

**LA HABRA HEIGHTS COUNTY  
WATER DISTRICT**

**BOARD MEETING**

**MAY 23, 2023**

**AGENDA FOR REGULAR MEETING  
BOARD OF DIRECTORS  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
May 23, 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 April 25, 2023 (approve)
  - b. Financial Reports – April 2023 (approve)
- 6. Approval of warrants and authorize signatures per warrant list**
- 7. Report of Superintendent**
- 8. Report and recommendations of General Manager:**
  - a. Discuss and Approve – Purchasing Central Basin Water Rights
  - b. Discuss and Adopt – Resolution 23 – 04, Fiscal Year 2023/2024 Annual Budget.
  - c. Discuss and Approve – 2023/2024 Fiscal Year Salary and Benefits.
- 9. Closed Session**
  - a. Public Employee Performance Evaluation.**

Title: Secretary/General Manager  
(Closed Session pursuant to Government Code Section 54957).

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

## **10. Adjournment**

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

# MINUTES

MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF DIRECTORS  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
April 25, 2023

A regular meeting of the Board of Directors of La Habra Heights County Water District ("District") was held on April 25, 2023, at 4:08 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, and McVicar

ABSENT: Director Crabb and Perumean

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, Lee Squier, Leticia Vazquez-Wilson, Rodolfo Cortez, and Maggie Moe.

Item 3. Public Communications –

Leticia Vazquez-Wilson discussed Central Basin Municipal Water District.

Maggie Moe discussed Central Basin Municipal Water District.

Lee Squires discussed Central Basin Municipal Water District.

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

Director McVicar attended a City of La Habra Heights event and discussed water matters with residents.

Item 5. a. b.& c. Minutes of Regular meeting for March 28, 2023, Financial Reports for March 2023 and Status of Investments – March 2023. After discussion, there was a motion by Director McVicar and seconded by Director Baroldi to approve the minutes, financial reports and status of investments. The vote was as follows:

AYES: Directors Baroldi, Cooke, and McVicar

NOES: None

ABSENT: Director Crabb and Perumean

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 45942 through 45999 in the amount of \$195,374.02 and EFT transfers in the amount of \$12,001.99 be approved and signatures be authorized. The vote was as follows:

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

Item 7. Report of Superintendent. The Superintendent informed that the annual preventative maintenance was performed on all emergency generators. All generators will be tested during a simulated outage upon completion of the annual electrical maintenance. Permanent asphalt is scheduled to be installed the week of April 17, 2023, for the Greenview pipeline project. A leak detection survey was conducted on the main that carries water from our well field to the La Mirada Reservoir. No indication of leaks was found.

Item 8.a. Discuss and Action – Fiscal year 2023/2024 Proposed Budget. No action was taken on this item. This item will be discussed at the May 25, 2023, board meeting.

Item 9.a. Closed Session: 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). This item was not discussed.

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 5:15 p.m. The vote was as follows:

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

Dated: May 23, 2023

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

(SEAL)

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

# FINANCIAL REPORT

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF NET POSITION

April 30, 2022 and April 30, 2023

	2022	2023
<b><u>ASSETS:</u></b>		
<b><u>Current Assets:</u></b>		
CASH-PETTY	300.00	300.00
CASH-CHECKING	1,441,391.24	1,360,290.74
INVESTMENT-LAIF	3,604,088.17	4,932,859.05
ACCOUNTS RECEIVABLE-WATER	359,483.64	268,764.61
ACCOUNTS RECEIVABLE-OTHER	291,918.85	268,716.94
TAXES RECEIVABLE	-	-
LEASE RECEIVABLE	-	127,183.86
ACCRUED INTEREST RECEIVABLE	1,096.00	11,747.00
INVENTORY	185,112.60	209,598.20
PREPAID EXPENSES	58,610.36	58,120.79
Total Current Assets	5,942,000.86	7,237,581.19
<b><u>Noncurrent Assets:</u></b>		
<b>Capital Assets:</b>		
LAND	532,743.65	532,743.65
WATER RIGHTS	1,608,490.80	1,640,490.80
SOURCE OF SUPPLY	2,271,079.60	2,271,079.60
PUMPING PLANT	1,625,877.77	1,625,877.77
TRANSMISSION & DISTRIBUTION	26,054,010.03	26,361,304.22
GENERAL PLANT	1,749,840.34	1,785,846.06
CONSTRUCTION IN PROGRESS	428,607.66	151,788.84
Total Capital Assets	34,270,649.85	34,369,130.94
Accumulated Depreciation	(19,455,089.89)	(20,111,577.73)
Net Capital Assets	14,815,559.96	14,257,553.21
<b>Other Noncurrent Assets:</b>		
CONSTRUCTION ADVANCE RECEIVABLE	19,677.43	9,960.19
INVESTMENTS-CAL DOMESTIC WATER CO	591.00	591.00
LEASE RECEIVABLE	-	2,288,462.34
Total Other Noncurrent Assets	20,268.43	2,299,013.53
<b>Total Assets</b>	<b>20,777,829.25</b>	<b>23,794,147.93</b>
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from pension plan	214,013.00	172,529.00
DEFERRED OUTFLOWS OF RESOURCES- Deferred amount from OPEB	139,714.00	259,764.00
Total Deferred Outflows of Resources	353,727.00	432,293.00



# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF NET POSITION

April 30, 2022 and April 30, 2023

	<u>2022</u>	<u>2023</u>
<b>LIABILITIES</b>		
<u>Current Liabilities:</u>		
ACCOUNTS PAYABLE	305,685.43	235,386.29
CURR PORTION-LONG TERM DEBT	59,938.00	61,359.75
ACCRUED INTEREST-CONTRACT PAYABLE-D/G	951.84	481.80
DEPOSITS-CUSTOMERS	-	6,000.00
DEPOSITS-CONSTRUCTION	620.00	4,500.00
ACCRUED PROPERTY TAXES	-	-
ACCRUED PAYROLL	-	-
ACCRUED EMPLOYEE BENEFITS	138,557.59	150,468.34
DEFERRED RENTAL INCOME	131,857.50	-
ACCRUED RETIREMENT CONTRIBUTIONS	-	-
NET OPEB OBLIGATION	1,455,020.00	1,706,103.00
NET PENSION LIABILITY	924,418.00	125,862.00
Total Current Liabilities	<u>3,017,048.36</u>	<u>2,290,161.18</u>
<u>Long-term Liabilities, net of current portion:</u>		
LOAN PAYABLE-STATE OF CALIF	61,359.75	-
Total Long-term Liabilities	<u>61,359.75</u>	<u>-</u>
<b>Total Liabilities</b>	<u>3,078,408.11</u>	<u>2,290,161.18</u>
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from pension plan	60,916.00	140,358.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from OPEB	451,487.00	385,809.00
DEFERRED INFLOWS OF RESOURCES- Deferred amounts from Leases	-	2,437,536.97
Total Deferred Inflows of Resources	<u>512,403.00</u>	<u>2,963,703.97</u>
<u>Net Position:</u>		
INVESTED IN CAPITAL ASSETS, NET RELATED DEBT	14,694,262.21	14,196,193.46
UNRESTRICTED	2,826,805.50	4,766,422.13
RESTRICTED	19,677.43	9,960.19
<b>Total Net Position</b>	<u>17,540,745.14</u>	<u>18,972,575.78</u>

**LA HABRA HEIGHTS COUNTY WATER DISTRICT**  
**STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION**  
For Ten Months Ending April 30, 2022 and April 30, 2023

	Last Year Current Month Actual 4/30/2022	Current Month Actual 4/30/2023	Last Year YTD Actual 4/30/2022	Current YTD Actual 4/30/2023	Current Budget 2022/23	Actual 4/30/2023 % of budget 2022/23
<b>Operating Revenue:</b>	380,019.07	288,557.36	4,131,246.42	3,890,063.51	5,423,251.00	72%
<b>Operating Expenses:</b>						
Source of Supply	155,809.22	101,013.89	1,676,261.31	1,288,999.43	2,321,487.00	56%
Pumping	4,370.74	21,873.73	117,051.11	122,002.92	122,928.00	99%
Treatment	2,831.50	3,667.84	42,267.84	44,227.46	37,425.00	118%
Transmission & Distribution	30,727.72	32,004.72	549,758.28	563,622.76	597,780.00	94%
Customer Accounts	19,269.11	10,781.43	153,860.43	170,961.36	168,659.00	101%
Administrative and General	103,409.55	130,072.41	1,285,422.22	1,335,756.89	1,652,843.00	81%
Capital Improvements	110,598.41	129,275.08	1,105,984.10	1,292,750.80	1,551,301.00	83%
Other	6,664.10	6,757.83	72,496.58	76,335.33	89,851.00	85%
<b>TOTAL OPERATING EXPENSES</b>	<b>433,680.35</b>	<b>435,446.93</b>	<b>5,003,101.87</b>	<b>4,894,656.95</b>	<b>6,542,274.00</b>	<b>75%</b>
<b>OPERATING INCOME (LOSS)</b>	<b>(53,661.28)</b>	<b>(146,889.57)</b>	<b>(871,855.45)</b>	<b>(1,004,593.44)</b>	<b>(1,119,023.00)</b>	<b>90%</b>
<b>Non-Operating Revenues</b>	268,867.36	292,809.09	910,225.87	1,039,198.37	1,039,354.00	100%
<b>Non-Operating Expenses</b>	237.96	620.45	8,455.08	9,850.63	36,739.00	27%
<b>NET NON-OPERATING REVENUES (EXPENSES)</b>	<b>268,629.40</b>	<b>292,188.64</b>	<b>901,770.79</b>	<b>1,029,347.74</b>	<b>1,002,615.00</b>	<b>103%</b>
<b>NET INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS</b>	<b>214,968.12</b>	<b>145,299.07</b>	<b>29,915.34</b>	<b>24,754.30</b>	<b>(116,408.00)</b>	<b>-21%</b>
SYSTEM BUY IN FEE			13,593.00	-		
CAPITAL CONTRIBUTIONS			4,410.55	5,245.75		
<b>NET INCOME (LOSS) IN NET POSITION</b>			<b>47,918.89</b>	<b>30,000.05</b>		
<b>NET POSITION-BEGINNING OF YEAR</b>			<b>17,492,826.25</b>	<b>18,942,575.73</b>		
<b>NET POSITION-END OF PERIOD</b>			<b>17,540,745.14</b>	<b>18,972,575.78</b>		

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF REVENUE AND EXPENSES For Ten Months Ending April 30, 2022 and April 30, 2023

	Last Year Current Month Actual 4/30/2022	Current Month Actual 4/30/2023	Last Year YTD Actual 4/30/2022	Current YTD Actual 4/30/2023	Current Budget 2022/23	Actual 4/30/2023 % of budget 2022/23 83%
<b>OPERATING REVENUES</b>						
SALES-WATER	202,578.31	97,475.52	2,346,143.64	1,964,149.56	3,139,278.00	63%
SALES-READINESS TO SERVE	175,129.58	187,956.65	1,754,848.12	1,889,228.79	2,226,733.00	85%
SALES-MISCELLANEOUS	2,311.18	3,125.19	30,254.66	36,685.16	28,366.00	129%
LEASE-WATER RIGHTS	-	-	-	-	28,874.00	0%
<b>TOTAL OPERATING REVENUES</b>	<b>380,019.07</b>	<b>288,557.36</b>	<b>4,131,246.42</b>	<b>3,890,063.51</b>	<b>5,423,251.00</b>	<b>72%</b>
<b>OPERATING EXPENSES</b>						
PURCHASED WATER	4,961.67	3,806.53	33,232.33	42,999.42	246,552.00	17%
GROUND WATER REPLENISHMENT ASSMT	90,505.74	62,669.28	940,395.26	750,592.86	1,140,347.00	66%
POWER	60,341.81	34,538.08	702,633.72	495,407.15	934,588.00	53%
<b>TOTAL SOURCE OF SUPPLY</b>	<b>155,809.22</b>	<b>101,013.89</b>	<b>1,676,261.31</b>	<b>1,288,999.43</b>	<b>2,321,487.00</b>	<b>56%</b>
LABOR-PUMPING	4,157.10	4,036.33	42,965.06	50,521.89	68,948.00	73%
MAINTENANCE-PUMPING	213.64	17,837.40	74,086.05	71,481.03	53,980.00	132%
<b>TOTAL PUMPING</b>	<b>4,370.74</b>	<b>21,873.73</b>	<b>117,051.11</b>	<b>122,002.92</b>	<b>122,928.00</b>	<b>99%</b>
MAINT & LABOR-TREATMENT	2,831.50	3,667.84	42,267.84	44,227.46	37,425.00	118%
<b>TOTAL TREATMENT</b>	<b>2,831.50</b>	<b>3,667.84</b>	<b>42,267.84</b>	<b>44,227.46</b>	<b>37,425.00</b>	<b>118%</b>
LABOR-TRANS & DISTRIBUTION	22,549.23	18,740.02	181,178.84	211,582.22	241,611.00	88%
MAINT-TRANS & DISTRIBUTION	22,494.27	7,043.37	186,926.42	238,321.85	158,357.00	151%
JOINT FACILITIES-WELL,LM CONDUIT&RES	13,781.05	18,411.51	382,093.57	216,621.49	400,793.00	54%
ORCHARD DALE PORTION	(28,096.83)	(12,190.18)	(200,440.55)	(102,902.80)	(202,981.00)	51%
<b>TOTAL TRANSMISSION&amp;DISTRIBUTION</b>	<b>30,727.72</b>	<b>32,004.72</b>	<b>549,758.28</b>	<b>563,622.76</b>	<b>597,780.00</b>	<b>94%</b>
LABOR&MAINT-CUSTOMER ACCOUNTS	18,553.14	10,653.07	153,895.45	169,045.97	166,021.00	102%
UNCOLLECTIBLE ACCOUNTS	715.97	128.36	(35.02)	1,915.39	2,638.00	73%
<b>TOTAL CUSTOMER ACCOUNTS</b>	<b>19,269.11</b>	<b>10,781.43</b>	<b>153,860.43</b>	<b>170,961.36</b>	<b>168,659.00</b>	<b>101%</b>
<b>TOTAL OTHER OPERATING EXPENSES</b>	<b>57,199.07</b>	<b>68,327.72</b>	<b>862,937.66</b>	<b>900,814.50</b>	<b>926,792.00</b>	<b>97%</b>
<b>TOTAL SOURCE OF SUPPLY &amp; OPERATING EXPENSES</b>	<b>213,008.29</b>	<b>169,341.61</b>	<b>2,539,198.97</b>	<b>2,189,813.93</b>	<b>3,248,279.00</b>	<b>67%</b>
<b>ADMINISTRATIVE &amp; GENERAL EXPENSES</b>						
LABOR-FIELD-SICK,VAC,HOLIDAY	3,121.61	4,278.01	60,834.00	66,131.38	77,198.00	86%
WAGES-MANAGEMENT	13,584.92	10,637.42	129,681.06	130,400.07	165,468.00	79%
WAGES-OFFICE	21,519.33	23,142.66	203,891.49	202,636.13	272,120.00	75%
WAGES-MGMT&OFFICE-SICK,VAC,HOLIDAY	1,249.62	5,488.43	70,772.29	83,405.32	95,140.00	88%
OFFICE SUPPLIES	1,626.20	1,741.77	18,434.52	21,660.69	29,957.00	72%
AUTO SERVICE	5,071.63	4,340.70	43,707.15	41,535.90	47,734.00	87%
BANK SERVICE CHARGE	1,256.82	826.79	10,980.53	7,497.38	13,990.00	54%
DUES & SUBSCRIPTIONS	550.00	550.00	25,090.83	25,532.58	29,665.00	86%
BUILDING SERVICE	1,502.60	1,501.93	15,847.20	18,244.22	23,731.00	77%
OFFICE EQUIPMENT MAINT	10,277.15	10,312.50	37,817.96	27,511.68	27,612.00	100%
PROFESSIONAL	2,324.00	16,146.33	44,470.53	104,140.63	81,196.00	128%
EDUCATION & MEETINGS	1,179.21	112.09	16,994.58	15,922.92	17,354.00	92%

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## STATEMENTS OF REVENUE AND EXPENSES For Ten Months Ending April 30, 2022 and April 30, 2023

	Last Year Current Month Actual 4/30/2022	Current Month Actual 4/30/2023	Last Year YTD Actual 4/30/2022	Current YTD Actual 4/30/2023	Current Budget 2022/23	Actual 4/30/2023 % of budget 2022/23
LEGAL	4,437.50	2,362.50	30,268.28	33,675.00	37,162.00	91%
UTILITIES	2,341.22	2,185.63	25,719.46	31,314.00	48,932.00	64%
ENGINEERING	666.00	532.50	43,383.50	14,327.50	28,315.00	51%
INSUR-AUTO,LIABILITY&PROPERTY	10,876.30	6,481.41	58,223.90	63,840.79	67,431.00	95%
INSUR-GROUP HEALTH & LIFE	18,296.39	14,793.07	193,000.55	154,179.36	227,214.00	68%
EMPLOYEE WORKERS COMPENSATION	(15,367.20)	7,436.99	2,567.94	23,741.97	25,279.00	94%
DENTAL	287.20	-	5,327.04	2,224.00	4,730.00	47%
RETIREMENT-CALPERS	10,380.25	10,771.08	107,052.81	111,593.89	150,485.00	74%
RETIREMENT-DEFERRED COMP	1,478.20	1,495.14	15,603.83	16,272.51	21,456.00	76%
RETIREMENT-CALPERS UNFUND ACCR LIAB	-	-	72,110.00	89,261.00	92,333.00	97%
MAINTENANCE-GENERAL PLANT	6,750.60	4,935.46	53,642.77	50,707.97	68,341.00	74%
CAPITAL IMPROVEMENTS	110,598.41	129,275.08	1,105,984.10	1,292,750.80	1,551,301.00	83%
PROPERTY TAXES	443.10	444.06	4,929.25	4,953.53	6,454.00	77%
PAYROLL TAXES	6,221.00	6,313.77	67,567.33	71,381.80	83,397.00	86%
TOTAL ADMIN & GENERAL EXP	<u>220,672.06</u>	<u>266,105.32</u>	<u>2,463,902.90</u>	<u>2,704,843.02</u>	<u>3,293,995.00</u>	<u>82%</u>
TOTAL OPERATING EXPENSES	<u>433,680.35</u>	<u>435,446.93</u>	<u>5,003,101.87</u>	<u>4,894,656.95</u>	<u>6,542,274.00</u>	<u>75%</u>
OPERATING INCOME (LOSS)	<u>(53,661.28)</u>	<u>(146,889.57)</u>	<u>(871,855.45)</u>	<u>(1,004,593.44)</u>	<u>(1,119,023.00)</u>	<u>90%</u>
<b>NONOPERATING REVENUES</b>						
INTEREST INCOME	1,367.88	14,391.40	8,196.21	80,917.53	10,272.00	788%
PROPERTY TAX INCOME	255,771.36	265,334.30	770,564.36	819,182.92	892,371.00	92%
RENT INCOME	9,972.17	10,942.17	96,110.81	113,422.86	120,458.00	94%
OIL ROYALTIES	1,470.95	1,001.22	12,911.34	14,445.00	10,589.00	136%
MISCELLANEOUS INCOME	285.00	1,140.00	7,737.16	6,730.06	5,664.00	119%
GAIN ON ASSET SOLD	-	-	14,705.99	4,500.00	-	0%
TOTAL NONOPERATING REVENUES	<u>268,867.36</u>	<u>292,809.09</u>	<u>910,225.87</u>	<u>1,039,198.37</u>	<u>1,039,354.00</u>	<u>100%</u>
<b>NONOPERATING EXPENSES</b>						
INTEREST EXPENSE-D/G LOAN	237.96	120.45	2,735.08	1,685.25	1,801.00	94%
LOSS ON INVESTMENT	-	-	-	-	-	0%
DIRECTORS FEES	-	500.00	5,100.00	5,800.00	9,900.00	59%
DIRECTORS EXPENSES	-	-	620.00	678.71	9,711.00	7%
ELECTION	-	-	-	1,686.67	15,327.00	0%
TOTAL NONOPERATING EXPENSES	<u>237.96</u>	<u>620.45</u>	<u>8,455.08</u>	<u>9,850.63</u>	<u>36,739.00</u>	<u>27%</u>
NET NONOPER REVENUES(EXPENSES)	<u>268,629.40</u>	<u>292,188.64</u>	<u>901,770.79</u>	<u>1,029,347.74</u>	<u>1,002,615.00</u>	<u>103%</u>
<b>NET INCOME (LOSS) IN NET POSTION</b>	<u>214,968.12</u>	<u>145,299.07</u>	<u>29,915.34</u>	<u>24,754.30</u>	<u>(116,408.00)</u>	<u>-21%</u>

# WARRANTS

**La Habra Heights CWD**  
AP Check Register (Current by Bank)  
Check Dates: Greater than 4/12/2023

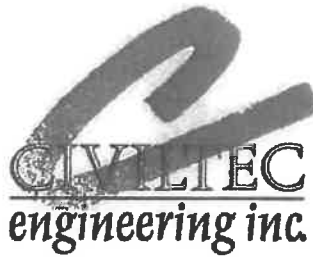
Check No.	Date	Status*	Vendor ID	Payee Name	Amount
<b>BANK ID: 13100 - EFT TRANSFERS</b>					<b>13110</b>
1002353565	04/26/23	M	0130	CALPERS	\$4,966.15
1002353566	04/26/23	M	0130	CALPERS	\$678.68
**1002364123	05/10/23	M	0130	CALPERS	\$4,966.15
1002364124	05/10/23	M	0130	CALPERS	\$1,157.40
<b>BANK 13100 REGISTER TOTAL:</b>					<b>\$11,768.38</b>
<b>BANK ID: 13110 - CHECKING- WELLS FARGO</b>					<b>13110</b>
46000	04/25/23	P	0139	ACWA/JPIA	\$7,297.33
46001	04/25/23	P	0354	BEST LAWNMOWER, INC	\$146.64
46002	04/25/23	P	0013	CANNINGS HARDWARE	\$132.86
46003	04/25/23	P	0014	CENTRAL BASIN MWD	\$3,964.35
46004	04/25/23	P	0441	CINTAS CORPORATION	\$83.94
46005	04/25/23	P	0145	CIVILTEC ENGINEERING INC	\$12,517.50
46006	04/25/23	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$21.60
46007	04/25/23	P	0282	D&H WATER SYSTEMS	\$1,116.02
46008	04/25/23	P	0371	DATA INSTALLERS, INC	\$320.00
46009	04/25/23	P	0164	EXCEL TELEMESSAGING	\$130.00
46010	04/25/23	P	0389	FRONTIER COMMUNICATIONS	\$799.00
46011	04/25/23	P	0124	G M SAGER CONSTRUCTION CO	\$4,523.00
46012	04/25/23	P	0099	GRAINGER INC	\$270.87
46013	04/25/23	P	0252	INFOSEND, INC	\$1,372.95
46014	04/25/23	P	0205	JOE MATTHEWS	\$75.00
46015	04/25/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,243.20
46016	04/25/23	P	0415	SAMUEL MUNOZ	\$4,000.00
46017	04/25/23	P	0068	SOUTHERN CALIF EDISON CO	\$5,130.61
46018	04/25/23	P	0386	VERIZON WIRELESS	\$587.76
46019	05/04/23	P	0068	SOUTHERN CALIF EDISON CO	\$50.01
46020	05/04/23	P	0385	ADMIRAL PEST CONTROL	\$76.00
46021	05/04/23	P	0232	AICPA	\$1,500.00
46021	05/04/23	V	5/4/23	0232 AICPA	(\$1,500.00)
46022	05/04/23	P	0353	ARCO BUSINESS SOLUTIONS	\$2,632.83
46023	05/04/23	P	0013	CANNINGS HARDWARE	\$248.16
46024	05/04/23	P	0441	CINTAS CORPORATION	\$87.12
46025	05/04/23	P	0017	CLINICAL LAB OF SB, INC	\$980.75
46026	05/04/23	P	0283	CONTINENTAL UTILITY SOLUTIONS	\$8,713.00
46027	05/04/23	P	0442	DAVID DOWELL	\$2,500.00
46028	05/04/23	P	ONETIM	EDUARDO RODRIGUEZ	\$342.10
46029	05/04/23	P	0164	EXCEL TELEMESSAGING	\$130.00
46030	05/04/23	P	0421	FULLER TRUCK ACCESSORIES	\$3,183.11
46031	05/04/23	P	0099	GRAINGER INC	\$164.92
46032	05/04/23	P	ONETIM	HDNGEO	\$709.12
46033	05/04/23	P	0369	HIGHROAD INFO TECHNOLOGY	\$4,958.42
46034	05/04/23	P	0044	JIM BAUCHER	\$972.00
46035	05/04/23	P	0205	JOE MATTHEWS	\$29.52
46036	05/04/23	P	0133	KONICA MINOLTA	\$386.28
46037	05/04/23	P	0483	LAVCO DAVE'S BRAKE ALIGNMENT	\$512.53
46038	05/04/23	P	0051	LINCOLN FINANCIAL GROUP	\$3,009.54
46039	05/04/23	P	0120	MICHAEL GUALTIERI	\$24.00
46040	05/04/23	P	0430	MICHAEL SILANDER	\$2,362.50
46041	05/04/23	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$219.15
46042	05/04/23	P	0069	SOCALGAS	\$33.51
46043	05/04/23	P	0068	SOUTHERN CALIF EDISON CO	\$29,628.12
46044	05/04/23	P	0486	TAMMY WAGSTAFF	\$71.14
46045	05/04/23	P	ONETIM	THE FRIDAY GROUP	\$833.28
46046	05/04/23	P	0078	UNDERGROUND SERVICE ALERT	\$125.50

\* 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 4/12/2023

<b>Check No.</b>	<b>Date</b>	<b>Status*</b>	<b>Vendor ID</b>	<b>Payee Name</b>	<b>Amount</b>
46047	05/04/23	P	0386	VERIZON WIRELESS	\$475.53
46048	05/04/23	P	0237	CALIFORNIA SCHOOL BOARDS ASSOC	\$1,500.00
46049	05/17/23	P	0389	FRONTIER COMMUNICATIONS	\$874.55
46050	05/17/23	P	0153	HOME DEPOT CR SERVICES	\$740.25
46051	05/17/23	P	0231	O'REILLY AUTO PARTS	\$50.64
46052	05/17/23	P	0534	ODP BUSINESS SOLUTIONS, LLC.	\$98.90
46053	05/17/23	P	0363	RWS OF SOUTHERN CALIFORNIA	\$1,165.93
46054	05/17/23	P	0068	SOUTHERN CALIF EDISON CO	\$11,956.04
46055	05/17/23	P	0427	TPX COMMUNICATIONS	\$282.10
<b>BANK 13110 REGISTER TOTAL:</b>					<b>\$125,859.18</b>
<b>GRAND TOTAL :</b>					<b>\$137,627.56</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



April 4, 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 **March 2023**  
Invoice Backup Support - Billing Period through March 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 **March 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.

There were no expenditures in the month of March 2023. The remaining budget is \$15,735.00.

**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. The total budget for this modeling support has been established at \$10,000.00 for each Fiscal Year. Below is an accounting of expenditures under this **Civiltec** job number for FY 2022-23.

There were expenditures of \$532.50 in the month of March 2023. David, Gretel and Tim performed hydraulic analyses and filled out the 195 Form for 2042 Ahuacate Road, 1006 Dorothea Road and 1964 Palomares Drive. The remaining budget is \$5,737.50.

**2020135.00 – Greenview Pipeline and PRV Station.** LHCWD is constructing a new pipeline extension on Greenview to complete a piping loop. The project has been placed out to bid, bids have been received and the project has been awarded to Brkich Construction. The construction phase has begun, and good progress has been made towards completion. The overall engineering



La Habra Heights County Water District  
Mr. Michael Gualtieri, General Manager  
Engineering Activity Report for March 2023  
April 4, 2023  
Page 2



and construction support budget for the project is \$43,500.00. There were expenditures of \$250.00 in the month of March 2023. The remaining budget is \$2,399.47.

**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. We had a meeting with Jonovich Construction to field review the project on December 12, 2022. Solutions have been discussed and Jonovich is researching the availability of large rock gradations. The overall engineering and construction support budget for the project is \$39,500.00. There were no expenditures in the month of March 2023. The remaining budget is \$9,845.00.

**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 is causing 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 want to study this site for the new well. *Civiltec* issued a budget modification request that was approved by both District General Managers. In the month of March, the new site was surveyed, and the topo map has been plotted. Utility research is still ongoing. The new engineering budget for the project is \$104,490.00. There were expenditures \$11,735.00 in March 2023. The remaining budget is \$68,099.00.

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

Very truly yours,

*CIVILTEC engineering, inc.*

A handwritten signature in black ink, appearing to read 'W. David Byrum', is written over a horizontal line.

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

PLEASE INCLUDE OUR INVOICE NUMBER AND PROJECT NUMBER ON YOUR CHECK STUB A service charge will be applied to all bills 30 days past due. The rate is 1.5% per month based upon an annual percentage rate of 18%.

# Michael Silander

Attorney at Law

2629 Townsgate Road, Suite 235

Westlake Village, CA 91361

# INVOICE

DATE: MAY 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 April 2023.

MATTER	HOURS	AMOUNT
Transactional 1 – General	8.9	\$1,112.50
Transactional 2 – PFAS litigation	0.0	\$0.00
Transactional 3 – Well No. 12	0.0	\$0.00
Retainer	Flat fee	\$1,250.00
		<b>TOTAL:</b> <b>\$2,362.50</b>

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

# REPORT OF SUPERINTENDENT

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**DATE: 05/16/2023**

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

**FROM: JOE MATTHEWS, SUPERINTENDENT**

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

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**Electrical Maintenance and Repairs**

Delta Motors completed the repair of booster 2 motor at Plant 5.

GJR Electric completed emergency work to replace the circuit breaker for booster 2 at Plant 1. We also replaced the emergency generator manual transfer switch that was damaged when the circuit breaker overloaded.

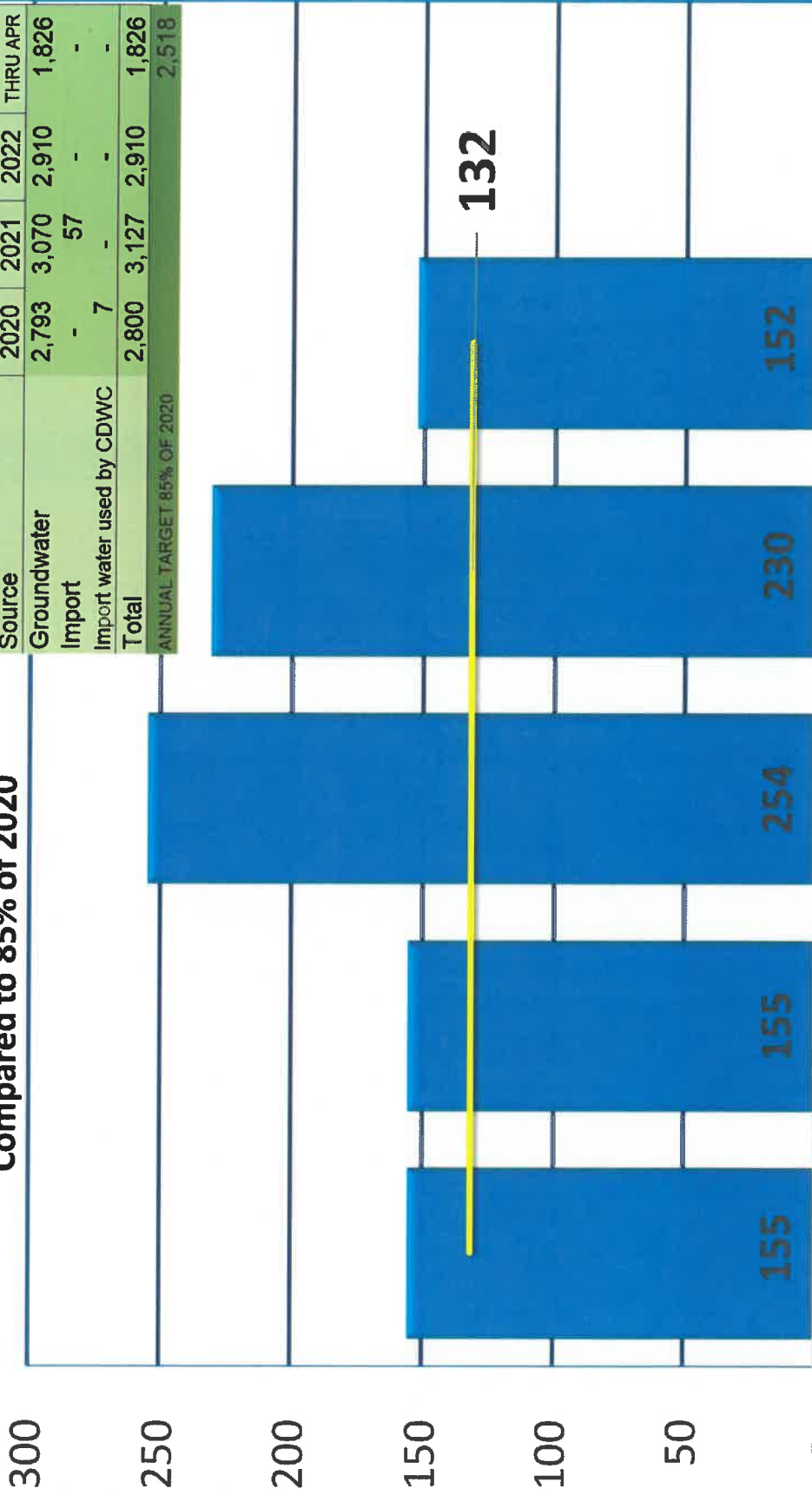
**Sanitary Survey**

Our State Water Resources Control Engineer conducts a sanitary survey/inspection of our system every five years. The District's State Engineer performed our latest Sanitary Survey the last week of April 2023.

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

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

ANNUAL WATER USAGE						
Water Source	2019/2020	2020/2021	2021/2022	2021/2022	2022/23 THRU APR	
Groundwater	2,793	3,070	2,910	2,910	1,826	
Import	-	57	-	-	-	
Import water used by CDWC	7	-	-	-	-	
<b>Total</b>	<b>2,800</b>	<b>3,127</b>	<b>2,910</b>	<b>2,910</b>	<b>1,826</b>	
ANNUAL TARGET 85% OF 2020						
						<b>2,518</b>



- 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

**DISCUSS AND APPROVE  
PURCHASING CENTRAL BASIN  
WATER RIGHTS**

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**LA HABRA HEIGHTS COUNTY WATER DISTRICT**

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**MEMORANDUM**

**DATE: MAY 16, 2023**  
**TO: BOARD OF DIRECTORS**  
**FROM: MICHAEL GUALTIERI, SECRETARY/ GENERAL MANAGER**  
**SUBJECT: PURCHASING WATER RIGHTS IN CENTRAL BASIN**

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Attached please find the letter from EcoGas, offering the District the opportunity to purchase up to 62 Acre Feet (AF) of water rights in Central Basin.

LHHCWD owns 2,668 AF of water rights in Central Basin. If we purchase these water rights, we will have 2,730 AF.

In addition, please find the spreadsheet showing our production in AF from 2007/2008 through 2021/2022. Also attached is the use from fiscal year July 2022 through April 2023.

Our five-year average is 2,904 AF, 10-year average 2,865 AF, and 15-year average 2,864 AF. Please note this is our AF production numbers not our AF in sales numbers.





May 12, 2023

Mr. Michael Gualtieri  
General Manager  
La Habra Heights County Water District  
1271 N. Hacienda Road  
La Habra Heights, CA 90631

Re: Central Basin Groundwater Rights Sales Offer Letter

Mike,

Thank you again for your District's interest in our client's available groundwater rights.

As mentioned, EcoGas Inc. is now formally contracted to assist in the sale of **62** acre-feet ("AF") of perpetual and permanent Central Basin groundwater rights. The offer price is **\$16,000** per AF. This is equivalent to a total purchase price of **\$992,000**.

This asking price represents;

- Over the past three (3) years, a modest 2.2% average annual price increase since LHCWD's last semi-comparably sized purchase for 20 AF at \$15,000/AF (on 6/17/2020).
- Over the past eight (8) years, a 2.875% average annual price increase since LHCWD's comparably sized purchase of 50 AF at \$13,000/AF (on 5/1/2014).
- Equal to the last price paid by the District for 2 AF in December 2022.
- Rare opportunity to purchase 60+ acre feet parcel at a single price.

Upon transfer, these rights will be available to LHCWD for immediate use until perpetuity. We believe that this asking price is supportable based upon a thorough review of current market demand and supply conditions, inflation rates, alternative water supply costs, recent Central Basin sales and analyses of future pricing.

Any acquisition of water rights by LHCWD is subject to approval by the Central Basin Watermaster. Further, it is to be implemented in accordance with the terms of a standardized and mutually beneficial Purchase & Sale Agreement with our client that will be provided at no additional cost.

Thank you again for your time and consideration. I look forward to hearing back after your May 24<sup>th</sup> meeting.

Best,

A handwritten signature in black ink that reads "Ken Scott".

Ken Scott  
Managing Partner  
EcoGas, Inc.

LA HABRA HEIGHTS COUNTY WATER DISTRICT  
Production in Acre Feet

	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23 thru April	5 year average	10 year average	15 year average
Groundwater	3,155	2,971	2,701	2,628	2,863	3,141	3,303	2,739	2,504	2,441	3,069	2,694	2,778	3,070	2,910	1,826	2,904	2,865	2,864
Import	93	56	75	3	-	22	113	276	91	90	18	0	0	57	0	0	15	72	60
Import water used	166	91	2	37	14	23	13	15	17	22	61	2	7	0	0	0	14	16	31

**RESOLUTION NO. 23-04**

**RESOLUTION OF THE BOARD OF  
DIRECTORS OF  
LA HABRA HEIGHTS COUNTY  
WATER DISTRICT  
ADOPTING THE OPERATION AND  
MAINTENANCE BUDGET  
AND THE APPROPRIATIONS LIMIT  
FOR  
FISCAL YEAR JULY 1, 2023  
THROUGH JUNE 30, 2024**

# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## MEMORANDUM

\*\*\*\*\*

To: Michael Gualtieri, Joe Matthews  
From: Tammy Wagstaff  
Date: May 17, 2023  
RE: 2023/2024 Draft Budget

### **OPERATING BUDGET**

Water Replenishment District water rates are projected to increase from \$411 per acre foot to \$423, an 2.9% increase. Previous budget reflected \$446 per acre foot.

Office Equipment Maintenance increased due to software licensing fee increases.

Professional fees increased due to increases in audit fees and computer consulting fees.

Capital Improvement increased due to changes in cost to purchase groundwater rights.

Other minor changes were made due to updating Actual column for April 2023 financial statements.

The budget reflects net income of \$119,737.

The budget will be discussed at the next Board meeting. You may contact either Mike or myself at any time with questions.

RESOLUTION NO. 23-04

RESOLUTION OF THE BOARD OF DIRECTORS OF  
LA HABRA HEIGHTS COUNTY WATER DISTRICT  
ADOPTING THE OPERATION AND MAINTENANCE BUDGET  
AND THE APPROPRIATIONS LIMIT FOR  
FISCAL YEAR JULY 1, 2023 THROUGH JUNE 30, 2024

THEREFORE, BE IT RESOLVED BY THE BOARD OF  
DIRECTORS OF THE LA HABRA HEIGHTS COUNTY WATER DISTRICT as  
follows:

1. The Operation and Maintenance Budget for fiscal year  
July 1, 2023, through June 30, 2024, which is attached hereto as Exhibit "A" and  
incorporated herein by this reference, is hereby adopted.

2. The Appropriations Limit for fiscal year July 1, 2023,  
through June 30, 2024, which is included in Exhibit "A", is hereby adopted.

ADOPTED AND APPROVED this 23rd day of May 2023.

(SEAL)

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Brad Cooke, President  
Board of Directors, La Habra  
Heights County Water District

ATTEST:

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Michael Gualtieri,  
Secretary/General Manager

I, MICHAEL GUALTIERI, Secretary to the Board of Directors of La  
Habra Heights County Water District, hereby certify that the foregoing Resolution  
was introduced at a regular meeting of the Board of Directors of said District,  
held on the 23rd day of May 2023, and was adopted at that meeting by the  
following vote:

AYES:

NOES:

ABSENT:

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

EXHIBIT "A"

LA HABRA HEIGHTS COUNTY WATER DISTRICT  
2023/2024 BUDGET

GENERAL LEDGER ACCT #	DESCRIPTION	ACTUAL	PROJECTED	BUDGET	FINAL	FINAL
		4/30/2023	FISCAL YEAR 2022/2023	FISCAL YEAR 2022/2023	BUDGET FISCAL YEAR 2023/2024	2023/24 BUDGET HIGHER (LOWER) 2022/23 PROJ ACT
<b>OPERATING REVENUE</b>						
41100	Water Sales-Consumption	1,964,149	2,537,676	3,139,278	3,298,111	760,435
41200	Water Sales-Readiness to Serve	1,889,229	2,267,075	2,226,733	2,407,603	140,528
42300	Administrative & Turn on fee	36,685	44,022	28,366	30,838	(13,184)
49100	Water Rights Lease	-	26,874	28,874	29,997	3,123
	<b>TOTAL OPERATING REVENUE</b>	<b>3,890,063</b>	<b>4,875,647</b>	<b>5,423,251</b>	<b>5,766,549</b>	<b>890,902</b>
<b>OPERATING EXPENSE</b>						
Source of Supply						
51300	Purchased Water	42,999	51,243	246,552	263,615	212,372
51400	Ground Water Replenishment	750,593	968,274	1,140,347	1,175,437	207,163
52300	Power	495,407	672,315	934,588	875,124	202,809
	<b>Total Source of Supply</b>	<b>1,288,999</b>	<b>1,691,831</b>	<b>2,321,487</b>	<b>2,314,176</b>	<b>622,345</b>
Other Operating Expenses						
50000	Labor-Vacation, Sick & Holiday	66,131	78,155	77,198	84,217	6,062
52100	Labor-Pumping	50,521	59,707	68,948	79,385	19,678
52200	Maintenance-Pumping	71,481	85,777	53,980	55,044	(30,733)
53200	Maintenance & Labor-Treatment	44,227	53,072	37,425	53,005	(67)
54100	Labor-Trans & Distribution	211,582	250,051	241,611	283,716	33,665
54200	Maint-Trans & Distribution	238,322	281,906	158,357	190,224	(91,683)
62000	Joint Facilities-Wells	54,390	65,268	178,262	173,334	108,066
62100	Joint Facilities-Wells-Power	141,446	166,302	197,226	236,619	70,317
72000	Joint Facilities-LaMirada Conduit	4,004	4,805	9,185	8,922	4,117
82000	Joint Facilities-Reservoir	16,781	20,137	16,120	22,318	2,181
82200	Less: Orchard Dale portion	(102,903)	(123,484)	(202,981)	(221,144)	(97,660)
55100;55105	Labor& Maint-Customer Service	163,416	194,873	161,306	188,282	(6,591)
55110	Labor-Customer Account	5,629	6,652	4,714	5,522	(1,130)
55200	Uncollectible Accounts	1,915	1,915	2,638	3,489	1,574
	<b>Total Other Operating Expenses</b>	<b>966,942</b>	<b>1,145,138</b>	<b>1,003,989</b>	<b>1,162,933</b>	<b>17,795</b>
	<b>TOTAL OPERATING EXPENSES</b>	<b>2,255,941</b>	<b>2,836,970</b>	<b>3,325,476</b>	<b>3,477,109</b>	<b>640,139</b>
<b>ADMINISTRATIVE &amp; GENERAL EXPENSES</b>						
56100,56110	Wages-Mgmt,Office&Sick/Vac/Holiday	416,441	492,158	532,728	547,846	55,688
56200	Office Supplies	21,661	25,993	29,957	31,216	5,223
56201	Auto Service	41,536	49,843	47,734	48,559	(1,284)
56202	Bank Service Charge	7,497	8,996	13,990	10,642	1,646
56203	Dues & Subscription	25,533	30,640	29,665	32,141	1,501
56204	Building Service	18,244	21,893	23,731	23,594	1,701
56205	Office Equipment Maint	27,512	33,014	27,612	35,217	2,203
56206	Professional	104,141	118,558	81,196	68,059	(50,499)
56207	Education & Meetings	15,923	19,108	17,354	16,608	(2,500)
56208	Legal	33,675	40,410	37,162	42,390	1,980
56209	Utilities	31,314	37,577	48,932	45,433	7,856
56220	Engineering	14,328	17,194	28,315	33,819	16,625
56300	Insurance-Auto, Liability, Property & Bond	63,841	76,609	67,431	76,646	37
56310	Insurance-Group Health & Life	154,179	185,015	227,214	214,571	29,556
56400	Employee Workers Compensation	23,742	28,490	25,279	34,153	5,663
56410	Dental	2,224	2,669	4,730	4,766	2,097
56420	Retirement-CalPERS	111,594	131,884	150,485	174,435	42,551
56421	Retirement-Deferred Compensation	16,273	19,232	21,456	23,551	4,319
56422	Retirement-CalPERS-Unfunded Accrued Liab.	89,261	89,261	92,333	83,515	(5,746)
57210	Payroll Taxes	71,382	85,658	83,397	93,644	7,986
56700	Maint-General Plant	50,708	60,850	68,341	69,340	8,490
57100	Capital Improvement	1,292,751	1,551,301	1,551,301	1,502,147	(49,154)
57200	Property Taxes	4,954	5,945	6,454	6,236	291
	<b>TOTAL ADMINISTRATIVE &amp; GENERAL EXP</b>	<b>2,638,714</b>	<b>3,132,297</b>	<b>3,216,797</b>	<b>3,218,528</b>	<b>86,231</b>
	<b>NET OPERATING INCOME (LOSS)</b>	<b>(1,004,592)</b>	<b>(1,093,620)</b>	<b>(1,119,021)</b>	<b>(929,088)</b>	<b>164,532</b>
<b>NON-OPERATING REVENUE</b>						
49200	Interest Income	80,917	97,100	10,272	43,206	(53,894)
49300	Property Tax Income	819,183	904,183	892,371	916,445	12,262
49700	Rent Income	4,012	4,814	120,458	4,815	1
49750	Lease Income	109,411	131,293	-	131,858	565
49800	Oil Royalties	14,445	17,334	10,589	12,635	(4,699)

EXHIBIT "A"

LA HABRA HEIGHTS COUNTY WATER DISTRICT

2023/2024 BUDGET

GENERAL LEDGER ACCT #	DESCRIPTION	ACTUAL	PROJECTED	BUDGET	FINAL	FINAL
		4/30/2023	ACTUAL FISCAL YEAR 2022/2023	FISCAL YEAR 2022/2023	BUDGET FISCAL YEAR 2023/2024	2023/24 BUDGET HIGHER (LOWER) 2022/23 PROJ ACT
49810	Miscellaneous Income	6,730	8,076	5,664	5,814	(2,262)
49900	Gain on asset sold	4,500	4,500	-	-	(4,500)
	<b>TOTAL NON-OPERATING REVENUE</b>	<b>1,039,198</b>	<b>1,167,301</b>	<b>1,039,354</b>	<b>1,114,773</b>	<b>(52,528)</b>
	<b>NON-OPERATING EXPENSE</b>					
59120	Interest Expense-Davis Grunsky loan	1,685	2,022	2,174	735	(1,287)
59120	Principal-Davis Grunsky loan	56,873	56,873	49,697	50,876	(5,997)
72100	Interest Reimb.-Orchard Dale	-	-	(371)	(126)	(126)
59400	Director's Fees	5,800	6,960	9,900	9,900	2,940
59900	Director's Expenses	679	815	9,711	4,563	3,748
59910	Election Expense	1,687	1,687	15,327	-	(1,687)
	<b>TOTAL NON-OPERATING EXPENSE</b>	<b>66,724</b>	<b>68,357</b>	<b>86,438</b>	<b>65,948</b>	<b>(2,409)</b>
	<b>NET NON-OPERATING REVENUE(EXP)</b>	<b>972,474</b>	<b>1,098,944</b>	<b>952,916</b>	<b>1,048,825</b>	<b>(50,119)</b>
	<b>NET INCREASE (DECREASE) IN NET ASSETS</b>	<b>(32,118)</b>	<b>5,324</b>	<b>(166,105)</b>	<b>119,737</b>	<b>114,413</b>

**SUMMARY OF BUDGET**

REVENUE	\$ 6,042,948	\$ 6,462,605	\$ 6,881,322
EXPENSE	\$ 6,037,623	\$ 6,628,710	\$ 6,761,585
<b>NET INCREASE (DECREASE) IN NET ASSETS</b>	<b>\$ 5,324</b>	<b>\$ (166,105)</b>	<b>\$ 119,737</b>
	(0)	0	(0)

**CAPITAL IMPROVEMENT PLAN**

	<b>NET INC (DEC) NET ASSETS LESS CIP INTEREST INCOME</b>		(14,623)	98,627
49650	<b>SYSTEM BUY IN FEES</b>		-	13,593
	<b>INTEREST INCOME</b>		19,947	21,110
	<b>CAPITAL IMPROVEMENT</b>		258,550	1,502,147
	Pipeline	5,944,000	-	
	Vehicles*	770,000		
	Reservoir 10A	848,000		848,000
	Reservoir Snooks	247,000		
	Well 12	2,858,213	11,000	500,000
	La Mirada Reservoir recoat	1,094,442		
	Add pump capacity Plant 1	1,125,000		
	Reservoir 2 recoat	855,000		
	Reservoir 5A recoat	702,000		
	Greenview PRV & pipeline	611,000		
	Generators-Wells,La Mirada Plt, Plant 1	450,000		
	Install PRV various locations	339,000		
	Vigil Reservoir recoat	739,000		
	Lyon Reservoir recoat	728,000		
	Plant 5 & 6 generator	375,000		
	New well	3,750,000		
	Master Plan*	54,549		
	Water Rate Study*	50,000		
	Water Rights*	992,000		992,000
	<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>22,532,204</b>	<b>11,000</b>	<b>2,340,000</b>
	<b>BEGINNING CASH AVAILABLE</b>		<b>6,293,450</b>	<b>6,546,324</b>
	<b>ENDING CASH AVAILABLE</b>		<b>6,546,324</b>	<b>5,841,801</b>
	6 months operating expense		3,271,136	3,347,819
	*not in Water Master Plan update			
			2022/2023	2023/2024

The District's 2023/2024 operational budget is not in excess of the Gann Appropriations Limitation, Prop. 4-1979 creating State Constitution Article XIII B, as calculated by staff using factors from 2022/2023

Appropriation Limit	1,048,205
Appropriations Subject to Limit, reduced by construction costs	-1,480,469
Remaining Appropriations Capacity	2,528,674

**DISCUSS AND APPROVE  
2023/2024 FISCAL YEAR SALARY  
AND BENEFITS**



# LA HABRA HEIGHTS COUNTY WATER DISTRICT

## MEMORANDUM

\*\*\*\*\*

To: Michael Gualtieri  
 From: Tammy Wagstaff  
 Date: May 11, 2023  
 RE: 2023 Salary Survey

Attached is the Comparable Salary Survey which includes agencies considered to be in rivalry for our current employees.

If the number in the last row is negative it indicates the District's current pay maximum should be evaluated for a decrease/no change; a positive number indicates an increase should be evaluated. Annual Consumer Price Index-Wage Earners and Clerical Workers (CPI-W) for Los Angeles area for May 2022 - April 2023 is 6.2%.

In addition, the Board's salary schedule is attached. This schedule reflects the actual wages by position as of June 2023 in the first column. The second column reflects the maximum wage level for the position. Third column adds 3.0% to actual wages representing cost of living adjustment (COLA). The fourth column is new this year which adds 7.0%; 5.0% COLA plus 2.0% merit to the actual wages. Column five through eight reflect the percentage increase to the maximum wage level as indicated in the heading.

Historical Salary Increases:

	<u>Employee</u>			<u>General Manager</u>	
	<u>% Increase</u>	<u>Merit</u>	<u>Dollar Limit</u>	<u>% Increase</u>	<u>Bonus</u>
2022/23	6.0%	2.0%	\$1,040,000	8.0%	NA
2021/22	3.0%	3.0%	NA	5.0%	\$5,000
2020/21	2.0%	-0-	\$918,000	2.0%	\$3,000
2019/20	2.7%	3.0%	\$889,960	5.7%	NA
2018/19	5.0%	-0-	\$863,100	5.0%	\$2,000
2017/18	2.5%	1.7%	NA	-0-	\$5,000
2016/17	2.0%	-0-	\$822,000	-0-	\$8,000
2015/16	2.0%	-0-	NA	2.0%	\$5,000
2014/15	3.0%	-0-	\$790,000	3.0%	NA
2013/14	2.0%	-0-	\$801,324	5.0%	NA
2012/13	2.0%	-0-	NA	2.0%	\$5,000
2011/12	2.0%	-0-	no employee gets same increase	3.6%	\$3,000

CONFIDENTIAL - STAFF USE ONLY

LA HABRA HEIGHTS COUNTY WATER DISTRICT  
COMPARABLE SALARY SURVEY  
2023

AGENCY	# OF EMPLOYEES	COST OF LIVING	GENERAL MANAGER		TREASURER		SUPERINTENDENT		UTILITY WORKER III		UTILITY WORKER II		UTILITY WORKER I		MANAGEMENT ASSISTANT/ACCOUNTANT		CUSTOMER SERVICE/ACCOUNTING CLERK	
			MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
Orchard Dale																		
Water District Pico	8	5.0%	11,029	14,780	10,417	11,667	7,752	11,993	5,306	8,436			4,143	6,741	5,008	7,649		
Water District Rowland	10	5.0%		13,126			10,077	12,249	7,522	9,146			5,142	6,250	8,039	9,771	4,512	5,484
Water District San Gabriel County	25	6.0%	22,367	27,188	15,222	18,502	11,608	14,110			6,918	8,409	6,013	7,309			5,663	6,883
Water District Valley County	15	7.0%	15,579	18,936	10,915	13,267	12,454	15,138	7,231	8,789	6,184	7,517	4,855	5,901	6,228	7,570	6,178	7,509
Water District Walnut Valley	31	2.5%		21,905	10,968	14,391	11,242	14,751	6,530	8,568	5,631	7,388	5,101	6,694	8,155	10,701	5,101	6,694
Water District	56	2.5%	17,874	27,815	12,372	19,252	12,372	19,252			4,699	7,334	4,275	7,105			4,275	7,105
MAXIMUM AVERAGE		4.7%		20,625		15,416		14,582		8,735		7,662		6,667		8,923		6,735
La Habra Heights County Water District	10		12,330	15,895	10,121	13,249	9,531	12,473	6,657	8,714	5,574	7,294	4,640	6,074	5,696	7,455	4,894	6,407
Percentage Difference Under average; -Over average				29.8%		16.4%		16.9%		0.2%		5.0%		9.8%		19.7%		5.1%
Dollar Difference Increase; -Decrease				4730		2167		2109		21		368		593		1468		328
MAXIMUM AVERAGE EXCLUDING HIGH/LOW				20,702		15,387		14,062		8,679		7,453		6,697		8,710		6,894
Percentage Difference Under average; -Over average				30.2%		16.1%		12.7%		0%		2.2%		10.3%		16.8%		7.6%
Dollar Difference Increase; -Decrease				4807		2138		1589		-36		159		623		1255		487

\* Position is part time, recalculated for full time

# Increases are made in January

**LA HABRA HEIGHTS COUNTY WATER DISTRICT**  
**2023/2024**

Position	June 2023		**Budgeted wage 5.0% COL increase 7/2023 of Current Wage		**Budgeted wage 5.0% COL increase plus 2.0% merit 7/2023 of Current Wage		CPI 2% increase to Max Wage		CPI 3% increase to Max Wage		CPI 4% increase to Max Wage		CPI 5% increase to Max Wage	
	Current Wage	Max Wage	Current Wage	Max Wage	5.0% COL increase 7/2023 of Current Wage	5.0% COL increase plus 2.0% merit 7/2023 of Current Wage	Max Wage	Max Wage	Max Wage	Max Wage	Max Wage	Max Wage	Max Wage	Max Wage
General Manager *	190,740	190,740	200,277	200,277	204,092	204,092	194,555	196,462	198,370	200,277	200,277	200,277	200,277	200,277
Treasurer	150,492	158,988	158,017	158,017	161,026	161,026	162,168	163,758	165,348	166,937	166,937	166,937	166,937	166,937
Management Assistant/Accountant	89,076	89,460	93,530	93,530	95,311	95,311	91,249	92,144	93,038	93,933	93,933	93,933	93,933	93,933
Customer Service/Accounting Clerk *	76,884	76,884	80,728	80,728	82,266	82,266	78,422	79,191	79,959	80,728	80,728	80,728	80,728	80,728
<b>Admin. &amp; General Expenses subtotal</b>	<b>507,192</b>	<b>516,072</b>	<b>532,552</b>	<b>532,552</b>	<b>542,695</b>	<b>542,695</b>	<b>526,394</b>	<b>531,555</b>	<b>536,715</b>	<b>541,875</b>	<b>541,875</b>	<b>541,875</b>	<b>541,875</b>	<b>541,875</b>
Superintendent	141,180	149,676	148,239	148,239	151,063	151,063	152,670	154,166	155,663	157,160	157,160	157,160	157,160	157,160
Utility Worker III *	104,568	104,568	109,796	109,796	111,888	111,888	106,659	107,705	108,751	109,796	109,796	109,796	109,796	109,796
Utility Worker II *	87,528	87,528	91,904	91,904	93,655	93,655	89,279	90,154	91,029	91,904	91,904	91,904	91,904	91,904
Utility Worker I *	72,888	72,888	76,532	76,532	77,990	77,990	74,346	75,075	75,804	76,532	76,532	76,532	76,532	76,532
Utility Worker I	67,932	72,888	71,329	71,329	72,687	72,687	74,346	75,075	75,804	76,532	76,532	76,532	76,532	76,532
Utility Worker I	56,160	72,888	58,968	58,968	60,091	60,091	74,346	75,075	75,804	76,532	76,532	76,532	76,532	76,532
<b>Operating Expenses subtotal</b>	<b>530,256</b>	<b>560,436</b>	<b>556,768</b>	<b>556,768</b>	<b>567,374</b>	<b>567,374</b>	<b>571,646</b>	<b>577,250</b>	<b>582,855</b>	<b>588,456</b>	<b>588,456</b>	<b>588,456</b>	<b>588,456</b>	<b>588,456</b>
<b>TOTAL</b>	<b>1,037,448</b>	<b>1,076,508</b>	<b>1,089,320</b>	<b>1,089,320</b>	<b>1,110,069</b>	<b>1,110,069</b>	<b>1,098,040</b>	<b>1,108,805</b>	<b>1,119,570</b>	<b>1,130,331</b>	<b>1,130,331</b>	<b>1,130,331</b>	<b>1,130,331</b>	<b>1,130,331</b>
Utility Worker I - transition	65,666	72,888	68,949	68,949	70,262	70,262	74,346	75,075	75,804	76,532	76,532	76,532	76,532	76,532
<b>GRAND TOTAL</b>	<b>1,103,114</b>	<b>1,149,396</b>	<b>1,158,269</b>	<b>1,158,269</b>	<b>1,180,331</b>	<b>1,180,331</b>	<b>1,172,386</b>	<b>1,183,880</b>	<b>1,195,374</b>	<b>1,206,863</b>	<b>1,206,863</b>	<b>1,206,863</b>	<b>1,206,863</b>	<b>1,206,863</b>

\*\* Budgeted not actual

\* These positions are at maximum of current salary schedule

This spreadsheet does not include overtime - budgeted \$51,079 overtime

Budget reflects 40 hours each for General Manager, Treasurer and Superintendent of executive leave contributed to 457 deferred compensation plan