	182,354.58	178,932.94	182,354.58	2,314,176.00	8%
Pumping	2,985.61	1,918.63	2,985.61	1,918.63	134,429.00	1%
Treatment	2,520.04	4,427.44	2,520.04	4,427.44	53,005.00	8%
Transmission & Distribution	32,645.79	101,860.02	32,645.79	101,860.02	693,989.00	15%
Customer Accounts	4,249.63	5,210.69	4,249.63	5,210.69	197,293.00	3%
Administrative and General	196,422.99	177,747.14	196,422.99	177,747.14	1,700,718.00	11%
Capital Improvements	129,275.08	126,340.58	129,275.08	126,340.58	1,502,147.00	8%
Other	6,785.15	7,484.87	6,785.15	7,484.87	99,880.00	8%
TOTAL OPERATING EXPENSES	553,817.23	607,343.95	553,817.23	607,343.95	6,695,637.00	9%
OPERATING INCOME (LOSS)	(71,751.23)	(124,086.24)	(71,751.23)	(124,086.24)	(929,088.00)	13%
Non-Operating Revenues	16,782.94	26,654.63	16,782.94	26,654.63	1,114,773.00	2%
Non-Operating Expenses	241.91	122.45	241.91	122.45	15,072.00	1%
NET NON-OPERATING REVENUES (EXPENSES)	16,541.03	26,532.18	16,541.03	26,532.18	1,099,701.00	2%
NET INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS	(55,210.20)	(97,554.06)	(55,210.20)	(97,554.06)	170,613.00	-57%
SYSTEM BUY IN FEE			-	-		
CAPITAL CONTRIBUTIONS			-	-		
NET INCOME (LOSS) IN NET POSITION			(55,210.20)	(97,554.06)		
NET POSITION-BEGINNING OF YEAR			18,942,575.73	19,862,282.44		
NET POSITION-END OF PERIOD			18,887,365.53	19,764,728.38		

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE AND EXPENSES

For One Month Ending July 31, 2022 and July 31, 2023

	Last Year Current Month Actual 7/31/2022	Current Month Actual 7/31/2023	Last Year YTD Actual 7/31/2022	Current YTD Actual 7/31/2023	Current Budget 2023/24	Actual 7/31/2023 % of budget 2023/24 8%
OPERATING REVENUES						
SALES-WATER	290,913.71	278,454.38	290,913.71	278,454.38	3,298,111.00	8%
SALES-READINESS TO SERVE	188,085.23	202,169.76	188,085.23	202,169.76	2,407,603.00	8%
SALES-MISCELLANEOUS	3,067.06	2,633.57	3,067.06	2,633.57	30,838.00	9%
LEASE-WATER RIGHTS	-	-	-	-	29,997.00	0%
TOTAL OPERATING REVENUES	482,066.00	483,257.71	482,066.00	483,257.71	5,766,549.00	8%
OPERATING EXPENSES						
PURCHASED WATER	4,122.17	3,964.35	4,122.17	3,964.35	263,615.00	2%
GROUND WATER REPLENISHMENT ASSMT	117,006.18	121,824.00	117,006.18	121,824.00	1,175,437.00	10%
POWER	57,804.59	56,566.23	57,804.59	56,566.23	875,124.00	7%
TOTAL SOURCE OF SUPPLY	178,932.94	182,354.58	178,932.94	182,354.58	2,314,176.00	8%
LABOR-PUMPING	2,139.09	1,870.39	2,139.09	1,870.39	79,385.00	2%
MAINTENANCE-PUMPING	846.52	48.24	846.52	48.24	55,044.00	0%
TOTAL PUMPING	2,985.61	1,918.63	2,985.61	1,918.63	134,429.00	1%
MAINT & LABOR-TREATMENT	2,520.04	4,427.44	2,520.04	4,427.44	53,005.00	8%
TOTAL TREATMENT	2,520.04	4,427.44	2,520.04	4,427.44	53,005.00	8%
LABOR-TRANS & DISTRIBUTION	9,159.01	12,375.04	9,159.01	12,375.04	283,716.00	4%
MAINT-TRANS & DISTRIBUTION	9,484.28	59,928.06	9,484.28	59,928.06	190,224.00	32%
JOINT FACILITIES-WELL,LM CONDUIT&RES	33,285.72	45,070.58	33,285.72	45,070.58	441,193.00	10%
ORCHARD DALE PORTION	(19,283.22)	(15,513.66)	(19,283.22)	(15,513.66)	(221,144.00)	7%
TOTAL TRANSMISSION&DISTRIBUTION	32,645.79	101,860.02	32,645.79	101,860.02	693,989.00	15%
LABOR&MAINT-CUSTOMER ACCOUNTS	4,249.63	5,210.69	4,249.63	5,210.69	193,804.00	3%
UNCOLLECTIBLE ACCOUNTS	-	-	-	-	3,489.00	0%
TOTAL CUSTOMER ACCOUNTS	4,249.63	5,210.69	4,249.63	5,210.69	197,293.00	3%
TOTAL OTHER OPERATING EXPENSES	42,401.07	113,416.78	42,401.07	113,416.78	1,078,716.00	11%
TOTAL SOURCE OF SUPPLY & OPERATING EXPENSES	221,334.01	295,771.36	221,334.01	295,771.36	3,392,892.00	9%
ADMINISTRATIVE & GENERAL EXPENSES						
LABOR-FIELD-SICK,VAC,HOLIDAY	5,100.77	4,880.03	5,100.77	4,880.03	84,217.00	6%
WAGES-MANAGEMENT	4,126.59	5,799.26	4,126.59	5,799.26	169,614.00	3%
WAGES-OFFICE	12,089.40	11,010.67	12,089.40	11,010.67	280,506.00	4%
WAGES-MGMT&OFFICE-SICK,VAC,HOLIDAY	5,496.56	4,382.28	5,496.56	4,382.28	97,726.00	5%
OFFICE SUPPLIES	985.86	1,163.94	985.86	1,163.94	31,216.00	4%
AUTO SERVICE	4,435.02	3,633.00	4,435.02	3,633.00	48,559.00	8%
BANK SERVICE CHARGE	-	26.70	-	26.70	10,642.00	0%
DUES & SUBSCRIPTIONS	4,476.08	3,211.98	4,476.08	3,211.98	32,141.00	10%
BUILDING SERVICE	4,204.71	4,514.05	4,204.71	4,514.05	23,594.00	19%
OFFICE EQUIPMENT MAINT	1,984.28	4,820.41	1,984.28	4,820.41	35,217.00	14%
PROFESSIONAL SERVICES	5,899.00	8,484.90	5,899.00	8,484.90	68,059.00	13%
EDUCATION & MEETINGS	1,059.75	3,670.14	1,059.75	3,670.14	16,608.00	22%

LA HABRA HEIGHTS COUNTY WATER DISTRICT

STATEMENTS OF REVENUE AND EXPENSES

For One Month Ending July 31, 2022 and July 31, 2023

	Last Year Current Month Actual 7/31/2022	Current Month Actual 7/31/2023	Last Year YTD Actual 7/31/2022	Current YTD Actual 7/31/2023	Current Budget 2023/24	Actual 7/31/2023 % of budget 2023/24 8%
LEGAL	3,262.50	5,212.50	3,262.50	5,212.50	42,390.00	12%
UTILITIES	5,063.56	3,153.81	5,063.56	3,153.81	45,433.00	7%
ENGINEERING	4,775.00	504.00	4,775.00	504.00	33,819.00	2%
INSUR-AUTO, LIABILITY & PROPERTY	7,292.88	7,017.21	7,292.88	7,017.21	76,646.00	9%
INSUR-GROUP HEALTH & LIFE	19,260.24	15,223.23	19,260.24	15,223.23	214,571.00	7%
EMPLOYEE WORKERS COMPENSATION	338.12	156.72	338.12	156.72	34,153.00	1%
DENTAL	251.20	1,796.00	251.20	1,796.00	4,766.00	38%
RETIREMENT-CALPERS	8,180.63	3,361.77	8,180.63	3,361.77	174,435.00	2%
RETIREMENT-DEFERRED COMP	1,568.46	1,637.01	1,568.46	1,637.01	23,551.00	7%
RETIREMENT-CALPERS UNFUND ACCR LIAB	89,261.00	80,813.00	89,261.00	80,813.00	83,515.00	97%
MAINTENANCE-GENERAL PLANT	7,311.38	3,274.53	7,311.38	3,274.53	69,340.00	5%
CAPITAL IMPROVEMENTS	129,275.08	126,340.58	129,275.08	126,340.58	1,502,147.00	8%
PROPERTY TAXES	443.06	444.07	443.06	444.07	6,236.00	7%
PAYROLL TAXES	6,342.09	7,040.80	6,342.09	7,040.80	93,644.00	8%
TOTAL ADMIN & GENERAL EXP	<u>332,483.22</u>	<u>311,572.59</u>	<u>332,483.22</u>	<u>311,572.59</u>	<u>3,302,745.00</u>	9%
TOTAL OPERATING EXPENSES	<u>553,817.23</u>	<u>607,343.95</u>	<u>553,817.23</u>	<u>607,343.95</u>	<u>6,695,637.00</u>	9%
OPERATING INCOME (LOSS)	<u>(71,751.23)</u>	<u>(124,086.24)</u>	<u>(71,751.23)</u>	<u>(124,086.24)</u>	<u>(929,088.00)</u>	13%
NONOPERATING REVENUES						
INTEREST INCOME	2,591.00	13,821.00	2,591.00	13,821.00	43,206.00	32%
PROPERTY TAX INCOME	-	-	-	-	916,445.00	0%
RENT INCOME	11,341.19	11,303.32	11,341.19	11,303.32	136,673.00	8%
OIL ROYALTIES	1,995.75	980.31	1,995.75	980.31	12,635.00	8%
MISCELLANEOUS INCOME	855.00	550.00	855.00	550.00	5,814.00	10%
GAIN ON ASSET SOLD	-	-	-	-	-	0%
TOTAL NONOPERATING REVENUES	<u>16,782.94</u>	<u>26,654.63</u>	<u>16,782.94</u>	<u>26,654.63</u>	<u>1,114,773.00</u>	2%
NONOPERATING EXPENSES						
INTEREST EXPENSE-D/G LOAN	241.91	122.45	241.91	122.45	609.00	20%
LOSS ON INVESTMENT	-	-	-	-	-	0%
DIRECTORS FEES	-	-	-	-	9,900.00	0%
DIRECTORS EXPENSES	-	-	-	-	4,563.00	0%
ELECTION	-	-	-	-	-	0%
TOTAL NONOPERATING EXPENSES	<u>241.91</u>	<u>122.45</u>	<u>241.91</u>	<u>122.45</u>	<u>15,072.00</u>	1%
NET NONOPER REVENUES(EXPENSES)	<u>16,541.03</u>	<u>26,532.18</u>	<u>16,541.03</u>	<u>26,532.18</u>	<u>1,099,701.00</u>	2%
NET INCOME (LOSS) IN NET POSTION	<u>(55,210.20)</u>	<u>(97,554.06)</u>	<u>(55,210.20)</u>	<u>(97,554.06)</u>	<u>170,613.00</u>	-57%

WARRANTS

La Habra Heights CWD
AP Check Register (Current by Bank)
Check Dates: Greater than 7/6/2023

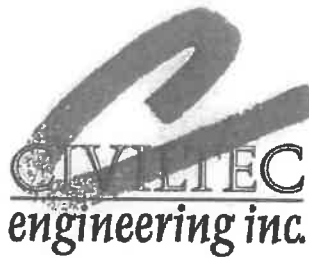
Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: 13100 - EFT TRANSFERS					13110
1002414289	07/31/23	M	0130	CALPERS	\$5,667.38
1002414290	07/19/23	M	0130	CALPERS	\$1,085.88
**1002420791	07/27/23	M	0130	CALPERS	\$80,813.00
**1002424780	08/02/23	M	0130	CALPERS	\$5,667.38
1002424781	08/02/23	M	0130	CALPERS	\$1,318.69
BANK 13100 REGISTER TOTAL:					\$94,552.33
BANK ID: 13110 - CHECKING- WELLS FARGO					13110
46224	08/01/23	P	0385	ADMIRAL PEST CONTROL	\$295.00
46225	08/01/23	P	0414	BRKICH CONSTRUCTION CORP	\$13,458.45
46226	08/01/23	P	0013	CANNINGS HARDWARE	\$36.21
46227	08/01/23	P	0014	CENTRAL BASIN MWD	\$3,983.34
46228	08/01/23	P	0441	CINTAS CORPORATION	\$84.24
46229	08/01/23	P	0145	CIVILTEC ENGINEERING INC	\$13,932.50
46230	08/01/23	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$1,600.00
46231	08/01/23	P	0062	ENERGY CONTROL HVAC	\$166.00
46232	08/01/23	P	0099	GRAINGER INC	\$204.60
46233	08/01/23	P	0369	HIGHROAD INFO TECHNOLOGY	\$5,243.15
46234	08/01/23	P	0252	INFOSEND, INC	\$1,449.82
46235	08/01/23	P	ONETIM	ISABEL GARCIA	\$2,185.66
46235	08/02/23	V	8/2/23	ONETIM	(\$2,185.66)
46236	08/01/23	P	ONETIM	JOE KOMAROMI	\$227.58
46237	08/01/23	P	0001	LESLIE J. CONTRERAS	\$92.80
46238	08/01/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,249.46
46239	08/01/23	P	0120	MICHAEL GUALTIERI	\$153.02
46240	08/01/23	P	0363	RWS OF SOUTHERN CALIFORNIA	\$702.29
46241	08/01/23	P	0415	SAMUEL MUNOZ	\$1,400.00
46242	08/01/23	P	0481	SJM INDUSTRIAL RADIO	\$668.22
46243	08/01/23	P	0068	SOUTHERN CALIF EDISON CO	\$73,765.61
46244	08/01/23	P	0267	STAMPS BY MAIL	\$132.00
46245	08/01/23	P	0243	TAMMY WAGSTAFF	\$447.20
46245	08/02/23	V	8/2/23	TAMMY WAGSTAFF	(\$447.20)
46246	08/01/23	P	0078	UNDERGROUND SERVICE ALERT	\$847.44
46247	08/01/23	P	0268	UNIVAR USA, INC	\$1,958.62
46248	08/01/23	P	0386	VERIZON WIRELESS	\$972.01
46249	08/01/23	P	0012	VULCAN MATERIALS COMPANY	\$1,071.40
46250	08/02/23	P	0243	TAMMY WAGSTAFF	\$208.00
46251	08/15/23	P	0068	SOUTHERN CALIF EDISON CO	\$41,850.08
46251	08/15/23	V	8/15/23	SOUTHERN CALIF EDISON CO	(\$41,850.08)
46252	08/15/23	P	0068	SOUTHERN CALIF EDISON CO	\$26,202.60
46253	08/15/23	P	0005	ACWA	\$1,630.00
46254	08/15/23	P	0116	ACWA-JPIA	\$15,563.44
46255	08/15/23	P	0385	ADMIRAL PEST CONTROL	\$85.00
46256	08/15/23	P	0543	ADYEN BRISENO	\$54.12
46257	08/15/23	P	0353	ARCO BUSINESS SOLUTIONS	\$3,113.88
46258	08/15/23	P	0013	CANNINGS HARDWARE	\$182.39
46259	08/15/23	P	0432	CHARTER COMMUNICATIONS	\$550.00
46260	08/15/23	P	0441	CINTAS CORPORATION	\$84.24
46261	08/15/23	P	0017	CLINICAL LAB OF SB, INC	\$816.25
46262	08/15/23	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$26.70
46263	08/15/23	P	0442	DAVID DOWELL	\$7,000.00
46264	08/15/23	P	0540	DUTHIE POWER SERVICES	\$4,802.35
46265	08/15/23	P	0464	ENVIROKLEEN USA	\$650.00
46266	08/15/23	P	0164	EXCEL TELEMESSAGING	\$176.27
46267	08/15/23	P	0389	FRONTIER COMMUNICATIONS	\$880.37

* 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 7/6/2023

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
46268	08/15/23	P	0369	HIGHROAD INFO TECHNOLOGY	\$108.55
46269	08/15/23	P	0153	HOME DEPOT CR SERVICES	\$50.26
46270	08/15/23	P	0033	J A SALAZAR CONSTRUCTION	\$38,605.00
46271	08/15/23	P	0205	JOE MATTHEWS	\$200.00
46272	08/15/23	P	0133	KONICA MINOLTA	\$386.28
46273	08/15/23	P	0483	LAVCO DAVE'S BRAKE ALIGNMENT	\$69.17
46274	08/15/23	P	0001	LESLIE J. CONTRERAS	\$46.40
46275	08/15/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,355.08
46276	08/15/23	P	0120	MICHAEL GUALTIERI	\$1,097.20
46277	08/15/23	P	0430	MICHAEL SILANDER	\$4,725.00
46278	08/15/23	P	0174	MICHELLE PEREZ	\$162.40
46279	08/15/23	P	0231	O'REILLY AUTO PARTS	\$14.96
46280	08/15/23	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$202.90
46281	08/15/23	P	0363	RWS OF SOUTHERN CALIFORNIA	\$2,044.49
46282	08/15/23	P	0258	S&J SUPPLY CO, INC	\$734.50
46283	08/15/23	P	0470	SALINAS TIRES & WHEELS	\$192.13
46284	08/15/23	P	0147	SAN GABRIEL VALLEY WATER CO	\$54.00
46285	08/15/23	P	0068	SOUTHERN CALIF EDISON CO	\$15,647.48
46286	08/15/23	P	0243	TAMMY WAGSTAFF	\$649.00
46287	08/15/23	P	0427	TPX COMMUNICATIONS	\$212.52
46288	08/15/23	P	0268	UNIVAR USA, INC	\$1,958.62
46289	08/15/23	P	0012	VULCAN MATERIALS COMPANY	\$3,439.59
46290	08/15/23	P	0016	WATER REPLENISHMENT DISTRICT	\$82,532.91
46291	08/16/23	P	0267	STAMPS BY MAIL	\$66.00
BANK 13110 REGISTER TOTAL:					\$344,273.81
GRAND TOTAL :					\$438,826.14

* 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

July 14, 2023

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 June 2023
Invoice Backup Support - Billing Period through June 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 **June 2023** invoicing. The numbering system is the **Civiltec** project number and tracking system.

2022153.00 – 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 2022-23.

David and Gretel worked with Mike and Joe on fireflow questions. A total of 9.75 hours were spent with a total expense of \$2,341.25. David and Gretel worked on the field fireflow test vs a comparable computer model simulation for 1700 Kanola. David prepared a memo regarding fireflow code and implementation. The memo was provided to Mike to present at the upcoming Board of Director's meeting. The remaining budget is \$11,745.00. This is the last invoice for FY 22-23. A new job number will be set up for FY 23-24.

2022154.00 – Engineering Fireflow Modeling FY22-23. This project has been established to aid the District with computer model simulations for fire flow requests by LHCWD customers. Below is an accounting of expenditures under this **Civiltec** job number for FY 2022-23.

There were expenditures of \$456.25 in the month of June 2023. We have set up new project numbers per fire flow simulation. We are using this main number 2022154 and have put extensions starting with .01 for the first request.



1. 2022154.06 858 Reposado Drive \$456.25

2020135.00 – Greenview Pipeline and PRV Station. This project is complete, and the Notice of Completion has been recorded.

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. The overall engineering budget for the project is \$39,500.00. There were expenditures of \$5,652.50 in the month of June 2023. The remaining budget is \$67.50.

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. We have completed site utility and mapping research and have conducted the site topographic survey of the site on the north end of the Mobile Home Park. A large storm drain box structure is located near the proposed well location that has caused a pause in the study. A site visit was conducted in February to review the site with Jordan Kear.

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. In the month of March, April and May, the new site was surveyed, the topo map has been plotted, utility research is ongoing and preliminary site layouts have been produced for review. *Civiltec* has met with Jordan Kear and both District Managers to discuss his hydrogeology work. Mr. Kear has issued the draft hydrogeology report. A meeting was held to review the report and discuss next steps. *Civiltec* is moving forward with the siting study report. The new engineering budget for the project was increased from \$86,590.00 to \$104,490.00. There were expenditures \$5,482.50 in June 2023. The remaining budget is \$49,226.50.

La Habra Heights County Water District
Mr. Michael Gualtieri, General Manager
Engineering Activity Report for June 2023
July 9, 2023
Page 3



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: AUGUST 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 July 2023.

MATTER	HOURS	AMOUNT
Transactional 1 – General	27.8	\$3,475.00
Retainer	Flat fee	\$1,250.00
		TOTAL: \$4,725.00

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

REPORT OF SUPERINTENDENT

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: 8/16/23

TO: MIKE GUALTIERI, BOARD OF DIRECTORS

FROM: JOE MATTHEWS, SUPERINTENDENT

SUBJECT: SUPERINTENDENT'S REPORT FOR AUGUST 2023

System Maintenance

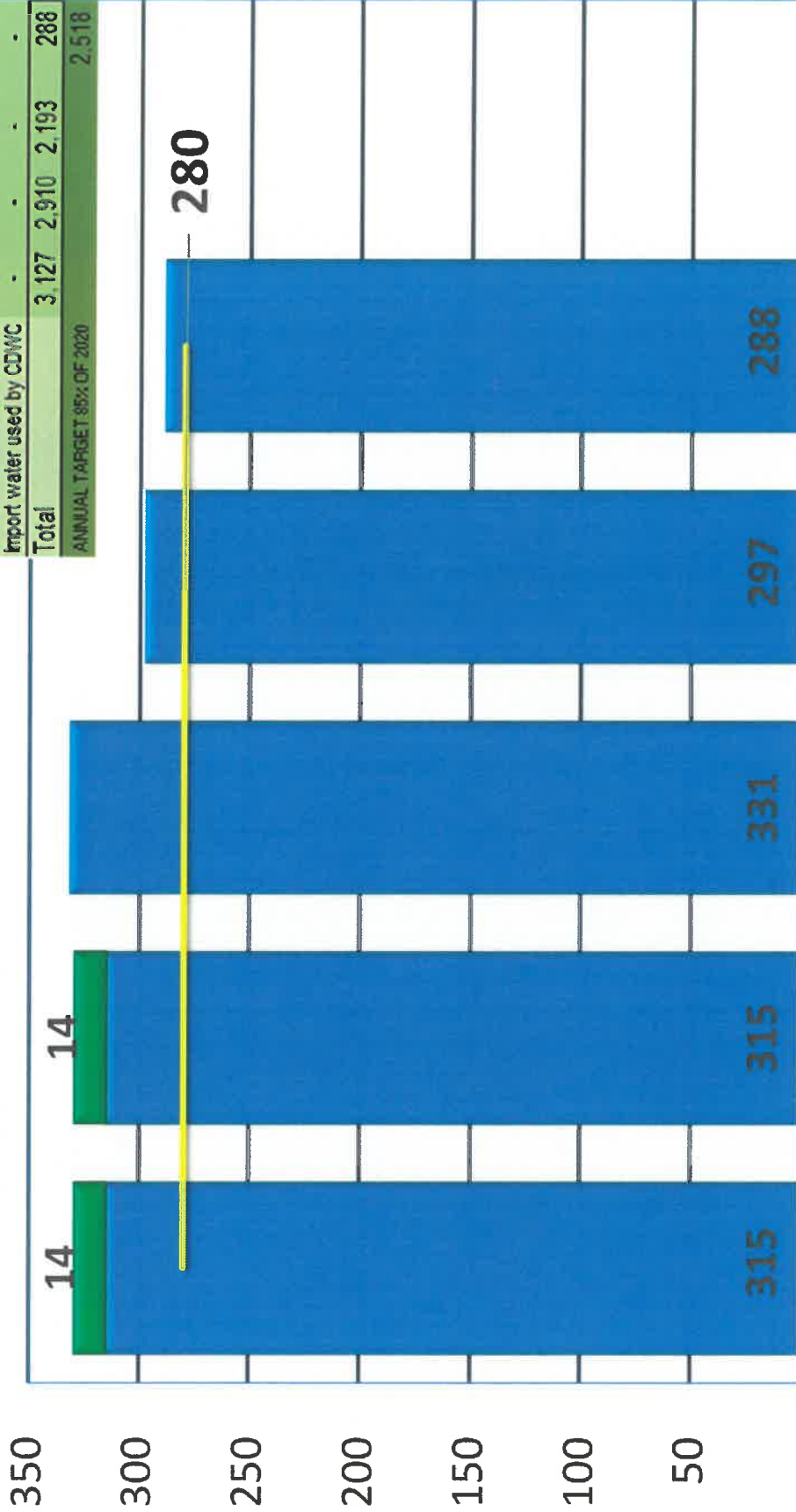
- Five service leaks were repaired. Two of those services were replaced.
- The District had two main leaks. We repaired one leak and hired J.A. Salazar to repair the other on Harbor Blvd and Vista Rd
- Brush clearance at Vigil reservoir was completed by Advantage Weed Abatement
- Triennial internal tank inspections were completed by Dive Corr.

Other matters

- A field employee was involved in a non-injury traffic accident at the intersection of Le Flore Drive and Solejar Drive.

LA HABRA HEIGHTS COUNTY WATER DISTRICT

Production in acre feet for **JULY**
 Compared to **85% of 2020**



2020 Import 14
 Import water used by California Domestic Water Company from District's Central Basin Municipal Water District connection
 Groundwater 301
 85% of 2020 Month Target 267.75

**DISCUSSION AND ACTION
BID SPECIFICATIONS FOR
NEW WELL #12**

LA HABRA HEIGHTS COUNTY WATER DISTRICT

MEMORANDUM

DATE: AUGUST 18, 2023
TO: BOARD OF DIRECTORS
FROM: MICHAEL GUALTIERI, SECRETARY/ GENERAL MANAGER
SUBJECT: NEW WELL #12

Specifications for Well #12 will be provided either by email before the board meeting or the day of board meeting. Unfortunately, Civiltec Engineering is currently moving offices, and their server is offline.