

SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT

June 21, 2017 - 6:00 P.M.

AGENDA

CALL TO ORDER:

ROLL CALL:

PUBLIC COMMENTS:

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the District. Please note that for items not listed on the agenda, the Brown Act imposes limitations on what the Board may do at this time. The Board may not take action on the item at this meeting. As to matters on the Agenda, persons will be given an opportunity to address the Board when the matter is considered. If you wish to speak during public comment, please fill out a "Speaker Request Form" and give it to the Board Secretary. When the Board President calls your name, please immediately step to the podium and begin by giving your name and address for the record. Each speaker will be given four (4) minutes to address the Board.

1. CONSENT CALENDAR:

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

A. MINUTES – May 24, 2017
June 05, 2017

B. FINANCIAL REPORTS MAY 2017

1. Income statement for the Tenth month ending May 2017
2. District warrants for May 2017.

Check #	14120 - 14169	= \$	132,634.35
Gross Payroll		= \$	56,023.11
Federal/State PR taxes		= \$	18,780.02
LAIF Transfers		= \$	0.00
Transfers/charges		= \$	59.31

C. OPERATIONS REPORT FOR THE TENTH MONTH – MAY 2017

2. **RULES AND REGULATIONS RESOLUTION #740** – The Board of Directors may adopt Resolution #740 regarding revised Rules and Regulations for Water Service.
3. **GENERAL MANAGER TO DECLARE "NO STAGE" UNDER ORDINANCE 64** – The General Manager will address Ordinance 64.

4. **PUBLIC HEARING ON WATER AND SEWER STANDBY FEES** – The Board of Directors will hold a Public Hearing to receive public input regarding Standby Fees.
5. **RESOLUTIONS #736 AND #737 FOR WATER AND SEWER STANDBY FEES IN FY 2017-18**
– Water and Sewer stand-by assessment fees of \$30.00 per acre or parcel may be adopted for 2017/2018.
6. **PUBLIC HEARING ON WATER AND SEWER RATES, FEES AND CHARGES** – The Board of Directors will hold a Public Hearing to receive public input regarding the proposed Water and Sewer Rates, Fees and Charges.
7. **RESOLUTION #738 WATER AND SEWER RATES, FEES AND CHARGES** – The Board of Directors may adopt the adjusted Water and Sewer Rates, Fees and Charges.
8. **RESOLUTION #739 – BUDGET FOR FY 2017/2018** – The Board may adopt the Budget for Fiscal Year 2017/2018.

DIRECTORS COMMENTS :

GENERAL MANAGER'S COMMENTS:

ADJOURNMENT:

To the next regular Board meeting scheduled for July 19, 2017 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA.

Please remember during Public Comments:

- Comments should be limited to 4 minutes or less
- Comments should be directed to the Board as a whole and not directed to individual Board members.

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**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
IDYLLWILD WATER DISTRICT**

The Board of Directors of the Idyllwild Water District met in regular session on May 24, 2017, in the Idyllwild Water District Board Room.

CALL TO ORDER:

The meeting was called to order by President Schelly at 6:00 p.m.

ROLL CALL:

Directors present: President Charles Schelly, Vice President Vic Sirkin, Geoffrey Caine, Steve Kunkle and Peter Szabadi. Interim General Manager Jack Hoagland, Chief Financial Officer Hosny Shouman and Board Secretary Erica Gonzales were also present.

General public present: (-7-)

PUBLIC COMMENT:

TOM PAULEK- Concerned about the Website being down, about the Minutes not reflecting the Board's or Public's statements, concerned about recording meetings and archiving those recordings.

FIRE CHIEF PATRICK REITZ – Would like to clarify for the public that minutes are not a transcript.

TOM PAULEK – Expressed ongoing concern with transparency, Brown Act is from mid-20th Century and we are now in the 21st Century, there are many ways the meetings can be recorded and posted so that anyone can see and/or hear what went on at the meeting.

MARGE MUIR – Wondered why this meeting a “Special Meeting” when it is just rescheduled Regular Meeting.

SUE NASH – Inquired about written report from Idyllwild Water District Counsel about issues regarding the Idyllwild Brewpub.

ITEM #1- CONSENT CALENDAR:

MINUTES – April 12, 2017
April 19, 2017
May 03, 2017

FINANCIAL REPORTS APRIL 2017

A. Income statement for the Ninth month ending March 2017		
B. District warrants for March 2017.		
Check # 14059 - 14119	= \$	518,445.00
Gross Payroll	= \$	46,647.88
Federal/State PR taxes	= \$	14,921.82
LAIF Transfers	= \$	600,000.00
Transfers/charges	= \$	107.00

OPERATIONS REPORT AND GRAPHS FOR THE TENTH MONTH ENDING APRIL, 2017.

No mainline leaks were reported in April. Foster Lake's level was full at 18 feet at the end of April. There was 0.10" of precipitation in April and there has been 27.76" of precipitation for the fiscal year to date. The static water levels at the Foster Lake Wells were 0' below ground level, and the downtown well #23 is currently static at 9' and the downtown well #24 is static at 15' below ground level respectively. Production for April was 991,784 cubic feet. April's unaccounted for water was 7.09% of water production. Fiscal year to date unaccounted for water average is 4.36% of water production.

COMMENT:

PRESIDENT SCHELLY – Inquired about a check issued to Browning in the amount of \$2,900.00 for sewer plant.

JACK HOAGLAND – It was the repair of some electrical components due to aging.

PRESIDENT SCHELLY – Inquired about the check to cancel the Recycled Water Project.

HOSNY SHOUMAN – The check has been sent back and has already been cashed.

PRESIDENT SCHELLY – Last months the bill from Aleshire & Wynder was significant and this month it was higher. Should we expect this trend to continue or will we be getting some relief?

JACK HOAGLAND – This month and next month will be high due to their review of our Rules and Regulations for Water and Sewer and we also have a Water Rights Issue as well, after that we should be able to see a decline in the bills from Aleshire & Wynder.

DIRECTOR CAINE – Why is there a variance between the budgeted and actual State County Water System Fees?

HOSNY SHOUMAN – The State increased their rates by 2%.

VICE PRESIDENT SIRKIN – Inquired if Idyllwild Water District has the capacity to archive the recordings of the meetings online?

JACK HOAGLAND – We are working on upgrading the computer system and capacity, we have not gotten to the website yet, but have been listening to comments and concerns from the public and the Board and have been taking them into consideration for what we want on the website in the spirit of transparency. Staff will likely be bringing a records retention policy in front of the Board in the future date.

A MOTION was made by Vice President Sirkin to approve the Consent Calendar and Director Szabadi seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Victor Sirkin			
Peter Szabadi			
Geoffrey Caine			
Steve Kunkle			
Charles Schelly			

Consent Calendar approved.

President Schelly moved Item #6 forward.

ITEM 6 – IFPD to Address Board

Recommendation: That the Idyllwild Water District Board of Directors hear from a representative from the IFPD about the meter requirements in their jurisdiction.

Background: There has been much confusion among residents of Idyllwild about size requirements for water meters on new buildings. Idyllwild Water District wishes to clarify the requirements before allowing the purchase of new water meters.

Fire Chief Patrick summarized how the water meter requirements for a structure are determined. Residential sprinkler systems are required. This law was adopted by the County and the State. When filing for a permit, the requirement for sprinklers is then issued. The reports must be engineered, stamped, sealed and sent to IFPD. IFPD then

researches the fire flow in the area and then will match that to the structure. This is what determines the size of the required meter. There is no 1” meter requirement.

ITEM 2 – Consider Formation of an Ad Hoc Compliance Sub-committee –

Recommendation: That the Idyllwild Water District Board of Directors consider formation of an ad hoc sub-committee to review compliance issues that may affect the Idyllwild Water District.

Background: From time to time issues come to the attention of the Board of Directors that Idyllwild Water District may not have complied fully with various requirements established by regulatory agencies (external compliance concerns) or the District itself (internal compliance concerns).

The proposed Compliance ad hoc Sub-committee would review these issues as they arise and make recommendations to the full Board of Directors for action.

Action by the Board of Directors to form such an ad hoc Sub-committee would direct the President to form the sub-committee and to appoint two directors to serve on the sub-committee.

PRESIDENT SCHELLY - Would like to appoint 2 members of the Board to form an Ad Hoc Committee for compliance for when things come up, they can make sure that we are in compliance for projects and other such things. Staff does most of the work but the Board should be involved.

Director Szabadi and Director Kunkle volunteered for the Ad Hoc Compliance Sub Committee.

DISCUSSION:

KRISTIN KIRSCHBAUM – What kind of Compliance issues?

JACK HOAGLAND – Just what the staff report states, External Compliance concerns relating to other regulatory Boards and internal Compliance concerns relating to District itself. Those kind of issues would be referred to this subcommittee.

TOM PAULEK – Express displeasure with this proposal. External Compliance would be something like a Waste Discharge permit from Regional Quality Control. Internal Compliance Concerns, does this Board comply with the law. Have been raising that issue. These are things that you should be doing already. Sees the formation of this committee as a way to delay the issues raised.

DIRECTOR SZABADI – The intention of this forming this Committee is to address these issues faster and more efficiently as they arise.

ITEM 3 – Promote the use of Rain Collection Barrels for Conservation:

Recommendation: That the Idyllwild Water District Board of Directors consider directing the staff to develop a program to make rain collection barrels available to District customers at minimal cost.

Background: The generally dry conditions of the Idyllwild Water District coupled with the finite water resources limit the options for residents for significant outdoor irrigation. It has been suggested that one way that residents could enhance their property and quality of life would be through the use of locally grown garden produce. As a method to encourage such efforts and yet adhere to the strict conservation ethics developed during the last five-years of severe drought, the use of rain collection barrels has been proposed.

Approval of this item would direct the staff to bring back the details of a program in which the District would acquire rain barrels and distribute them at cost to ratepayers.

DISCUSSION:

JACK HOAGLAND – Would like a little more direction from the Board. Would Idyllwild Water District acquire a certain amount of rain barrels and offer at a discounted price, order as customers' request?

PRESIDENT SCHELLY – Was thinking we can order in bulk a certain amount and sell them at the District's cost.

SUE NASH – Idyllwild Water District will be researching what the public's needs are before ordering?

MARGE MUIR – Make sure to account for shipping and handling in the cost.

JACK HOAGLAND – 55 gal is typical size. There are conservation programs out there that do sell in bulk. Will get more information and bring back to the Board.

DIRECTOR CAINE – Would like to collect on a larger scale, especially after looking at the handout from Jack.

SUE NASH – Would like the handout included in the Minutes.

PRESIDENT SCHELLY – Purpose is not to save money, it is to collect rain water for conservation.

President Schelly directed staff to research more.

DIRECTORS DISCUSSION:

ITEM 4 – Bidding Assistance for the 2017 Pipeline Project:

Recommendation: That the Idyllwild Water District Board of Directors approve an agreement with Webb and Associates for Bidding Assistance for the 2017 pipeline project in the amount of \$5,984 and authorize the Interim General Manager to execute the Budget Amendment Request No. 1.

Background: Preparation of the plans and specifications for the 2017 Water Pipeline replacement project is complete. Webb and Associates is the Engineer of record and Staff recommends that the firm be engaged to assist with the bidding process. The attached letter proposal for the additional assistance is for the Board of Directors Consideration.

The District will recoup some of the costs when bidders buy the plan sets.

Attachment: Webb Associates BAR No. 1

DISCUSSION:

JACK HOAGLAND – At last meeting was asked why the proposal was \$14,000 higher than the proposal from December. The difference is that new proposal included 280 hours of inspection work and the previous proposal only included 200 hours.

DIRECTOR SZABADI – Originally the project was budgeted at \$450,000 but it is my understanding that it has been expanded to a larger project.

JACK HOAGLAND – The project remains the same. Originally Idyllwild Water District received a conceptual bid from Tom Lovejoy where he estimated the cost at \$450,000. Our current engineer's projected cost is \$695,000. The increased costs are driven by the requirements from the County for the grant we have secured.

DIRECTOR SZABADI – Is it essentially costing us more money because we have a grant?

JACK HOAGLAND – A lot of the extra cost is going to be for reporting that we have to do. Would say that a lot of the grant is going to pay for the fact that we have a grant.

VICE PRESIDENT SIRKIN – By having to comply with the grant we have more expenses and therefore we aren't getting a benefit from the grant.

DIRECTOR KUNKLE – Had concerns about the cost of the project, and the construction blue prints. Would like to go through what exactly is being bid on page by page and take out things that we do not need to do or alter things to fit Idyllwild Water District standards instead others' standards. Would like the construction services to be done by Idyllwild Water District staff. If this cannot be done Idyllwild Water District should give back grant and do the project at a later date.

DIRECTOR CAINE – After hearing from Vic and Steve, would reconsider the grant.

DIRECTOR SZABADI – There has been no maintenance done on the water system for a number of years. If we forfeit the grant and do this project at a later date, we would not be able to start it until next year at the earliest. In the past, Idyllwild Water District has had staff qualified and able to do the construction in house but currently that is not the case. The project has to be approved by the Board in the end. This matter is just to approve putting out bid packets in order to collect bids.

JACK HOAGLAND – We would get bids, research the lowest bidder, make recommendation to County, and they would approve and then we would award the contract.

DIRECTOR SZABADI – Has a problem with postponing everything until next year and giving back another grant.

PRESIDENT SCHELLY – Has concerns because we have already sent back two grants, this is not a project we will regret doing. Very concerned about sending back another grant on a project that needs to be done and is so far along when we have the finances for it. In future, we have the luxury of making longer term plans and starting from the beginning. We are on a path and we should finish. It will be difficult to apply to grants in future after rejecting three grants. Encourage Board to approve this and in

future we can look into projects in more detail.

DIRECTOR SZABADI – If errors were found in the bid package, they should be brought to Webb's attention and corrected.

JACK HOAGLAND – The bid package that Director Kunkle was a preliminary and had not been review by the County. Have not gotten the finalized package from the County yet.

VICE PRESIDENT SIRKIN – The county realizes that Idyllwild Water District has gone through some change and would understand that we would want to do this project more cost efficiently. Giving up this grant should not be embarrassing.

DIRECTOR KUNKLE – Would like to bid package to be tailor to the District's wants and needs.

MARGE MUIR – How many feet and what type of plastic is proposed?

JACK HOAGLAND – 3000 ft. and the plastic is called c905, it's a thick plastic with an expected lifetime of 100-150 years as opposed to the 60-80 year expectancy from steel pipe.

DIRECTOR SZABADI – Would really appreciate comments from Jack because he is more experienced in this area.

JACK HOAGLAND – Mr. Kunkle makes some fine points. Some of his issues can be address fairly simply, some of these ideas would have been great three months ago but we are ready to go on this project. It is a Board decision and if the Board does not want to do it then we won't. Thinks there will be fallout with the County for cancelling the grant. There will fallout from Webb, they have expended a lot of money on this project, there was a lot more reporting with the County than expected and they did not charge us for that. \$72,000 has been invested to date and if we cancel this and decided to do it next year, we will be re-spending that money.

VICE PRESIDENT SIRKIN – If Steve's alterations are included in the bid package before going out, do they have to be reviewed by the County again?

JACK HOAGLAND – Minor modifications can be made but the County would have to review and approve if we significantly changed the bid package.

DIRECTOR CAINE – Are there any other items that should be a higher priority?

JACK HOAGLAND – That is for the Board to decide. This was listed as the number one priority and have worked very hard to get it done. There is a lot of infrastructure that needs to be fixed and you have to start somewhere and this is as good a place as any. People up here deserve the same standard as people in the flat lands.

VICE PRESIDENT SIRKIN – Feel like that is a question that would need to ask rate payers. Do they want to pay for a sophisticated system they may not need or would they like to save money for future projects?

SUE NASH – Would take whatever grant money we can get right now because who knows what will be available in the future and yes, does expect the same standard as places not on the hill.

Director Szabadi made a MOTION to approve the amendment from Webb Associates for bidding assistance for the pipeline project and Director Caine seconded.

The vote to approve this item was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi	Steve Kunkle		
Geoffrey Caine	Victor Sirkin		
Charles Schelly			

The Motion was approved.

ITEM 5 – Resolution 735 in support of the ACWA Board Policy:

Recommendation: That the Idyllwild Water District Board of Directors consider adopting Resolution 735 in support of the ACWA Statement on Bay- Delta Flow Requirements.

Background: In order to demonstrate broad support for their Policy Statement on Bay-Delta Flow Requirements, ACWA has requested that its member agencies formally endorse it by adopting a resolution of support.

Attached: Resolution 735
ACWA Policy Statement on Bay- Delta Flow Requirements

DISCUSSION: None

Director Caine made a MOTION to approve Resolution 735 in support of ACWA policy and was seconded by Director Szabadi. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Geoffrey Caine			
Peter Szabadi			
Steve Kunkle			
Charles Schelly			
Victor Sirkin			

The MOTION passed.

President Schelly recommended to table Item 7 and 8 given the hour and the closed session.

DIRECTOR'S COMMENT:

DIRECTOR CAINE – Frustrated with the process and Brown Act. Would like to meet more often without a strict Agenda.

VICE PRESIDENT SIRKIN – Agrees.

PRESIDENT SCHELLY – Would support a workshop as long as we are using it to plan and create a vision of where we want to go, what we want the District to become.

A workshop was scheduled for Monday, June 05, 2015 at 9:00 a.m.

GENERAL MANAGER'S COMMENTS:

HOSNY SHOUMAN – Idyllwild Arts would like their funds back that was initially used for the Toll Gate Tank.

VICE PRESIDENT SIRKIN – Would like this item to be on the next Agenda.

JACK HOAGLAND – Met with a couple of guys from the Community Center and discussed their plans and hopefully will lower costs for them and simplify their plans. Would eliminate the 2" water meter initially. Suggested that they build a pipeline loop, give it to Idyllwild Water District with an easement and it would be public lines and then take your services off the loop.

ADJOURN TO CLOSED SESSION AT 8:17 PM: Performance Review, Interim General Manager

RECONVENE INTO OPEN SESSION: The Board reconvened in open session at 9:02 pm.

General Manager Jack Hoagland reported that there was no reportable action.

ADJOURNMENT: President Schelly adjourned the meeting at 9:03 pm.

IDYLLWILD WATER DISTRICT

BY: _____
DR. CHARLES SCHELLY-
BOARD PRESIDENT

IDYLLWILD WATER DISTRICT

BY: _____
ERICA GONZALES-
BOARD SECRETARY

MINUTES OF THE WORKSHOP MEETING
OF THE BOARD OF DIRECTORS
IDYLLWILD WATER DISTRICT

The Board of Directors of the Idyllwild Water District met in special session on June 05, 2017, at the Idyllwild Water District.

CALL TO ORDER:

The Special Meeting was called to order by President Charles Schelly at 9:00 am.

ROLL CALL:

Directors present: President Charles Schelly, Geoffrey Caine, Steve Kunkle and Peter Szabadi. General Manager Jack Hoagland and Chief Financial Officer Hosny Shouman were also present.

General public present: (- 3 -)

1. DISTRICT DIRECTION AND MEETING FREQUENCY:

PRESIDENT SCHELLY – Read a statement from previous training about the purpose of a multi person decision making body.

DIRECTOR CAINE – Want to be able to talk as a Board without strict Agendas, and more than once a month so as not to be so concentrated. Would like to discuss the grant. Would like to talk about a strategy on hiring a permanent General Manager.

DIRECTOR SZABADI – Would like to discuss long term maintenance and how we will approach projects and grants in the future.

DIRECTOR KUNKLE – Presented a list of concerns and priorities for Jack about pipeline project and Staff issues. Would like to get all of the wells fixed and running and know what our potential output is. Would like to address attracting and retaining employees.

DIRECTOR SZABADI – Any more projects planned for after the pipeline project?

JACK HOAGLAND - Nothing specific except the cleaning and videoing the wastewater collection system.

DIRECTOR SZABADI – Want to have a sense of longer term projects and would like to be able to plan and look at the project in more detail and ways to fund.

PRESIDENT SCHELLY – Have numbers written on board that reference number of years. When thinking of some of these issues, would like to think of them in terms what will be done in the next year, 2 years, 4 years, 6 years, 12 years. It is easier to plan for something when there is a long term goal.

DIRECTOR SZABADI – Concerned about maintenance, can maintenance be done in house or are we going to have to continue to do big projects?

JACK HOAGLAND – Big projects are more efficient, big being a relative term. 3,000- 5,000 feet of pipeline per year is reasonable.

PRESIDENT SCHELLY – This planning is laying the groundwork for what we want for the next few years and will give a new, permanent General Manager an idea of what the Board wants and what direction they need to be directing the District. Will also help us in selection a new General Manager that has the qualifications we need for them to accomplish our goals.

DIRECTOR SZABADI – Would like Jack's thoughts on idea of having 1 field supervisor instead of one for water and one for sewer.

JACK HOAGLAND – Agree that there is only need for one field supervisor, especially after bringing down the Distribution System to a grade 2. Also, working on bringing the Wastewater Treatment System down since cancelling the Recycled Water Project. These actions will require a lower certification and the position will be easier, not easy, to fill. Have a head hunter looking but not having much success.

PRESIDENT SCHELLY – In the next 12 years, would like to have 2000 water customer and 750 sewer customers. Would like to inventory District assets (how old pipelines are, etc.) within next 2 years. Wants to make sure projects are done in a cost efficient manner.

DIRECTOR KUNKLE – Being educated about what we have in resources and skills will help with being more cost efficient.

DIRECTOR CAINE – Need redundancy with information in order to keep institutional memory.

JACK HOAGLAND – Have a tremendous amount of information accumulated over the years, recommend a records manager coming to focus on helping to go paperless and to organize all of the information.

DIRECTOR SZABADI – What time frame are we looking at to upgrade the Wastewater Plant?

JACK HOAGLAND – This will be between the 4 and 6 year range. The largest issue on the water side is the age of the Distribution system and the capacity of it. Would certainly like to make our Fire Chief happier. Would like larger distribution lines.

PRESIDENT SCHELLY – Would like to know how old the pipelines are in the entire district within the next 2 years along with the Waste water lines.

JACK HOAGLAND – The sewer collection system is all around 50 years old with a couple of small segments that are newer.

PRESIDENT SCHELLY – Would like to introduce at a future meeting, an incentive to live locally for prospective employees to address employment vacancies.

JACK HOAGLAND – Need to be careful to not fall into gifts of public funds situation. We do currently train new employees and pay for them to take classes to pass their certification tests.

PRESIDENT SCHELLY – What kind of certifications can we expect the guys on the water side to have in the next 4 years.

JACK HOAGLAND – Our lead guy just took T3 test, Joe had grade 3 for Distribution and Treatment. Dillon has D1 and T1 and Tyler just took T1 test. We are doing pretty well. The highest you can get working our system is a Grade 3. Supervisor on water side would have to have a Grade 2 at least. Wastewater side would be desirable to have a WW3.

DIRECTOR KUNKLE – Would like to look at our compensation packages to make sure they are enough to retain employees once they are working here.

JACK HOAGLAND – Not participating in CalPERS is great for the rate payers but it is a negative for attracting qualified employees from other agencies. We do have a great defined contribution retirement policy.

PRESIDENT SCHELLY – Vic wanted us to address the MOU with Idyllwild Arts and refund any monies of theirs we may have. Think it would be a good idea to look at all MOUs that the District is party to.

JACK HOAGLAND – They are reviewing what they may want to do as far as water upgrades before requesting a refund. We have not received a formal request from them on this matter but as soon as we do, we are ready to work with the Board and Idyllwild Arts.

DIRECTOR KUNKLE – Would like to know the progress on the Water Rights issue.

JACK HOAGLAND – Is being worked on, all records held by previous attorney have been shipped to new attorney and they are working through all of the records. Have been answering their questions as they come.

DIRECTOR SZABADI – Would like to postpone the vote on June 21, 2017 for the Water Shortage Contingency Plan.

JACK HOAGLAND – Can have a special meeting to talk about all issues on Agenda for June 21, 2017.

PRESIDENT SCHELLY – Set tentative meeting for June 07, 2017 at 6:00 pm.

PUBLIC COMMENT:

SUE NASH – Concerned under the Brown Act about the structure of the Agenda for this meeting. Also concerned that Climate change is not in the long term plan, and consolidation of the water districts is not in the long term plan. Would like a cost analysis of cost to litigate an issue vs. cost of complying with the issue.

TOM PAULEK – Talked about a lot of great issues. Concerned about the Wastewater System and future requirements from Regional Board. Also would like to see talk of

consolidation.

PRESIDENT SCHELLY – Board is focusing on stabilizing the Idyllwild Water District at this point in time.

DIRECTOR CAINE – One of main reasons got on Board was to advocate consolidation but it is much more complicated than the public realizes.

JACK HOAGLAND – We need to be organized and educated and in a place where the other water districts want to work with us, in the current climate, that is not the case. Believes President Schelly is correct in wanting to focus on Idyllwild Water District.

ADJOURNMENT: At 10:52 am, President Schelly adjourned the workshop meeting.

APPROVED:

IDYLLWILD WATER DISTRICT

BY: _____
DR. CHARLES SCHELLY-
PRESIDENT

IDYLLWILD WATER DISTRICT

BY: _____
ERICA GONZALES –
BOARD SECRETARY

**IDYLLWILD WATER DISTRICT
WATER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING MAY 31, 2017**

	FOR THE MONTH OF		MAY	2017
BY CATEGORY	ACTUAL	BUDGET	F (U)	%
WATER OPERATING EXPENSES:			VARIANCE	
1- WAGES AND SALARIES EXPENSES	46,113	40,000	-6,113	-15.28%
2- RETIREMENT PLAN AND LIFE INSURANCE	3,596	6,667	3,071	46.06%
3 -MEDICAL INSURANCE	9,889	16,000	6,111	38.19%
4 -UNIFORM EXPENSES	60	438	378	86.31%
5 -WORKER'S COMP INSURANCE	0	1,042	1,042	100.00%
6 -RETIREMENT MEDICAL INSURANCE	0	2,000	2,000	100.00%
7 -BOARD REIMBURSEMENT	750	1,000	250	25.00%
8 -OFFICE SUPPLIES	2,851	1,500	-1,351	-90.10%
9 -OFFICE CLEANING SERVICE	210	280	70	25.00%
10 -POSTAGE AND MAILING FEE	2,135	973	-1,163	-119.50%
11 -TRAINING AND EDUCATION	15	2,500	2,485	99.40%
12 -TRAVELING , MILEAGE, MEALS REIMBURSMENT	0	629	629	100.00%
13 -DUES ,FEES , SUBSCRIPTIONS	327	771	444	57.58%
14 -COMPUTER SERVICES	540	1,000	460	45.99%
15 -LEGAL SERVICES	7,086	869	-6,216	-715.15%
16 -UTILITIES - ELECTRICITY	3,129	8,292	5,163	62.26%
17 -UTILITIES - GAS& FUEL	473	717	243	33.94%
18 -UTILITIES - PROPANE	0	325	325	100.00%
19 -UTILITIES - TELEPHONE INTERNET	738	761	22	2.92%
20 -UTILITIES - WASTE MANAGEMENT FEE	179	184	5	2.95%
32 -AUTO AND PROPERTY INSURANCE	0	1,712	1,712	100.00%
21 -STATE-COUNTY WATER SYSTEM FEES	6,026	1,583	-4,443	-280.59%
22 -GENERAL PLANT SERVICES	6,383	4,109	-2,274	-55.34%
23 - VEHICLES REPAIRS AND MAINTENANCE	288	521	232	44.63%
24 -WATER ENGINEERING AND CONSULTING	0	875	875	100.00%
25 -LABORATORY SERVICES	1,315	1,042	-273	-26.22%
26 -WATER SECURITY SYSTEM	0	771	771	100.00%

27 -ADVERTISING AND PUBLISHING	117	542	425	78.40%
28 -PROPERTY TAX EXPENSES	0	233	233	100.00%
29- COMPENSATED TIME	0	1,833	1,833	100.00%
30 -BANK FEE CHARGE	59	78	18	23.63%
31 -WATER MAINTENCE AND SUPPLIES	240	1,042	801	76.94%
33 -ACCOUNTING AND AUDITING FEE	0	2,000	2,000	100.00%
TOTAL OPERATING EXPENSES:	92,520	102,286	9,766	9.55%
TOTAL INCOME AND (LOSS)	3,764	24,448		

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING MAY 31, 2017**

CONDENSED BY CATEGORY	FOR THE MONTH ENDING MAY 31, 2017				July 2016
	ACTUAL	BUDGET	F (U) VARIANCE	%	
OPERATING REVENUES:					
BASE-RESIDENTIAL/COMMERCIAL	53,015	52,647	368	0.70%	52,722
OTHER OPERATING	0	25	-25	-100.00%	50
TOTAL OPERATING REVENUES	53,015	52,672	343	0.65%	52,772
OPERATING EXPENSES:					
1- WAGES AND SALARIES	13,160	13,750	590	4.29%	8,603
2- RETIREMENT AND LIFE INSURANCE	1,199	1,500	301	20.10%	464
3- MEDICAL INSURANCE	3,296	6,000	2,704	45.06%	4,629
4- UNIFORM EXPENSE	20	458	438	95.64%	82
5-WORKER'S COMPENSATION INSURANCE	0	145	145	100.00%	0
6- RETIREMENT MEDICAL INSURANCE	0	917	917	100.00%	560
7- BOARD REIMBURSEMENT	250	200	-50	-25.00%	175
8- OFFICE SUPPLIES	271	717	446	62.20%	68
9- OFFICE CLEANING SERVICES	70	150	80	53.33%	140
10- POSTAGE AND MAIL FEE	424	533	109	20.53%	403
11- EDUCATION AND TRAINING	0	500	500	100.00%	0
12- TRAVELING, MILAGE, MEAL REIMBURSEMENT	0	292	292	100.00%	0
13- DUE AND SUBSCRIPTION FEE	109	542	432	79.83%	68
14- COMPUTER SERVICES	243	167	-77	-45.96%	34
15- LEGAL SERVICES	2,482	1,500	-982	-65.45%	1,105
16- UTILITIES - ELECTRICITY	2,889	4,000	1,111	27.77%	0
17- UTILITIES - GAS & FUEL	228	437	209	47.89%	0
18- UTILITIES - PROPANE	0	25	25	100.00%	0
19- UTILITIES - TELEPHONE&INTERNET	236	292	56	19.04%	102
20- UTILITIES - WASTE MANAGEMENT FEE	60	125	65	52.34%	60
21- VEHICLES REPAIRS AND MAINTENANCE	123	542	418	77.25%	0
22- SEWER ENGINEERING SERVICES	12,580	9,400	-3,180	-33.83%	9,372
22- SEWER MAINTENANCE AND SUPPLIES	5,875	500	-5,375	-1075.00%	0
23- GENERAL PLANT SERVICES	373	1,000	627	62.65%	3,138
24- SEWER PERMIT AND LICENSE(State Fee)	0	800	800	100.00%	0
25- MINOR EQUIPMENT AND SUPPLIES	67	42	-25	-60.23%	0
26- SEWER LEASE	0	250	250	100.00%	0
27- ADVERTISING AND PUBLISHING	39	125	86	68.80%	23
28- LABORATORY SERVICES	888	1,200	312	25.98%	789
29- GENERAL AUTO AND LIABILITY INSURANCE	0	570	570	100.00%	0
30- SECURITY SYSTEM (ADT)	0	208	208	100.00%	0
Total Expenses	44,882	46,885	2,002	4.27%	29,813
Total INCOME OR (LOSS)	8,133	5,787			22,959

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING MAY 31, 2017**

SEWER FUND OPERATING REVENUES	FOR THE MONTH ENDING MAY 31, 2017				July 2016
	ACTUAL	BUDGET	F (U) VARIANCE	%	
BASE RATE-COMMERCIAL	35,841	35,472	369	1.04%	35,510
BASE RATE- RESIDENTIAL	17,174	17,213	-38	-0.22%	17,213
TRANSFER FEE	0	25	-25	-100.00%	50
FACILITY CHARGE FROM IAF	0	0	0	0.00%	0
INSPECTION FEE	0	0	0	0.00%	0
OTHER MISCE	0	0	0	0.00%	132
TOTAL OPERATING REVENUE	53,015	52,709	306	0.58%	52,904
EQUIVALENT DWELLING UNITS (E.D.U'S)					
RESIDENTIAL	450	450	0.0	0.00%	450
COMMERCIAL	887	887	0.0	0.00%	887
TOTAL E.D.U'S	1,337	1,337	0.0	0.00%	1,337

**IDYLLWILD WATER DISTRICT
DISTRICT WARRANTS AND OTHER DISBURSEMENTS
FOR THE MONTH ENDED MAY 31, 2017**

DATE	CHECK NUMBER	PAYEE	DESCRIPTION	AMOUNT
5/2/2017	14120	Chase Card Services	Asphalt for repaving parking lot \$855.63, postage \$116.79 Door Hangar Stock \$151.47, Pipe for sewer \$175.79	1,288.10
5/2/2017	14121	Department of Water Resources	Dam Fees	6,026.00
5/2/2017	14122	Four Seasons Cleaning Services	Monthly Charge for Office Cleaning	280.00
5/2/2017	14123	Frontier Communications	Phone and Internet at Foster Lake and Sewer Plant	381.56
5/2/2017	14124	Harris Computers	Billing Cards	453.63
5/2/2017	14125	Home Depot Credit Card	tools and supplies for water and sewer	574.50
5/2/2017	14126	Idyllwild Backhoe	Repair Damage at Sewer Ponds	1,760.00
5/2/2017	14127	Idyllwild Water District	Deposited at Hemet Bank for Payroll	37,000.00
5/2/2017	14128	Ponton Industries, Inc.	Calibrate meter at sewer plant	815.00
5/2/2017	14129	Postmaster	Postage for Prop 218 mailer	748.79
5/2/2017	14130	SCE	Monthly Charge for Electricity	5655.11
5/2/2017	14131	Verizon Wireless	Monthly Charge for emergency and GM cell phone	156.41
5/2/2017	14132	Computer Options	Monthly IT Charge, Install new billing system	973.00
5/2/2017	14137	Daniel Messina	Repair at the Thompson Property	2,610.00
5/10/2017	14133	Al's Kubota Tractor	5 gallons of fuel /oil mix for pole saw	54.05
5/10/2017	14134	Aqua-Metric Sales Co.	15- 1" meters	3,867.64
5/10/2017	14135	Arrow Printing	Prop 218 Notice of Public Hearing for Rate Changes	1,817.24
5/10/2017	14136	County of Riverside Parks	Refund for closing account with credit	194.28
5/10/2017	14138	CR&R	Monthly charge for Trash	238.29
5/10/2017	14139	Daniel's Tire Service	Changing tire on tractor	27.12
5/10/2017	14140	Dillon Pulatie	D1 Exam and Certification	105.00
5/10/2017	14141	Mission Linen & Uniform Service	Monthly Uniform Service	79.86
5/10/2017	14142	NAPA Auto Parts	Supplies for water and sewer vehicle maintenance	384.50
5/10/2017	14143	Tyler Puckett	Boot Allowance	99.56
5/10/2017	14144	Tyler Technologies, Inc	Billing Software	6,732.67
5/10/2017	14145	Dig Alert	4 New Ticket Carges	6.00
5/10/2017	14146	Ward & Ward	Legal Fees	177.00
5/10/2017	14147	Webb Associates	Preliminary Design Service	14,245.69
5/17/2017	14148	ACWA/JPIA	Health Insurance for June	13,185.25
5/17/2017	14149	Babcock & Sons	Labs for water and sewer	2,203.00
5/17/2017	14150	Idyllwild Town Crier	Ad in Paper for Workshop	156.00
5/17/2017	14151	J&M Air Conditioning	Inspection and Maintenance on Air Conditioner	267.00
5/17/2017	14152	Jerry Johnson	Exam Fee for T3	100.00
5/17/2017	14153	Ochoa's Backflow Systems	Backflow test on sewer and diversion backflow	80.00
5/17/2017	14154	SCE	Monthly Electricity Charge	363.05
5/17/2017	14155	Staples Credit Plan	Office Supplies	630.06
5/17/2017	14156	SUSP, Inc.	Sewer Consulting Fee	12,580.00
5/17/2017	14157	James Saul	Reimbursement for credit on closed account	704.37
5/24/2017	14158	Alarmco Security Systems, Inc	Install camera overlooking gate at Foster Lake	283.17
5/24/2017	14159	Aleshire & Wynder, LLP	Legal Services	9,219.05
5/24/2017	14160	Allstate Benefits	Monthly Life Insurance	358.21
5/24/2017	14161	Central Communications	Monthly Answering Service	102.00
5/24/2017	14162	Ellison, Schneider & Harris LLP	Charge for shipping files to new legal counsel	171.45
5/24/2017	14163	InfoSend	Postage Deposit and Set up Fee	1,693.60

5/24/2017	14164	Jeannine Olsen	Reimburse Cash Drawer for Office Expenses	122.81
5/24/2017	14165	Ponton Industries, Inc.	Labor to Calibrate Meter at sewer plant	650.00
5/24/2017	14166	T-Mobile	Monthly Charge for Solar Panels	29.99
5/24/2017	14167	Time Warner Cable/ Spectrum Business	Phone and Internet for Office	406.49
5/24/2017	14168	Tyler Technologies, Inc	Implementing New Billing System	1,685.81
5/24/2017	14169	Gallade Chemical, Inc.	Chemical Supplies	892.04
TOTAL DISTRICT WARRANTS				\$132,634.35
OTHER DISBURSEMENTS:				
TOTAL PAYROLL				56023.11
NET PAYROLL CHECKS-DIRECT DEPOSIT				40,266.24
FEDERAL PAYROLL TAXES-ELECTRONIC TRANSFERS				14,280.56
STATE PAYROLL TAXES-ELECTRONIC TRANSFERS				4,499.46
L.A.I.F. ELECTRONIC TRANSFERS				0.00
BANK SERVICE CHARGES AND FEES				59.31
TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS				\$188,716.77

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #2 – Consider Adoption of Resolution #740 Establishing Revised Rules and Regulations for Water Service

Recommendation: That the Idyllwild Water District Board of Directors consider adoption of the attached Resolution #740 establishing revised Rules and Regulations for Water Service.

Background: Rules and Regulations for Water Service (RRWS) were last revised in 1997.

New laws and evolving policies of the Board of Directors have created the need to revise the RRWS. The Board of Directors has had an opportunity to discuss the changes at several Board meetings and workshops all open to the public.

A summary of the significant changes to the 1997 document is as follows:

- Violations are not misdemeanors to facilitate rapid enactment through the Resolution process instead of the Ordinance process;
- The “Meter Equivalent Ratio” is now consistent with the American Water Works Association standards;

- The definition of the Uniform Plumbing Code now also includes any Fire Code requirements;
- New state regulatory mandates prohibiting irrigation within 48-hours of precipitation or the use of potable water for irrigation of ornamental turf on public street medians is added;
- The District restates its strict denial of any liability for any lapses in water service for any reason;
- The District restates the ultimate financial liability of property owners for costs incurred by their tenants;
- The Water Facilities Connection Fee is recalculated and apportioned to the various potential water meter sizes;
- Liability for water use and/or loss is restated as the property owner's financial responsibility but a provision is added to allow a once every four-year provision, at the customer's request, to reduce usage rates to the second lowest tier in the event of an extraordinary loss;
- Customers may no longer suspend their water service;
- Customers requiring a larger water meter will get credit for the size of their existing meter against the Water Facilities Connection Fee of the larger meter;
- Will serve letters will expire 18-months after issuance;
- Payment of water bills through the District's web portal is added as a payment method;
- The late charge application date is reduced to 25 days from 30 days; and
- The District will not determine the size of the water meter for sizes larger than 0.625-inches for the customer, but follow the determination of the appropriate regulatory authorities (County Building and Safety and Fire Departments.

IDYLLWILD WATER DISTRICT

RULES AND REGULATIONS

FOR WATER SERVICE

FINAL DRAFT

DATED: JUNE 21, 2017

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SECTION 1. GENERAL PROVISIONS

1.1 **SHORT TITLE** - This shall be known as and cited as Idyllwild Water District Rules and Regulations, Water Service.

1.2 **HOLD HARMLESS** - DISTRICT and its officers, agents and employees shall be held harmless from any liability in enforcing provisions of these rules and regulations.

1.3 **WORDS AND PHRASES** - For purposes of these rules and regulations, all words used in present tense shall include the future; all words in plural number shall include singular number; and all words in singular number shall include plural number.

1.4 **WATER SYSTEM** - DISTRICT will furnish a system, plant, works for purpose of obtaining, storing, conserving and distributing water for public and private uses, including all parts of the enterprise, all appurtenances to it, lands, easements, rights to land, water rights, contract rights, franchise and other water supply, storage and distribution facilities and equipment.

1.5 **SEPARABILITY** - If any paragraph, subparagraph, sentence or clause of these rules and regulations is, for any reason, held to be invalid by a court of competent jurisdiction, such holding shall not affect validity of remaining portions of rules and regulations.

1.6 **WATER PRESSURE CONDITIONS** - DISTRICT shall not be liable to anyone for any loss or liability resulting from, occasioned by, or otherwise related to, variations in water pressure. An approved type of pressure regulator and a relief valve, of not less than 300 psi maximum working pressure, shall be installed at owner's sole cost and expense, and in such a manner that it is fully protected from freezing and easily accessible for adjustment, repair or replacement by owner.

1.7 **MAINTENANCE OF WATER PRESSURE AND SHUTTING DOWN FOR EMERGENCY OR ROUTINE CONDITIONS** - DISTRICT shall not be liable nor accept any responsibility for maintenance of pressure, and it reserves the right to interrupt service while making routine or emergency repair, etc. Owners or customers dependent upon a continuous supply should provide emergency storage. DISTRICT requires that all owners or customers with water service install an approved shut-off valve and check valve in service line immediately adjacent to meter and in an approved enclosure. As a condition of water service, DISTRICT shall not incur any liability of any kind or nature, which may result from, be occasioned by, or otherwise related to interruption of water service for repair, replacement or other operational reasons.

1.8 **TAMPERING WITH DISTRICT PROPERTY** - No one, except an employee of DISTRICT or a licensed plumber with permission of DISTRICT shall, at any time or in any manner, tamper with ,or in any way

interfere with the operation of DISTRICT'S water supply system including, but not limited to, curb stop, meter valves, gates or valves, or tamper with meters, their connections, street mains or any other parts of DISTRICT'S system.

1.9 **PENALTY FOR VIOLATION** - Not Used

1.10 **GENERAL MANAGER'S AUTHORITY AND RIGHT OF APPEAL** - The General Manager of DISTRICT is responsible for implementation of rules and regulations, and for making all decisions and determinations regarding application of these rules and regulations. In the event of special circumstances which are not specifically addressed in these rules and regulations, the General Manager shall make each decision and determination as are required and appropriate for the circumstances. All such decisions and determinations shall be rendered in writing, if feasible, and shall be final; provided, however, affected person shall have the right to appeal decision of General Manager to BOARD, in writing. Writing must be received by DISTRICT within 10 business days after final decision of General Manager is rendered. A hearing on appeal shall be set within 30 days thereafter, and BOARD'S decision on appeal shall be final and conclusive for all purposes.

SECTION 2.0 DEFINITIONS

2.1 **DISTRICT** means Idyllwild Water District.

2.2 **BOARD** means Board of Directors of Idyllwild Water District

2.3 **DISTRIBUTION MAINS** means water lines in streets, highways, alleys, and easements used for public and private fire protection and for general distribution of water.

2.4 **SERVICE OR SERVICE CONNECTIONS** means pipelines and appurtenant facilities such as curb stop, meter and meter box, if any, all used to extend water service from a distribution main to premises. Where services are divided at curb or property line to service several customers, each such branch service shall be deemed a separate service.

2.5 **PUBLIC FIRE PROTECTION SERVICE** means service and facilities of entire water supply, storage and distribution system of DISTRICT, including fire hydrants affixed thereto, and water available for fire protection, excepting house service connections and appurtenances thereto.

2.6 **REGULAR WATER SERVICE** means water service, water and facilities provided for normal domestic, commercial and industrial purposes on a permanent (as opposed to temporary) basis.

2.7 **TEMPORARY WATER SERVICE** means water service and facilities rendered for construction work and other uses of limited duration, and water available therefore.

2.8 **PRIVATE FIRE PROTECTION SERVICE** means water service and facilities for building sprinkler systems, hydrants, hose reels, and other facilities installed on private property for fire protection and water available therefore. Such Private Fire Protection Service is not guaranteed by the District and the District assumes no liability for pressure or volume that may not be adequate for proper operation of such Private Fire Protection Services.

2.9 **PREMISES** means lots or parcels of real property under one ownership, except where there are well-defined boundaries or partitions such as fences, hedges or other restrictions preventing common use of property by several tenants, in which case each portion shall be deemed separate premises. Apartment houses and office buildings and structures of like nature may be classified as single premises.

2.10 **CROSS-CONNECTION** means any physical connection between piping system from DISTRICT service and that of any other water supply that is not, or cannot be, approved as safe and potable for human consumption, whereby water from unapproved source may be forced or drawn into DISTRICT distribution mains.

2.11 **OWNER** means person owing fee, or person in whose name legal title to property, by deed duly recorded in County Recorder's office, or person in possession of property or buildings under claim of, or exercising acts of ownership over same for himself, or as executor, administrator, guardian or trustee of owner.

2.12 **PERSON** means any human being, individual, firm, company, partnership, association and private or public or municipal corporations, United States of America, State of California, County of Riverside, districts, all political subdivisions, governmental agencies and mandatories thereof.

2.13 **COST** means cost of labor, material, transportation, supervision, engineering, and all other administrative overhead expenses.

2.14 **METER EQUIVALENT RATIO (MER)** means a unit of measure using a 5/8" meter as a standard. Meter Equivalent Ratio takes into account meter capacity, fiscal and residential equivalence and cost of service. Following table gives meter equivalent ratios for rate codes in effect:

RATE CODE	METER SIZE	METER EQUIVALENT RATIO
R1	0.625"	0.40
R2	0.750"	0.60
R3	1.000"	1.00
R4	1.500"	2.00
R5	2.000"	3.20
RP	2.000"	3.20
IS	3.000"	6.00

2.15 **UNIFORM PLUMBING CODE** shall be the "CODE" as published by the International Association of Plumbing and Mechanical Officials and shall be the latest edition published and adopted by the County of Riverside as its plumbing code and shall include any applicable provisions of the Fire Code adopted by the County of Riverside.

SECTION 3.0 GENERAL USE REGULATIONS

3.1 **WATER USE** - The BOARD finds that water usage controls and guidelines are necessary to protect public health, safety and general welfare on the basis of the following facts and conditions:

3.1.01 Based on historic water consumption for the area and providing for anticipated new construction development, additional water supplies will be needed to meet increasing demands in future.

3.1.02 Because of its location, DISTRICT is unable to rely, in the event of a water shortage or water emergency, on imported water supplies.

3.1.03 Without DISTRICT wide water conservation efforts, DISTRICT'S ability to serve its customers can be significantly impaired.

3.1.04 Regulations set forth herein are necessary and proper to manage and protect DISTRICT'S water supply for human consumption, sanitation and fire protection in anticipation of a future drought or further water supply reductions or in event of a water emergency condition. Outdoor irrigation is not considered a priority use of District water and may be restricted through specific regulation or the adoption of financial disincentives at any time.

3.2 **WASTE OF WATER PROHIBITED** - Because of its mountaintop location, DISTRICT is unable to rely upon imported water supplies in event of a water shortage or emergency. Water conservation on a continuous basis, therefore, is essential to properly manage and

protect DISTRICT'S water supply to ensure sufficient water for human consumption, sanitation and fire protection. Thus, no water user shall use, permit or cause wasteful and/or inefficient use of water. DISTRICT reserves the right to terminate water service in event water is wastefully or inefficiently used.

3.3 WASTEFUL AND INEFFICIENT USES OF WATER - The following uses of water are hereby determined to be wasteful and inefficient uses of water contrary to public health, safety and general welfare:

3.3.01 Use of water to clean, fill, operate or maintain water levels in decorative fountains unless such water is part of a recirculating system.

3.3.02 Water loss due to leaks left unrepaired.

3.3.03 Uncontrolled irrigation of plants and vegetation.

3.3.04 Washing of vehicles including but not limited to automobiles of all styles, trailers, buses and/or boats, except by use of a bucket and/or hose equipped with a shut-off nozzle.

3.3.05 Any use of water from a fire hydrant, except for fire protection purposes, without express authorization of General Manager of DISTRICT.

3.3.06 Use of any water for any purpose, except as provided herein, which results in flooding or run-off in gutters, driveways and/or streets.

3.3.07 Irrigation and/or sprinkling of unplanted areas or bare earth for dust control without express authorization of General Manager of DISTRICT.

3.3.08 Failing to turn water off at or near water meter on customer side of water meter when a property is left vacant.

3.3.09 The application of potable water to outdoor landscapes during and within forty-eight (48) hours of measurable rainfall.

3.3.10. The irrigation with potable water of ornamental turf on a public street median.

3.4 PUBLIC HEALTH AND SAFETY NOT TO BE AFFECTED - Nothing in these rules and regulations shall be construed to require DISTRICT to curtail supply of water to any customer when such water is required by that customer to maintain an adequate level of public health and safety.

SECTION 4.0 CONDITIONS FOR WATER SERVICE

4.1 RESPONSIBILITY FOR INSTALLATION ON OWNER'S PROPERTY - All facilities installed by DISTRICT on private property for purpose of providing water service shall remain property of DISTRICT and may be maintained, repaired, or replaced by DISTRICT without consent of, or interference by, owner or occupant of property. Property owner shall use reasonable care in protection of facilities. No payment shall be made by DISTRICT for placing or maintaining DISTRICT facilities on private property.

4.2 DAMAGE TO WATER SYSTEM FACILITIES - The owner shall be solely and ultimately liable for any and all damage to DISTRICT'S water system resulting from acts or omissions of owner, and/or owner's tenants, agents, employees, contractors. In the event repairs are undertaken by DISTRICT, owner shall promptly pay, upon presentation of an invoice therefore, all costs and expenses incurred by DISTRICT in making repair or repairs.

4.3 CUSTOMER'S VALVE AT METER - Connections on customer's side of a DISTRICT water meter shall not be permitted without installation of a shut-off valve on discharge side of meter to control flow of water to premises and a check valve to prevent back flow or back siphonage from the customer's property to the District's system. Use of DISTRICT'S service curb stop on the inlet side of a meter by anyone other than DISTRICT-authorized personnel is strictly prohibited. Upon request, DISTRICT may authorize a licensed plumber to operate DISTRICT'S curb stop.

4.4 CROSS-CONNECTIONS PROHIBITED - Cross-connections are any physical connection between DISTRICT'S water system and that of any other water supply that is not, or cannot be, approved by DISTRICT as safe and potable in writing by General Manager of DISTRICT. Where unapproved sources are present, DISTRICT will provide service only with such mechanical devices as are necessary including, but not limited to, back-flow protection devices, to fully protect DISTRICT'S water supply and water system from contamination from other sources.

4.4.1 BACK-FLOW DEVICES REQUIRED - Back-flow protection devices shall be installed on a service to private property whenever General Manager determines such devices are necessary to protect DISTRICT'S water supply and water system from contamination.

4.4.2 COMPLIANCE AND INSPECTION - Cost of testing and inspection shall be paid by owner. A report indicating satisfactory performance of a back-flow prevention device shall be furnished to DISTRICT. DISTRICT reserves the right to test and inspect these devices periodically between annual periods as deemed necessary by General Manager to protect DISTRICT'S water supply and water system. Devices shall be serviced, overhauled, or replaced whenever they are found defective and all costs of repair and/or maintenance shall be the responsibility of the owner.

4.4.3 **SPECIAL CASES** - In special circumstances, when the owner is engaged in handling of especially dangerous or hazardous corrosive substances and/or industrial or process waters, DISTRICT may, upon written notice, require the owner to eliminate certain plumbing or piping connections as an additional precaution and as protection to back-flow prevention devices.

4.4.4 **CHECK VALVES REQUIRED** - As a protection to DISTRICT'S water system, DISTRICT requires a suitable check valve to be installed and maintained by the owner at his expense on all serviced properties.

4.4.6 **RELIEF VALVES REQUIRED** - As a protection to owner's plumbing system, DISTRICT requires a suitable pressure relief valve to be installed and maintained by the owner at his expense on all serviced properties.

4.4.7 **DISCONTINUED SERVICE** - Service of water to any premises may be immediately discontinued by DISTRICT if any defect is found in check valve installation or other protection devices, or if it is found that dangerous unprotected cross-connections exist. Water service will not be restored until such defects are corrected.

4.5 **INTERRUPTIONS IN SERVICE** - DISTRICT shall not be liable for damage which may result from an interruption in service.

4.6 **DISTRICT'S RIGHT TO INSPECT PRIVATE PROPERTY** - District employees, when authorized by General Manager, Field Supervisor or Field Foreman, shall have the right to enter upon private property at reasonable hours for purposes of protecting public health and safety and DISTRICT'S water supply and for access to the DISTRICT'S water system for purposes of operation and/or maintenance of DISTRICT facilities.

4.7 **SERVICE LINES** - OWNERS are solely responsible for maintenance and repair of Service Lines on the discharge side of the water meter.

4.8 **RELOCATION OF WATER SERVICE LINE OR FIRE HYDRANT**

Should a water service line or fire hydrant installed pursuant to the request of the applicant, owner, or customer be of the wrong size or installed at a wrong location; the cost of all changes required shall be paid by the applicant, OWNER, or customer. All water services and fire hydrants provided prior to final street improvements shall be considered temporary and the applicant, OWNER or customer shall pay the costs for all repairs or changes required to be performed by the DISTRICT.

SECTION 5.0 REGULAR WATER SERVICE

5.1 **OWNER OCCUPIED PROPERTY** - Application for regular water service shall be made on DISTRICT'S form AP-IWD-4 "Application for Water Service". The form shall be completely filled out and shall be accompanied by an application fee in amount described in DISTRICT'S current Schedule of Rates, Fees and Charges, and signed by owner(s) of property to be served. Applications for larger than 5/8-inch meters must be supported by County Building & Safety or CODE requirements. Upon acceptance of the application by the DISTRICT, applicant shall be obligated to comply with federal, state and local laws, and all of rules and regulations governing provision of water service of DISTRICT, including payment of all rates, fees and charges for such service.

5.2 **OWNER LIABLE FOR TENANT OCCUPIED PROPERTY** - Application for regular water service shall be made on DISTRICT'S form IWD-1 "Application for Tenant Service". The form shall be completely filled out and shall be accompanied by an application fee in the amount described in the DISTRICT'S current Schedule of Rates, Fees and Charges, and signed by owner(s) or agent of property and tenant. Upon acceptance of application by DISTRICT, tenant shall be obligated to comply with all of the federal, state and local laws, and rules and regulations governing provision of water service of DISTRICT, including payment of all rates, fees and charges for such service.

In event of tenant's failure to make timely payment, the property owner shall assume all financial responsibility for payment of tenant's water service fees, rates and charges.

5.3 **WATER FACILITIES CONNECTION FEE** - Connection fees in the amount described in Appendix A, attached hereto, are adjusted from time to time by the Board of Directors, are established to achieve an equitable method of payment for construction of water facilities required to accommodate new development and to avoid overburdening the existing water system.

5.3.01 Connection fee will be used to build and improve water facilities identified in long range plans of DISTRICT in the manner to be determined by the DISTRICT. The need for a connection fee is related to new residential and commercial development because such new development will cause higher water use in DISTRICT'S area thus creating an increased water demand which can only be accommodated safely with the addition of safe and reliable water facilities.

5.3.02 The amount of a connection fee is established to recover cost of water facilities needed to provide service to developments on which the fee is imposed. The fee is calculated based upon water delivery capacity of the water meter requested in the application for service based on the requirements of the CODE. Estimated total cost of water facilities necessary to accommodate new development is based on "Capacity Charge Formula" described in Appendix A attached hereto. This method constitutes a reasonable allocation of cost to provide necessary water improvements among customer categories

5.3.03 Prior to implementation, an account will be established for a fee specified herein, and funds from that account will be appropriated for identified water facilities.

5.3.04 The water system identified, is in compliance with Standard Waterworks Practice.

5.3.05 A water facilities connection fee in the amount shown in Appendix A attached hereto and adjusted from time to time by the Board of Directors, will be charged for all new single family residential connections. Fire Protection users shall pay a fee based on the Meter Equivalent Ratio (MER) shown in Section 2.14 based on the meter size required by the applicant as determined by calculations from the CODE. Said fee shall be determined from time-to-time by action of the BOARD.

5.3.06 Where water service is to be provided to new structures on a parcel where metered service is already provided, DISTRICT will require payment of a water facilities connection fee if the existing meter is to be replaced with a larger size meter to accommodate the increased demand. The water facilities connection fee shall be the difference between the current fee for the exiting meter size and the current fee for the proposed meter size.

5.3.07 DISTRICT may, at its sole discretion, accept facilities in lieu of a facilities connection fee. For purposes of this section, "Facilities" means public water facilities infrastructure required, or anticipated to be required, to properly support development within Idyllwild area and does not include any facility, structure or improvement to be constructed or installed on private property.

5.3.08 The value of facilities to be credited toward connection fees shall be documented and shall be the reasonable cost of constructing facilities. Credit allowed shall not include incidental costs of financing or legal costs. Acceptance by DISTRICT of facilities in lieu of connection fees shall be effectuated only pursuant to a written agreement entered into between DISTRICT and owner or developer in advance of acceptance and/or construction of facilities.

5.3.09 In the event the allowable value of facilities to be accepted exceeds connection fee due from owner or developer, the connection fee may be waived. Credit for allowable value of facilities to be accepted by DISTRICT in lieu of connection fees may not be carried over to other projects by owner or developer except by specific written agreement as approved by BOARD and entered into in advance of acceptance and/or construction of such facilities. Any such agreement shall specify particular property to which the credit will apply.

5.3.10 Any excess allowable value over connection fees, whether or not future credit is allowed therefore, may not be sold, assigned or otherwise conveyed.

5.3.11 Future credit for allowable value in excess of connection fees then due is not reimbursable to owner or developer except as credit toward connection fees due DISTRICT. Such credit will be automatically cancelled and extinguished unless used within five years of the date upon which DISTRICT has approved the credit.

5.4 **UNDERTAKING OF APPLICANT** - Each application will state owner's agreement and intention to comply with this and all other rules, regulations, ordinances, practices or laws relating to regular water service and to make payment for water service received on terms and conditions established by DISTRICT, and must be signed by the applicant.

5.4.01 As permitted by law, the DISTRICT may require of an applicant, OWNER, or customer a credit check or such a deposit, if deemed necessary by reason or estimated future water and billings or if there is an instance or instances of monthly delinquency. Such amount shall not be less than the estimated cost of water, sewer, and service for a one month-period or such other amount as determined by the Manager or BOARD. Deposits may be returned after one (1) year at the request of the applicant, owner, or customer; providing that all bills rendered during the succeeding twelve (12) month period have been paid within fifteen (15) days of presentation. A deposit determined by the DISTRICT will be required for all construction water meters. Upon termination of service, deposit amounts not previously returned shall be applied to the final utility bill and any remaining amount refunded to the applicant, OWNER or customer.

5.5 **PAYMENT FOR PREVIOUS SERVICE** - No application for regular water service will be accepted until all other accounts in name of applicant or applicant's tenants have been paid in full.

5.6 **INSTALLATION OF METERS** - Regular water service meters shall only be installed at locations designated by DISTRICT. Meters shall be installed within public rights-of-way, or on private property subject to granting of a permanent easement for ingress, egress and maintenance purposes without cost to, and in favor of, DISTRICT.

5.7 **CHANGES IN OWNER'S OR CUSTOMER'S EQUIPMENT** - Owners or customers making any material change in size, character or extent of equipment or operations utilizing water service, or whose change in operations results in a substantial increase in use of water, shall immediately give DISTRICT written notice of nature of change and, will be requested, if necessary, to amend their application.

5.8 **SIZE AND LOCATION** - DISTRICT reserves the right to determine the size of service connections and their location with respect to boundaries of premises to be served. Laying of owner's pipeline to curb shall not be done until location of service connection has been approved by DISTRICT.

5.9 **CURB STOP** - Every service connection installed by DISTRICT shall be equipped with a curb stop on inlet side of meter. Such curb stop is intended for exclusive use of DISTRICT in controlling water supply through the service connection pipe. If curb stop is damaged by owner's, customer's, or contractor's use to an extent requiring replacement, such replacement shall be made by DISTRICT at owner's expense. Replacement charges by DISTRICT shall be at cost plus twenty percent (20%). Owner may use installed customer's valve on discharge side of meter.

5.10 **PROHIBITION ON MULTIPLE WATER SERVICES** - Each house, building and/or lot within DISTRICT shall have its own separate water service and meter. A single water service connection shall not be used to supply adjoining property or structures under different ownership or to supply property or structures under same ownership but located across a property line. No more than one service connection shall be approved or permitted for domestic or commercial supply to any building or structure, unless previously approved by the General Manager, in writing. When a parcel of property served by DISTRICT water is subdivided, the DISTRICT service connection shall be deemed a part of lot or parcel to which it directly enters. The remaining parcel or lot or parcels or lots shall each apply to DISTRICT for new water service, if such service is desired.

5.11 **SERVICE CONNECTIONS** - Service connections extending from a water main to customer's valve, and including meter, meter box, and curb stop shall be maintained by DISTRICT. All pipes and fixtures extending or lying beyond the customer's valve shall be installed and maintained by the owner(s) of the property.

5.12 **INSPECTION OF OWNER'S WATER LINES** - Inspection of meter connection on the owner's side of the meter shall be made by DISTRICT personnel.

5.12.01 Service Location to Meter Connection - Water lines of not less than 3/4-inch diameter of a material permitted by Uniform Plumbing Code shall be installed by owner or owner's agent, from service locations to meter locations at a minimum depth of 18 inches, and shall be completely back filled to the meter

location, depth to be inspected and approved by DISTRICT before the area is back filled.

5.12.02 Furnishing of Materials - All materials needed to make connections to a customer service valve shall be furnished by owner or owner's agent.

5.12.03 Pressure Regulator - An approved type of pressure regulator, of not less than 300 psi maximum working pressure, shall be installed and maintained by owner in such manner that it is fully protected from freezing and easily available for adjustment, repair, or replacement. A relief valve shall be installed as required by CODE.

5.12.04 CODE Requirements - Installation of water lines shall, in all cases, conform to CODE.

5.13 LIABILITY FOR WATER LOSS - DISTRICT shall not be responsible for loss of water on the customer's side of the water meter, unless caused by a faulty meter connection made by DISTRICT. Owner shall not be excused from paying for such water in a timely manner.

5.13.01 In the event a customer has an extraordinary loss, DISTRICT will, at the customer's request, reduce the rate charged for the water during the one billing period of the loss to the second lowest tier rate in effect at that time, however, such reduction may not be requested more than once in any four-year period.

5.14 VOLUNTARY SUSPENSION OF WATER SERVICE - [repealed]

5.15 VOLUNTARY TERMINATION OF WATER SERVICE FOR VACANT PARCELS - Water service to a vacant parcel may be terminated at the request of the owner. Said request must be made in writing and will be reviewed by the General Manager. The account must be paid in full, including any DISTRICT liens placed on the parcel. If approved, this voluntary termination of water service means that meters located on approved voluntarily terminated parcels will be removed. To restart water service the current owner of the parcel shall apply for a new service and be subject to any and all then current fees for beginning a new water service. Parcels approved for voluntary termination shall be considered as unimproved and are subject to DISTRICT Standby Assessments.

5.16 INVOLUNTARY TERMINATION OF WATER SERVICE - Water service may be refused or terminated by DISTRICT for any of following reasons:

5.16.01 For failure to fully pay water bills in a timely manner upon notice as provided in these rules.

5.16.02 For any other violation of these rules and regulations.

5.16.03 To protect public health and safety.

A termination under section 5.16.02 and 5.16.03 may be temporary until the problem is corrected, or permanent.

5.17 **TURN-ON AND TURN-OFF FEES** - A turn-on fee in amount described in DISTRICT'S current Schedule of Rates, Fees and Charges may be required of all new customers where a water meter is installed on property. If service has been terminated due to non-payment or misuse, provisions of Section 10.0 will prevail. A turn-off fee in amount described in DISTRICT'S current Schedule of Rates, Fees and Charges shall be assessed if water to customer's property has been terminated by DISTRICT. If however, the curb stop on DISTRICT'S side of meter has been closed by customer because of an emergency as defined in Section 1.7, a turn-on fee may be waived by General Manager if he deems the turn-off was justified.

SECTION 6.0 PRIVATE FIRE PROTECTION SERVICES

6.1 **DEFINITION** - Private fire protection service means water service and facilities for building sprinkler systems, hydrants, hose reels and other facilities installed on private property for fire protection and water available therefor.

6.2 **PAYMENT OF COST** - Applicants for water service for privately-owned and maintained fire protection systems shall comply with the following additional requirements.

6.2.01 Applicants for private fire protection water service shall arrange and pay for installation of a service lateral from DISTRICT'S distribution main to privately-owned property, including cost of a detector check meter or other suitable and equivalent device, a valve, and a meter box. Detector check meter or equivalent device, valve, backflow device and meter box shall become property of DISTRICT upon installation, although all costs and expenses associated with maintenance of such equipment shall be paid by applicant.

6.2.02 Water Facilities Connection Fee - Owners of property benefited by private fire protection facilities connected to DISTRICT'S water system shall also pay DISTRICT'S Water Facilities Connection Fee as described in Appendix A attached hereto.

6.3 **CROSS-CONNECTIONS PROHIBITED** - Private fire protection systems connected to DISTRICT'S water system shall not be connected to any other water system, public or private without prior written approval of General Manager. Installation of an approved backflow prevention device is required by the DISTRICT.

6.4 **PROHIBITION AGAINST USE OF WATER** - Water from private fire protection systems shall only be used for testing and to fight fires. Use of water from such systems for any other purpose is strictly prohibited. Private fire protection systems may be tested and DISTRICT water may be used for such purposes provided that DISTRICT is given advance notice of such testing and provided the amount of water used for testing purposes is measured for billing purposes.

6.5 **UNAUTHORIZED USE** - Any water used that is not authorized by DISTRICT shall be charged, and paid, at double rate provided for in preceding paragraph. In addition, DISTRICT reserves the right to disconnect a private fire protection system from DISTRICT'S water system.

6.6 **WATER RATES** - Owner of a private fire protection system shall pay a monthly service charge in an amount specified in DISTRICT'S current Water Rates. Water used to fight fires shall be made available at no charge. Water used for testing purposes or other DISTRICT authorized use shall be charged in an amount specified by the General Manager of DISTRICT consistent with the charge for other similar commercial uses.

6.7 **MAINTENANCE** - Property owner shall be solely responsible for maintaining a private fire protection system. Any and all seals placed upon the system by DISTRICT shall not be tampered with, broken or removed.

6.8 **VIOLATION OF AGREEMENT** - If water is used from a private fire service in violation of agreement or of these rules and regulations, DISTRICT may, at its option, discontinue and/or remove service.

6.9 **LIABILITY** - By approving applications for water service or otherwise agreeing to provide water for fire protection purposes, DISTRICT assumes no liability or responsibility for loss or damage to private property resulting from, occasioned by or otherwise related to, lack of water or pressure (either high or low). DISTRICT reserves the right to interrupt, without prior notice, water service for fire protection purposes to make repairs, for construction purposes, in the event such interruption is necessary to protect public health and safety, or for any other District activity which may require service disruption.

6.10 **FIRE SERVICE CONNECTIONS** - The following rules shall apply to fire service connections.

6.10.01 Meter - If DISTRICT does not require a meter, and if water is used through a fire service connection for any other purpose than extinguishing of fires, DISTRICT shall have the right in addition to charging for such pursuant to Section 6.2, to cause a meter to be placed on fire service, at owner's expense, or shut off entire water supply from such premises.

6.10.02 Other Water Service Connections - DISTRICT, at its sole option, may connect to a service lateral provided for private fire protection system to provide metered residential, commercial or industrial water service to other points on the same property protected by private fire protection system.

6.10.03 Check Valve - DISTRICT reserves the right to install, at property owner's sole cost and expense, a check valve and by-pass water meter.

6.10.04 Minimum/Maximum Diameters - Minimum diameter for fire protection service shall be two inches for commercial and industrial and as determined by the CODE for domestic; and maximum diameter shall be not more than diameter of main to which service is connected.

SECTION 7.0 PUBLIC FIRE PROTECTION

7.1 **USE OF FIRE HYDRANTS** - Fire hydrants are ONLY for use by DISTRICT or fire protection agencies. Other parties desiring to use fire hydrants for any purpose must first obtain written permission from DISTRICT prior to use and shall operate hydrants in accordance with all oral and written instructions issued by DISTRICT. Unauthorized use of fire hydrants shall be reported to sheriff and unauthorized users shall be prosecuted to the fullest extent of law.

7.2 **RELOCATION OF FIRE HYDRANTS** - When a fire hydrant has been installed in a location specified by proper authorities, DISTRICT has fulfilled its obligation. If a property owner or other party desires a change in size, type or location of hydrants, such owner or party shall bear all costs of such changes, without reimbursement. Any such change shall also be approved by all governing jurisdictions prior to any change.

SECTION 8.0 NOTICES

8.1 **NOTICES** - Notices to property owners and/or customers will be given in writing and either delivered (if within the DISTRICT boundaries) or mailed to the most current billing address maintained in DISTRICT'S books and records. It is owner's or customer's responsibility to inform DISTRICT of any change in their billing mailing address or telephone number. Acceptance of water service by the customer will indicate agreement with this noticing procedure.

SECTION 9.0 METERS

9.1 **METER INSTALLATION AND FEE** - Meters shall be installed by DISTRICT at curb line or property line and shall be owned by DISTRICT. DISTRICT requires payment of a meter installation fee prior to construction of a new water service and installation of a meter. Meter installation fee covers actual cost of constructing service line and furnishing and installing water meter. Meter installation fees are established from time-to-time by the BOARD.

9.2 **RELOCATION/SIZE CHANGE OF METERS AND FEE** - Cost of meters relocated or moved due to change in curb-line or property line and/or at request and for convenience of owner shall be paid in full by owner. DISTRICT requires payment of a meter relocation /size change fee based on hours of DISTRICT employees and cost of materials used. An internal work order shall be prepared stating work to be done and estimated costs. After completion of work, DISTRICT personnel will submit a completed work order to DISTRICT office. An invoice will be prepared and billed to owner for time and material costs associated with the job plus twenty percent (20%) for overhead and administrative costs.

9.3 **NON-REGISTERING METERS** - If a meter is found to be not registering, charges for service shall be at the minimum monthly rate or based on estimated usage, whichever is greater. Such estimates shall be made from records of previous usage for a comparable period or by such other method as is determined by General Manager of DISTRICT. Said decision shall be final.

9.4 **LOCKED METERS** - All services which are locked by DISTRICT shall not be altered or unlocked except by an authorized representative of DISTRICT.

9.5 **DAMAGE TO METERS** - DISTRICT reserves the right to set and maintain a meter on any service connection. Owner shall be held liable, however, for any damage to meter due to their negligence or carelessness.

9.6 **METER TAMPERING** - Tampering with meters or any other DISTRICT equipment will result in termination of water service to the offending property.

SECTION 10.0 DISCONTINUANCE OF SERVICE

10.1 **SERVICE REFUSED OR DISCONTINUED** - Water service may be refused or discontinued to any premise for the following reasons:

10.1.01 Where apparatus or appliances are in use which might endanger or disturb service to other customers.

10.1.02 Where there exists a cross-connection in violation of DISTRICT rules and regulations or Federal, State or local laws.

10.1.03 Where there exists an extreme case of wasting water.

10.1.04 For non-compliance with these rules and regulations or any other resolution, ordinance or law relating to water service.

10.1.05 To protect DISTRICT, if necessary.

10.1.06 New service may be refused when insufficient water supplies or facilities exist as determined by action of the BOARD.

10.1.07 When meter tampering has occurred.

10.1.08 When removal or tampering of any locking device has occurred.

10.1.09 Not used.

SECTION 11.0 WATER RATES

11.1 **BASIC MONTHLY CHARGES** - Basic monthly service charges for furnishing water within boundaries of DISTRICT are established from time-to-time by the BOARD. Monthly service charge is applicable to all metered services, whether or not there is any actual water used by metered property.

11.2 **MONTHLY RATES** - Rates to be charged and collected by DISTRICT for water supplied through meters within boundaries of DISTRICT area are established from time-to-time by action of the BOARD.

11.3 **CONSTRUCTION WATER RATE** - All construction water shall be metered, using a DISTRICT meter, and sold at rate established from time-to-time by the BOARD. A deposit of \$600.00 may be required before a DISTRICT meter is issued for construction purposes. A meter deposit will be returned once DISTRICT has received its meter back from user and payment has been received for water used. Damage to DISTRICT'S meter shall cause user to forfeit his right to return of deposit. In addition, a hydrant meter hook-up or unhook fee in an amount described in DISTRICT'S current Schedule of Rates, Fees and Charges, will be charged where DISTRICT personnel are needed to hook-up or unhook the meter to a hydrant.

SECTION 12.0 PERMITS AND FEES

12.1 **GENERAL PROVISION** - Water system facilities, whether for water production, storage or distribution, shall be designed in accordance with DISTRICT'S criteria and specifications and recommended by DISTRICT'S Engineer and approved by General Manager. Applicant shall be required to provide "as built" drawings of all such installations.

12.2 **WILL SERVE LETTER** - A water will serve letter will be furnished to applicants upon request, unless the DISTRICT is in a Stage of its Water Shortage Contingency Plan the limits the issuance of meters due to water supply shortage conditions. Said letter will state that applicant's parcel is within DISTRICT boundaries and regular water service will be provided subject to terms and conditions contained therein and subject to these Rules

and Regulations for Water Service. The Will Serve Letter will be valid for 18-months from the date of issuance.

12.3 **PLAN CHECK** - Applicants for regular water service for new development who propose to design and construct water facilities, title to which will be conveyed to DISTRICT, shall submit detailed plans and specifications of such facilities to DISTRICT for Plan Check. Plans submitted to the DISTRICT for review shall be prepared by a registered civil engineer of California.

12.4 **PLAN CHECK FEE** - Within Five (5) business days after submittal of applicant's plans and specifications, DISTRICT shall notify applicant of estimated cost of reviewing them, which cost shall be paid in advance by applicant to DISTRICT. As used herein, "estimated cost" shall mean estimated actual cost of reviewing plans and specifications, plus an administrative fee of twenty percent (20%) of estimated actual cost. Upon receipt of estimated amount, DISTRICT shall commence its review of plans and specifications. At conclusion of its review, DISTRICT shall prepare an invoice to be delivered to applicant reflecting total Plan Check Fee to be paid by applicant. As used herein, "Plan Check Fee" shall mean total actual costs incurred by DISTRICT in reviewing plans and specifications, plus 20% thereof. Upon payment of Plan Check Fee, applicant's plans and specifications will be released to applicant. In event estimated fee deposited in advance is greater than actual fee, applicant shall receive a refund of excess. In event corrections are required and plans and specifications are resubmitted to DISTRICT, additional costs expected to be incurred by DISTRICT shall be estimated and paid (or refunded) as provided for above.

12.5 **CHANGE OF OWNERSHIP FEE** - A fee established from time-to-time by the BOARD will be charged to new owners/lessees of a property within the DISTRICT upon transfer of ownership. This fee may be waived in the event of death of current owner when ownership will be legally granted to a surviving family member or trustee. It is the current owner's responsibility to ensure that the DISTRICT is informed of any change in ownership. Base and water use charges will be prorated to the new owner the day escrow closes or the day of ownership transfer.

12.6 **CONSTRUCTION INSPECTION** - All construction activities concerning water facilities to be conveyed to DISTRICT shall be continuously inspected by DISTRICT or its representative. Actual cost and expense of providing inspection services, plus an administrative fee of Twenty percent (20%), shall be estimated and paid by applicant, in advance. In event advance payment is not exhausted at conclusion of final inspection, remaining sum shall be refunded to applicant. In event advance inspections deposit is exhausted and further inspection services are required, applicant shall make an additional deposit plus Twenty percent (20%), with DISTRICT before additional inspections will be authorized.

12.7 **OVERTIME INSPECTION** - Inspection services on weekends, holidays and before or after business hours may be provided if advance notification is given and inspectors are available. All additional costs for weekend, holiday and overtime inspection shall be paid for in advance.

12.8 **CONSTRUCTION AND MAINTENANCE BONDS** - All construction shall be secured by DISTRICT approved bonds or DISTRICT approved irrevocable letters of credit for One Hundred Ten percent (110%) of DISTRICT'S estimate of cost of a project. All completed construction shall be secured by DISTRICT approved maintenance bonds or DISTRICT approved irrevocable letters of credit for One Hundred Ten percent (110%) of actual construction costs (as verified by DISTRICT prior to acceptance of project by DISTRICT). Maintenance bonds shall be effective for a minimum of Twelve (12) months following DISTRICT'S date of acceptance of project.

13.0 WATER SERVICE BILLING PROCEDURES

13.1 **TERMS AND CONDITIONS FOR PROVIDING WATER SERVICE** - For all retail, residential, commercial, and institutional customers, the following terms and conditions shall be applicable:

13.1.01 All special conditions of service set forth in appropriate rate schedules for respective type of service covered by and provided for in these rules and regulations, including, but not limited to, payment of monthly bills without delinquency.

13.1.02 All conditions of service set forth in DISTRICT'S Application for Water Service (Standard Form AP-IWD-4) - which becomes a service agreement when signed by applicant/customer for residential, institutional, or commercial service.

13.2 GENERAL INFORMATION

- a. Water service billings are due and payable upon presentation and are considered delinquent if not paid by specified due date on the monthly billing form.
- b. The billing period is currently on a monthly basis; however, DISTRICT reserves right to change the billing period to any period but no less than twenty-five (25) days.
- c. Water meters are read as nearly as possible on the same day of each billing period.
- d. Water billings may be paid by mail addressed to Idyllwild Water District, Post Office Box 397, Idyllwild, CA 92549 or in person at the DISTRICT Office located at 25945 Highway 243, Idyllwild, CA 92549. Bills may also be paid on-line using the bill payment portal on the DISTRICT'S website.

- e. Separate water service bills are issued for each water meter.
- f. Customers will be able to establish and maintain a satisfactory credit rating with DISTRICT by continuing to pay monthly DISTRICT bills for water service without more than one (1) delinquency, involving Forty-Five (45) days or less, in any Twelve (12) month period; and;
- g. Failing to maintain a satisfactory credit rating by being delinquent in payment of monthly billings for service Two (2) or more times during any Twelve (12) month period or by having a single delinquency for a period of more than Forty-Five (45) days, may result in the involved customer being required to pay an applicable delinquent charge (in addition to paying then unpaid balance due and payable).
- h. If payment is not received within twenty-five (25) days after presentation of the bill, a late charge will be levied on any unpaid balance and, following such notice and proceedings as may be required by law, the water and/or service may be discontinued. Water and/or service shall not again be supplied until all delinquent bills, plus a restoration charge, which is established by the BOARD have been paid; if the turn-on is requested to be made outside regular working hours, an increased restoration charge shall be paid before service is restored. Payment may be made electronically, in person or by mail at the office of the DISTRICT or, at the option of the DISTRICT to its authorized collectors.

13.3 LIENS AND CHARGES - For owner occupied property or property which is, or was, occupied by a tenant or other occupant, property owner is responsible for unpaid rates, fees and charges. A lien may be placed against property pursuant to these rules and regulations and California Water Code, Sections 31701.5 et seq for all unpaid bills. No resumption of service shall be made until all unpaid bills have been paid in full, together with a turn-on fee as required by rules and regulations. After property has remained on lien status for six months, meter shall be removed and associated monthly charges stopped. In order to resume service to a lien property where the meter has been removed, the DISTRICT must receive payment in full of all outstanding fees and charges. In addition, a payment may be required as a reconnect fee as specified in DISTRICT'S current Schedule of Rates, Fees and Charges.

13.4 WATER SERVICE BILLING TO TENANTS - Property owners who require tenants to pay water bills may, upon execution of DISTRICT'S standard form IWD-1 "APPLICATION FOR TENANT SERVICE", have tenant billed for water service; provided, however, that such a procedure shall not relieve property owner of responsibility to pay delinquent billings.

13.5 **NOTICE OF TERMINATION** - In the event a water service account is delinquent, DISTRICT shall first give notice of such delinquency and impending termination of water service at least Fifteen (15) calendar days prior to proposed termination, by means of a notice mailed (which may include Form AP-IWD-13) to the customer to whom service is billed. Mailed notice may be sent by registered mail or U.S. mail postage prepaid.

13.5.01 Each time a customer is delinquent Two (2) times or more during a Twelve month period or by having a single delinquency for a period of more than Forty-Five days, owner/customer may be required to pay a delinquent fee in amount described in DISTRICT'S current Schedule of Rates, Fees and Charges.

13.5.02 At least Forty-Eight (48) hours prior to termination of service, DISTRICT shall make an effort to contact a responsible person residing at premises or owner of property by telephone or in person.

13.5.03 In event DISTRICT has not received a timely response for payment, water service shall be terminated and a turn-off/turn-on fee in amount described in DISTRICT'S current Schedule of Rates, Fees and Charges shall be charged.

13.6 **EXCEPTIONS TO TERMINATION** - DISTRICT shall not terminate residential water service for non-payment in any of the following situations:

- a. During the pendency of an investigation by the DISTRICT of a customer dispute or complaint.
- b. When a customer has been granted an extension of time for payment of a bill.
- c. On certification of a licensed physician that to do so would be life threatening to customer.
- d. When a customer is financially unable to pay for water service within normal payment period and is willing to enter into an amortization agreement with DISTRICT Pursuant to Section 13.8 below with respect to all charges that customer is unable to pay prior to delinquency.

13.7 **REVIEW OF BILLING, APPEAL** - Any residential customer who has (A) initiated a complaint or requested an investigation within Five (5) days of receiving a disputed bill, or (B) who has, made a request for extension of payment period of a bill claimed to be beyond ability of customer to pay in full during the normal period shall be given an opportunity for a complaint review investigation or request by DISTRICT. Any customer whose complaint or request for an investigation has resulted in an adverse determination by General Manager may appeal to BOARD.

13.8 AMORTIZATION OF PAYMENT - Review of a complaint or request for an investigation may include consideration of whether customer shall be permitted to amortize the unpaid balance of a delinquent account over a reasonable period of time, not to exceed Twelve (12) months. However, any customer meeting requirements of Section 13.6 (c) above shall, upon request, be permitted to amortize, over a period not to exceed Twelve (12) months, unpaid balance of any bill claimed to be beyond means of customer to pay within normal period for payment and water service shall not be terminated for any customer who complies with an amortization agreement, if customer also keeps account current as charges accrue in each subsequent billing period. If a customer fails to comply with an amortization agreement, DISTRICT shall commence termination by giving Forty-Eight (48) hours written notice (with an effort to contact a responsible resident adult) to customer stating conditions customer is required to meet to avoid termination. Such notice does not entitle customer to further investigation by DISTRICT, and if the conditions of notice are not satisfied within Forty-Eight (48) hours water service shall be terminated.

13.8.01 Monthly charges in an amount described in DISTRICT'S current Schedule of Rates, Fees and Charges will be charged on all delinquent water service accounts, beginning Twenty-five (25) days after such accounts become delinquent and continuing for three (3) delinquency periods, after which meter shall be removed or locked, and not reinstalled or unlocked until after all charges have been satisfied. No further delinquency charges shall be added after meter has been removed or locked.

13.8.02 All water service to any customer (through all his/her service connections) will be subject to being discontinued by DISTRICT if said customer has over a Three (3) month delinquent water account owing DISTRICT. Once an "Order to Discontinue Service" has been processed, a reconnection fee as described the District's Schedule of Rates, Fees and Charges, together with entire amount of account balance then due and payable in addition to any turn-on/turn-off fees, must be paid as a prerequisite to continuation or restoration (in the event service has been discontinued) of service. All payments for continuation or restoration of service shall be made prior to such restoration or continuation of service by cash or personal check payable to Idyllwild Water District. DISTRICT reserves the right to require cash payments only from owners/customers who have previously submitted checks for payment, but were subsequently returned by bank for whatever reason. DISTRICT field employees are not authorized to receive payments from owners/customers for any reason or at any time.

13.9 TERMINATION OF WATER SERVICE FOR NON-PAYMENT - All water service applicants and customers of DISTRICT are referred to Section 5.16 of these rules and regulations, which specifies terms and conditions pursuant to which DISTRICT will initiate action to terminate water service for non-payment of DISTRICT water rates, fees and charges.

13.10 **SERVICE DISCONNECT/RECONNECT FEES** - Water service that has been involuntarily terminated for any reason shall be assessed an turn-off fee in an amount specified in DISTRICT'S current Schedule of Rates, Fees and Charges, which fee shall be collected before water service may be resumed, at which time a water service turn-on fee in same amount shall also be paid.

13.11 **WATER BILLINGS** - The owner of property served by DISTRICT is solely and ultimately responsible for payment of all water bills for water service rendered to owner's property. Thus, owner is fully responsible for payment of water bills incurred by tenants and other occupiers of owner's property who use water supplied by DISTRICT.

13.12 **LOCKED METER CHARGE** - When a meter has been locked for any infraction of DISTRICT rules and regulations, there shall be a turn-on or turn-off fee in an amount specified in the DISTRICT'S current Schedule of Rates, Fees and Charges. All outstanding bills, plus turn-off and turn-on fees, in addition to any other applicable charges owed DISTRICT, shall be paid prior to restoring water service.

13.13 **TURN-ON AND TURN-OFF FEE** - A fee in an amount specified in DISTRICT'S current Schedule of Rates, Fees and Charges shall be made for a turn-on/turn-off service at meter for emergency purposes or at request of owner or customer. DISTRICT shall, upon request, during regular business hours, shut off supply of water for emergency purposes at curb stop. Payments for turn-on/turn-off fees shall be made at DISTRICT'S business office during regular business hours (8 am to 5 pm). This charge may be waived by General Manager at his discretion.

13.14 **RETURNED CHECK CHARGE** - Checks received for payment that are returned to DISTRICT due to insufficient funds shall be promptly made good by issuer, who shall also concurrently pay to DISTRICT a returned check charge in amount specified in DISTRICT'S current Schedule of Rates, Fees and Charges.

13.15 **DELINQUENT ACCOUNT SERVICE CHARGE** - Accounts not paid on or before the specified due date in which they become delinquent may be subject to a penalty charge per month in an amount specified in DISTRICT'S current Schedule of Rates, Fees and Charges, in addition to any other charges set forth in these rules and regulations. Payments for delinquent accounts shall be made at DISTRICT'S business office during regular business hours (8 am to 5 pm).

13.16 **COLLECTION OF UNPAID BILLINGS** - Whether or not water service is terminated, DISTRICT reserves the right to initiate legal proceedings to collect unpaid water bills. As prevailing party in any such litigation, DISTRICT shall be entitled to recover interest on award as well as reasonable attorney's fees and court costs. If water bills remain unpaid, DISTRICT retains the right to proceed with legal actions by placing a lien against subject property pursuant to California Water Code Sections 31701.5 et seq., and if service has been previously terminated, no resumption of service shall be made until all unpaid bills have been paid in full.

13.17 **FALSIFICATION** - Any PERSON who knowingly makes any false statement, representation, record, report, plan or other document filed with the DISTRICT or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this regulation, shall violate these Rules and Regulations.

13.18 - **SEVERABILITY** - If any section, subsection, clause, or phrase of these Rules and Regulations is for any reason held to be invalid or unconstitutional, such decision shall not affect the remaining portions of these Rules and Regulations. The Board declares that it would have passed said Rules and Regulations by section, subsection, sentence, clause, or phrase thereof

APPENDIX A
IDYLLWILD WATER DISTRICT
WATER FACILITIES CONNECTION FEE

The addition of new connections to water system creates an additional demand that can exceed the capacity of existing facilities and require construction of new water supply and storage facilities. The Water Facilities Connection Fee (Connection Fee) is established to recover the cost of additional facilities which will be required to meet the additional demand that new connections place on the system and to fairly apportion the cost of the new facilities to new and/or additional development. The fee for a 1-inch water meter service is established as the basic charge and different meter sizes are apportioned based on the AWWA Meter Size Ratio. The 1-inch meter Connection Fee is established as follows:

1. A 1-inch meter has a capacity of 50 gallons per minute (gpm)
2. Average use of a 1-inch meter is 250 gallons per day (gpd), 0.17 gpm with a peak fire demand usage of 50 gpm for 2-hours (6,000 gallons).
3. The average new well produces 10 gpm or 14,400 gpd.
4. One well could supply 57, 1-inch meters if coupled with storage of 20,250 gallons (6,000 gallons of fire storage plus 14,250 gallons of operational storage (57 meters X 250 gallons/day/meter)).
5. The District maintains emergency storage for 9-days or 2,250 gallons (9-days X 250 gallons/day).
6. Total storage requirement for a 1-inch meter is 2,600 gallons (2,250 emergency storage + 350 gallons (fire + operational) storage).
7. One well costs approximately \$100,000 to drill and equip or \$1,754 per 1-inch meter
8. The most recent storage tank cost is \$2.00 per gallon or \$5,200 per 1-inch meter.
9. Water facilities connection fee for a 1-inch meter is total of \$1,754 and \$5,200 or \$6,954.
10. Water facilities connection fee shall be adjusted for the other various water meter sizes based on the AWWA Meter size Ratio:

APPENDIX A
IDYLLWILD WATER DISTRICT
WATER FACILITIES CONNECTION FEE

<u>Meter Size</u>	<u>Connection Fee</u>
0.625-inch meter	\$2,782.00
0.75-inch meter	\$4,172.00
1.00-inch meter	\$6,954.00
1.50-inch meter	\$13,908.00
2.00-inch meter	\$22,253.00
3.00-inch meter	\$41,724.00
4.00-inch meter	\$69,540.00
6.00-inch meter	\$139,080.00

RESOLUTION NO. 740

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE IDYLLWILD WATER DISTRICT, RIVERSIDE
COUNTY, CALIFORNIA, RESCINDING RESOLUTION 498
AND ESTABLISHING REVISED WATER RULES AND
REGULATIONS OF THE IDYLLWILD WATER DISTRICT**

WHEREAS, the Idyllwild Water District is a County Water District organized and existing under the County Water District Law (California State Water Code Section 30000, et al), and all of the lands within the boundaries of said District are located in the County of Riverside, State of California; and

WHEREAS, Section 31024 of the California Water Code empowers the District to establish, print and distribute equitable Rules and Regulations for the distribution of water; and

WHEREAS, California Water Code Section 375 authorizes a water supplier to adopt and enforce a comprehensive water conservation program to reduce water consumption and conserve supplies; and

WHEREAS, by adoption of Resolution No. 498 on June 17, 1997, the Board of Directors adopted Rules and Regulations for Water Service; and

WHEREAS, from time to time, the District reviews and proposes changes to its Rules and Regulations for Water Service. The proposed changes have been made to update the Rules and Regulations for Water Service to conform to recent changes in the law, to propose consistency and conforming nomenclature throughout the document, and update definitions.

WHEREAS, a public meeting has been held upon notice duly given of the time and place thereof, and at the time set, all persons interested were given an opportunity to be heard concerning any matters set forth in the proposed changes to its Rules and Regulations for Water Service; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT AS FOLLOWS:

Section 1. Resolution No. 498 be and hereby is rescinded in its entirety.

Section 2. That the Rules and Regulations of the Idyllwild Water District for Water Service with appendices, attached hereto as Exhibit A and incorporated herein by this reference and made a part hereof, are hereby approved and adopted.

Section 3. The Board of Directors hereby finds the Rules and Regulations for Water Service (Rules and Regulations) were determined to be exempt from the California

Environmental Quality Act (CEQA), qualify as Class 7 and 8 categorical exemptions, and have been determined to be exempt pursuant to CEQA Guidelines 15307 and 15308.

Section 4. If any section, subsection, sentence, clause or phrase of the Resolution is, for any reason, found to be invalid or unconstitutional, such finding shall not affect the remaining portions of this Resolution. The Board of Directors hereby declares that it would have passed this Resolution by section, subsection, sentence, clause or phrase, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases are declared unconstitutional.

Section 5. To the extent that the terms or provisions of this Resolution may be inconsistent or in conflict with the terms or conditions of any prior District resolutions or motions governing the same subject matter thereof, such inconsistent and conflicting provisions of prior resolutions or motions are hereby repealed.

Section 6. That the provisions of this Resolution shall become effective upon adoption.

Section 7. That said Rules and Regulations shall be certified by the Secretary of the District, and the Secretary is hereby ordered and directed to publish a summary of the amendments with the names of those voting for and against the Resolution or publish the Resolution with Exhibit A, together with the internet address and physical location where the complete text of the amended Rules and Regulations may be viewed, once a week for two weeks in a newspaper of general circulation published in Riverside County, California, pursuant to the California Water Code.

ADOPTED, SIGNED AND APPROVED this 21 day of June, 2017.

IDYLLWILD WATER DISTRICT

By _____
Dr. Charles Schelly, President
Board of Directors, Idyllwild Water District

ATTEST:

By _____
Erica Gonzales, Secretary

CERTIFICATION

I, the undersigned, hereby certify that I am the Secretary of the Idyllwild Water District, a county water district of the State of California; that the foregoing is a full and correct copy of Resolution No. 740 of said District, and that at a meeting held on the 21 day of June, 2017, the Resolution was duly adopted by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By _____
Erica Gonzales, Secretary

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #3 – General Manager to Declare “NO STAGE” under Ordinance 64

Information: As a result of weather conditions this year, all of the conditions in Ordinance No. 64, Section 3 have been satisfied to move to “NO STAGE.”

Background: Section 3 of Ordinance No. 64 reads in part:

The General Manager may declare NO STAGE if: Foster Lake is full; Foster Lake Wells are above 50'; Downtown wells are above 15'; average rainfall/precipitation exceeds 26" and storage tanks recharge to 95% tank capacity.

These conditions have been met and NO STAGE will be declared effective July 1, 2017.

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #4 – Public Hearing on Water and Sewer Standby Fees

Recommendation: That the Idyllwild Water District Board of Directors hold a public hearing to receive public input relative to the imposition of water and sewer standby fees for undeveloped parcels within the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area).

Background: At the April 19, 2017 Regular Board meeting the Idyllwild Water District Board of Directors set June 21, 2017 at 6:00 pm as the time for a public hearing relative to the continued imposition of standby fees on undeveloped parcels within the Water Service area and Improvement District No. 1 (Sewer Service Area).

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #5 – Resolutions #736 and #737 for Water and Sewer Standby Fees in FY 2017-18

Recommendation: That the Idyllwild Water District Board of Directors consider adoption of Resolutions #736 and #737 for the imposition of water and sewer standby fees for undeveloped parcels within the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area).

Background: In order to equitably allocate costs for benefits received by having water and/or sewer service available to vacant lots, Idyllwild Water District has for decades imposed a Standby Fee on unimproved lots within the Water Service area or Improvement District No.1 (Sewer Service area).

The fees are not proposed to change and will be collected on the unified property tax bill issued by Riverside County.

RESOLUTION NO. 736

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE IDYLLWILD WATER DISTRICT
ESTABLISHING WATER STANDBY CHARGES**

RECITALS

A. The IDYLLWILD WATER DISTRICT is a subdivision of a County Water District organized and existing pursuant to the provisions of California Water Code, Section 30000 et seq., and has been and is now engaged in discharging its powers and duties as provided by law;

B. The District, pursuant to the provisions of Water Code Section 31032 et seq. is vested with the power to fix, assess and collect water standby charges on real property situated within the District's boundaries;

C. On April 19, 2017, the Board of Directors adopted its Resolution No. 730, a Resolution proposing a water standby charge on all unimproved lands within the District, authorizing the preparation of a written report describing each parcel of real property and the amount of the charge for each parcel for the year, and setting the date for a public hearing;

D. Pursuant to the Resolution, the District posted and published the proposed charges to property owners within the District.

E. On June 21, 2017, the Board of Directors conducted a Public Hearing for the purpose of receiving testimony regarding the proposed charges, and the Board heard and considered all objections, protests and comments on the written report and the proposed water standby charges.

NOW, THEREFORE, the Board of Directors of the IDYLLWILD WATER DISTRICT hereby resolves as follows:

1. Amount of Water Standby Charge. There shall be imposed, for fiscal year 2017-2018, a water standby charge in the amounts and against those properties more specifically described and set forth in that certain written report prepared pursuant to Water Code Section 31032.1, a true, correct and complete copy of which is attached hereto as Exhibit "A" and made a part hereof.

2. Levy and Collection of Charges. On or before the 10th day of August, the Idyllwild Water Financial Officer shall file with the Riverside County Auditor a copy of the written report with the statement endorsed thereon over his signature that it has been finally adopted by the Board of Directors, and the County Auditor shall enter the amounts of the assessment against the respective lots or parcels of land as they may appear on the current assessment roll.

3. Penalty for Nonpayment. Water standby charges that have become delinquent shall, together with a basic penalty of 6% for nonpayment of the charge and a penalty of one-half of 1% per month for each month of nonpayment, become a lien on the property to be collected at the same time and in the same manner and by the same persons as, together with and not separately from the general taxes for the District.

Adopted this 21th day of June, 2017.

IDYLLWILD WATER DISTRICT

By _____
Charles Schelly – PRESIDENT

ATTEST:

I, ERICA GONZALES, Secretary of the IDYLLWILD WATER DISTRICT, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of the IDYLLWILD WATER DISTRICT at its meeting of June 21, 2017, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

In witness whereof, I have executed by statement and affix the official seal of the IDYLLWILD WATER DISTRICT this 21th day of June, 2017.

IDYLLWILD WATER DISTRICT

ERICA GONZALES, Secretary

RESOLUTION NO.737

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE IDYLLWILD WATER DISTRICT-IMPROVEMENT DISTRICT #1
ESTABLISHING SEWER STANDBY CHARGES**

RECITALS

A. The IDYLLWILD WATER DISTRICT-IMPROVEMENT DISTRICT #1 is a subdivision of a County Water District organized and existing pursuant to the provisions of California Water Code, Section 30000 et seq., and has been and is now engaged in discharging its powers and duties as provided by law;

B. The District, pursuant to the provisions of Water Code Section 31100 et seq. is vested with the power to fix, assess and collect sewer standby charges on real property situated within the District's boundaries;

C. On April 19, 2017, the Board of Directors adopted its Resolution No. 731, a Resolution proposing a sewer standby charge on all unimproved lands within the District, authorizing the preparation of a written report describing each parcel of real property and the amount of the charge for each parcel for the year, and setting the date for a public hearing;

D. Pursuant to the Resolution, the District posted and published the proposed charges to property owners within the District.

E. On June 21, 2017, the Board of Directors conducted a Public Hearing for the purpose of receiving testimony regarding the proposed charges, and the Board heard and considered all objections, protests and comments on the written report and the proposed sewer standby charges.

NOW, THEREFORE, the Board of Directors of the IDYLLWILD WATER DISTRICT-IMPROVEMENT DISTRICT #1 hereby resolves as follows:

1. Amount of Sewer Standby Charge. There shall be imposed, for fiscal year 2017-2018, a sewer standby charge in the amounts and against those properties more specifically described and set forth in that certain written report, a true, correct and complete copy of which is attached hereto as Exhibit "A" and made a part hereof.

2. Levy and Collection of Charges. On or before the 10th day of August, the Idyllwild Water District Financial Officer shall file with the Riverside County Auditor a copy of the written report with the statement endorsed thereon over his signature that it has been finally adopted by the Board of Directors, and the County Auditor shall enter the amounts of the assessment against the respective lots or parcels of land as they may appear on the current assessment roll.

3. Penalty for Nonpayment. Sewer standby charges that have become delinquent shall, together with a basic penalty of 6% for nonpayment of the charge and a penalty of one-half of 1% per month for each month of nonpayment, become a lien on the property to be collected at the same time and in the same manner and by the same persons as, together with and not separately from the general taxes for the District.

Adopted this 21th day of June, 2017.

**IDYLLWILD WATER DISTRICT
IMPROVEMENT DISTRICT #1**

By _____
Charles Schelly – PRESIDENT

ATTEST:

I, ERICA GONZALES, Secretary of the IDYLLWILD WATER DISTRICT-IMPROVEMENT DISTRICT #1, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of the IDYLLWILD WATER DISTRICT-IMPROVEMENT DISTRICT #1 at its meeting of June 21, 2017, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

In witness whereof, I have executed by statement and affix the official seal of the IDYLLWILD WATER DISTRICT-IMPROVEMENT DISTRICT #1 this 21th day of June, 2017.

**IDYLLWILD WATER DISTRICT
IMPROVEMENT DISTRICT #1**

ERICA GONZALES, Secretary

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #6 – Public Hearing on Water and Sewer Rates, Fees and Charges

Recommendation: That the Idyllwild Water District Board of Directors hold a public hearing to receive public input relative to the imposition of water and sewer rates, fees and charges to sustain the operation of the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area).

Background: At the April 19, 2017 Regular Board meeting the Idyllwild Water District Board of Directors set June 21, 2017 at 6:00 pm as the time for a public hearing relative to the revised rates, fees and charges for services provided within the Water Service area and Improvement District No. 1 (Sewer Service Area).

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #7 – Adopt Resolution #738 Establishing Revised Water and Sewer Rates, Fees and Charges

Recommendation: That the Idyllwild Water District Board of Directors adopt Resolution #738 Establishing revised water and sewer rates, fees and charges to sustain the operation of the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area) in a fair and supportable manner.

Background: At the April 19, 2017 Regular Board meeting the Idyllwild Water District Board of Directors set June 21, 2017 at 6:00 pm as the time for a public hearing relative to the revised rates, fees and charges for services provided within the Water Service area and Improvement District No. 1 (Sewer Service Area).

This year, with the advent of different management, staff recommends changes in the water rate structure that will fairly allocate costs to the particular rate classes of the District (Resolution Attachments 1 & 2). The structure proposed complies with State constitutional requirements, American Water Works Association (AWWA) principals of developing water rates (i.e., industry standards and best practices) and with water industry norms in Southern California. The wastewater rate structure has no changes proposed for FY 2017-18. The updated Miscellaneous Fees reflect current costs (Resolution Attachment 3).

The proposed revised water rate structure does not significantly increase overall revenues but strives to allocate fairly charges to the various rate classes. The primary change for new accounts (new meters) is to rely on the land-use and building regulatory agencies of Riverside county to determine the appropriate size for the water meter at any new water meter location, based on the appropriate plumbing, building or fire code. The revised rates are intended to apply to the normal operating strategy of the District. Staff plan to present a Water Shortage Contingency Plan to the Board of Directors in the near future that would contain alternative rates for use as tools to generate additional water conservation during times the Board of Directors might declare the need for reduced water use by rate payers reflecting the higher costs associated with providing water in supply shortage situations. Those rates will be considered in the future in conjunction with the Water Shortage Contingency Plan.

Finally, Staff updated the Water meter connection fee to reflect the current costs associated with “buying-in” to the existing infrastructure and to reflect the different demands placed on the water system infrastructure by water meters of differing sizes, in keeping with the expected practices of the industry.

All Meters

The base rate monthly fee for all meters is the same regardless of class (C&I or Residential) but changes with the size of meter based on the AWWA water meter size ratio (i.e., a 1-inch meter is 1.5 time as much as a 0.75-inch meter, etc.).

Commercial and Institutional (C&I)

The rate structure modifications eliminate “pre-paid water” from C&I accounts and lowers the “base rate” for all commercial meter sizes. Since C&I users will pay for each unit of water used, this structure encourages efficient water use at every tier as these customers are typically “bottom line” oriented.

Residential

Residential customers all received the same quantity of “pre-paid” water, 300 units per month (for which \$9 is added to the base meter rate) reflecting sanitary and hygienic domestic uses. Higher tiers reflect the District desire to discourage extensive exterior landscape irrigation and the higher cost of providing those additional supplies.

RESOLUTION NO. 738

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IDYLLWILD WATER DISTRICT
ADOPTING RATES, FEES, AND CHARGES FOR
FISCAL YEAR 2017-2018

WHEREAS, California Water Code Section 30000 et seq. authorizes the Idyllwild Water District to fix and collect water and sewer rates for water and sewer service provided to property owners and residents within the District; and

WHEREAS, there has been presented to the Board of Directors (Board) a proposed rates, fees, and charges for the District for the Fiscal Year 2017-2018; and

WHEREAS, the proposed rates, fees, and charges have been reviewed and considered by the Board, and it has been determined to be in the best interest of the District to adopt rates, fees, and charges for the sound financial operation of the District; and

WHEREAS, the Board held a public hearing on June 21, 2017 at 6:00 p.m. at the office of the District at which date, time, and place, the Board heard all persons who wished to comment on the subject.

NOW, THEREFORE, be it hereby resolved, determined, and ordered by the Board of Directors of the Idyllwild Water District as follows:

Section 1. The matters set forth in the recitals to this Resolution are true and correct statements.

Section 2. The Board of Directors of the Idyllwild Water District do adopt the attached rates, fees and charges attached hereto and made a part hereof to provide sufficient revenue for the sustainable operation of the Idyllwild Water District.

Section 3. The attached rates, fees, and charges shall take effect on July 1, 2017.

Adopted this 21st day of June 2017.

IDYLLWILD WATER DISTRICT

By: _____
CHARLES SCHELLY, President
Board of Directors

ATTEST:

I, ERICA GONZALES, Secretary of the IDYLLWILD WATER DISTRICT, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of the IDYLLWILD WATER DISTRICT at its meeting of June 21, 2017, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

In witness whereof, I have executed by statement and affix the official seal of the IDYLLWILD WATER DISTRICT this 21st day of June, 2017.

IDYLLWILD WATER DISTRICT

ERICA GONZALES, Secretary

**IDYLLWILD WATER DISTRICT
LISTING OF WATER METER SIZES, TIER LEVELS & RATES
AS OF July 1 ,2017**

(Residential)

TIERED USAGE RATES			\$0.0000		\$0.0633		\$0.1000		\$0.1000	
RATE CODE	METER SIZE	Total Customers	Base Rate	1ST USAGE TIER	\$	2ND USAGE TIER	\$	3RD USAGE TIER	\$	4TH USAGE TIER
R1	5/8"	1,439	\$29.70	1-300	\$0.00	301-600	\$18.93	601-1500	\$89.90	1501+
R2	3/4"	11	\$40.35	1-300	\$0.00	301-600	\$18.93	601-1500	\$89.90	1501+
R3	1"	9	\$61.25	1-300	\$0.00	301-600	\$18.93	601-1500	\$89.90	1501+
R4	1 1/2"	1	\$113.50	1-300	\$0.00	301-600	\$18.93	601-1500	\$89.90	1501+

IDYLLWILD WATER DISTRICT
LISTING OF WATER METER SIZES, TIER LEVELS & RATES
AS OF July 1 ,2017

(Commercial)

TIERED USAGE RATES			\$0.0333		\$0.0633		\$0.1000		\$0.1000	
RATE CODE	METER SIZE	Total Customers	Base Rate	1ST USAGE TIER	\$	2ND USAGE TIER	\$	3RD USAGE TIER	\$	4TH USAGE TIER
R1	5/8"	85	\$20.90	1-1000	\$33.30	1001-4000	\$189.84	4001-8000	\$399.90	8001+
R2	3/4"	21	\$31.35	1-1000	\$33.30	1001-4000	\$189.84	4001-8000	\$399.90	8001+
R3	1"	37	\$52.25	1-1000	\$33.30	1001-4000	\$189.84	4001-8000	\$399.90	8001+
R4	1 1/2"	19	\$104.50	1-1000	\$33.30	1001-4000	\$189.84	4001-8000	\$399.90	8001+
R5	2"	6	\$167.20	1-1000	\$33.30	1001-4000	\$189.84	4001-8000	\$399.90	8001+
IA	3"	1	\$313.50	1-1000	\$33.30	1001-4000	\$189.84	4001-8000	\$399.90	8001+

Miscellaneous Fees July 1, 2017

Sewer Base charge	\$38.25/EDU
Sewer Capacity Fee	\$5,447.00/EDU
Sewer Installation Inspection Fee	\$200.00
Water Turn On/Off Fee	\$50.00
Door Hanger Fee (Non-payment Shut-off Notice)	\$10.00
Not Sufficient Funds (NSF)/Returned Check Fee	\$25.00
Late Payment Fee	\$15.00
Sewer Audit of EDUs (Commercial) Customer Request	\$100.00
Water Availability Letter	\$50.00
Transfer Fee	\$25.00
Sewer Availability Letter	\$50.00
Construction Water (\$500.00 deposit for hydrant meter)	\$0.10/cubic foot
Construction Hydrant Meter Relocation Fee	\$25.00

Water Capacity Fee

<u>Meter Size</u>	<u>Connection Fee</u>
0.625-inch meter	\$2,782.00
0.75-inch meter	\$4,172.00
1.00-inch meter	\$6,954.00
1.50-inch meter	\$13,908.00
2.00-inch meter	\$22,253.00
3.00-inch meter	\$41,724.00
4.00-inch meter	\$69,540.00
6.00-inch meter	\$139,080.00

Water Service Installation Fee

	Actual Cost
0.625 through 1.5-inch	\$2,000.00 deposit
2.0-inch and above	\$3,000.00 deposit

Memo

To: Board of Directors

From: Interim General Manager

Date: June 21, 2017

Subject: ITEM #8 – Consider Resolution #739 to Adopt a Budget for FY2017-18

Recommendation: That the Idyllwild Water District Board of Directors adopt the attached Resolution #739 and Budget for FY 2017-18 for the sustainable operation of the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area).

Background: The attached budget has been presented to the Idyllwild Water District Board of Directors for consideration and discussion on several occasions, including public sessions for discussion. The Budget will provide for operation of the District in a sustainable manner for the upcoming Fiscal Year.

RESOLUTION NO. 739

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
IDYLLWILD WATER DISTRICT
ADOPTING A BUDGET FOR
FISCAL YEAR 2017-2018**

The Board of Directors of the Idyllwild Water District hereby resolves to adopt a Budget for Fiscal Year 2017-2018, a copy of which is attached and made part of this Resolution.

Adopted this 21st day of June 2017.

IDYLLWILD WATER DISTRICT

By: _____
CHARLES SCHELLY, President
Board of Directors

ATTEST:

I, ERICA GONZALES, Secretary of the IDYLLWILD WATER DISTRICT, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of the IDYLLWILD WATER DISTRICT at its meeting of June 21, 2017, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

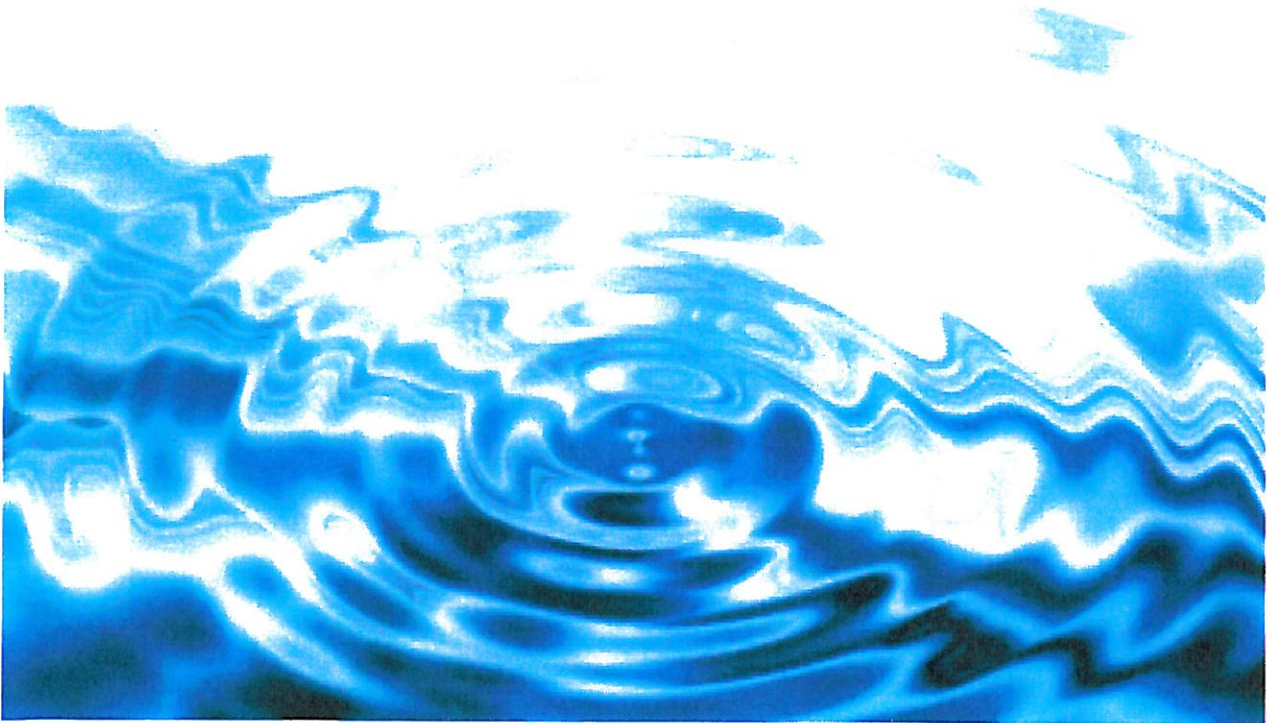
In witness whereof, I have executed by statement and affix the official seal of the IDYLLWILD WATER DISTRICT this 21st day of June, 2017.

IDYLLWILD WATER DISTRICT

ERICA GONZALES, Secretary



IDYLLWILD WATER DISTRICT
BUDGET
2017-2018



Budget for Revenues & Expenses
Fiscal Year 2017-2018

Category	Operating Services		Total
	Water	Sewer	
Operating Revenue			
Water-Base Rate Commercial	\$158,169		\$158,169
Water-Base Rate Residential	\$512,699		\$512,699
Water Sales Commercial	\$375,557		\$375,557
Water Sales Residential	\$224,972		\$224,972
Sewer Base Fees Commercial		\$423,456	\$423,456
Sewer Base Fees Residential		\$206,427	\$206,427
Total Operating Revenue	\$1,271,397	\$629,883	\$1,901,280
Non-Operating Revenue			
Property Taxes Assessments	\$275,000	\$115,000	\$390,000
Standby Charges Assessments	\$20,000	\$5,000	\$25,000
Interest income	\$3,000	\$1,500	\$4,500
Other Fees and Charge	\$21,073	\$5,385	\$26,458
Total Non-Operating Revenue	\$319,073	\$126,885	\$445,958
Total Revenues	\$1,590,470	\$756,768	\$2,347,238
Operating Expense			
Water Operations Expenses	\$1,150,561		\$1,150,561
Sewer Operations Expenses		\$545,980	\$545,980
Total Operating Expense	\$1,150,561	\$545,980	\$1,696,541
Non-Operating Expense			
Loan Interest Expense	\$0	\$0	\$0
Miscellaneous Expense			
Total Non-Operating Expense	\$0	\$0	\$0
Commitments			
EB	\$52,500	\$17,500	\$70,000
Total Other Commitments	\$52,500	\$17,500	\$70,000
Total Expenses	\$1,203,061	\$563,480	\$1,766,541
Net Operating Margin	\$387,409	\$193,288	\$580,697
Capital Commitments			
Capital Improvements and Equipment By IWD	\$577,000	\$170,000	\$747,000
Total Capital Commitments	\$577,000	\$170,000	\$747,000
Net Fund Contribution/ (Deficit)	(\$189,591)	\$23,288	(\$166,303)
Beginning Reserve Fund Balance			\$650,000
Projected Ending Reserve Fund Balance			\$483,697

* The Net Deficit will be cover from the Reserve

IDYLLWILD WATER DISTRICT
CAPITAL EXPENDITURES FOR WATER FUND
FOR BUDGET YEAR ENDING JUNE 30, 2018

CAPITAL EXPENDITURE DESCRIPTION	CAPITAL EXPENDITURE FINANCE BY IWD	CAPITAL FINANCE By Grants	TOTAL CAPITAL EXPENDITURE 2016/2017
<u>SOURCE OF SUPPLY(G/L # 1321):</u>			
1- Well Rehabilitation No# 8, 9 and 11 including Road improvements	\$75,000	\$0	\$75,000
2- Well Drilling (New Well Carry over from last year)	\$100,000	\$0	\$100,000
TOTAL SOURCE OF SUPPLY	\$175,000	\$0	\$175,000
<u>STORAGE TANKS:(G/L # 1324):</u>			
3- Storage Tank Repairs	\$50,000	\$0	\$50,000
TOTAL STORAGE TANKS	\$50,000	\$0	\$50,000
<u>TRANSMISSION AND DISTRIBUTION(G/L # 1324):</u>			
4- Water line Piping Replacement :			
Total Cost \$465,000 the county will pay 1/3 of the cost as Grant \$155,000 and Idyllwild will pay 2/3 which \$310,000 (Grant From County Of Riverside)	\$310,000	\$155,000	\$465,000
TOTAL TRANSMISSION AND DISTRIBUTION	\$310,000	\$155,000	\$465,000
<u>WATER TREATMENT PLANT(G/L # 1325):</u>			
5- PH Monitoring Sensors for well and Aeration Plant	\$7,000	\$0	\$7,000
TOTAL WATER TREATMENT PLANT	\$7,000	\$0	\$7,000
<u>GENERAL PLANT-STRUCTURES, POWER & OTHER EQUIPMENT:</u>			
6- Various Fire Hydrant Improvements	\$15,000	\$0	\$15,000
7- Skid Steer Tractor with attachments (50 % Water)	\$20,000	\$0	\$20,000
GENERAL PLANT-POWER & OTHER EQUIPMENT	\$35,000	\$0	\$35,000
TOTAL WATER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES	\$577,000	\$155,000	\$732,000

**IDYLLWILD WATER DISTRICT
CAPITAL EXPENDITURES FOR SEWER FUND
FOR BUDGET YEAR ENDING JUNE 30, 2018**

CAPITAL EXPENDITURE DESCRIPTION	CAPITAL EXPENDITURE BUDGET
<u>WASTEWATER TREATMENT PLANT(G/L # 1316):</u>	
1- Manual Bar Screen to Headworks	15,000
TOTAL WASTEWATER TREATMENT PLANT	<u>\$15,000</u>
<u>SUB-SURFACE LINES:(G/L # 1315):</u>	
1- Clean and Video collection System	\$135,000
TOTAL SUB-SURFACE LINES	<u>\$135,000</u>
<u>GENERAL PLANT-STRUCTURES, POWER & OTHER EQUIPMENT:</u>	
3- Skid Steer Tractor with attachments (50 % Sewer)	\$20,000
GENERAL PLANT-POWER & OTHER EQUIPMENT	<u>\$20,000</u>
TOTAL SEWER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES	<u><u>\$170,000</u></u>

IDYLLWILD WATER DISTRICT
WATER FUND INCOME STATEMENT
YEAR ENDING June 30, 2017

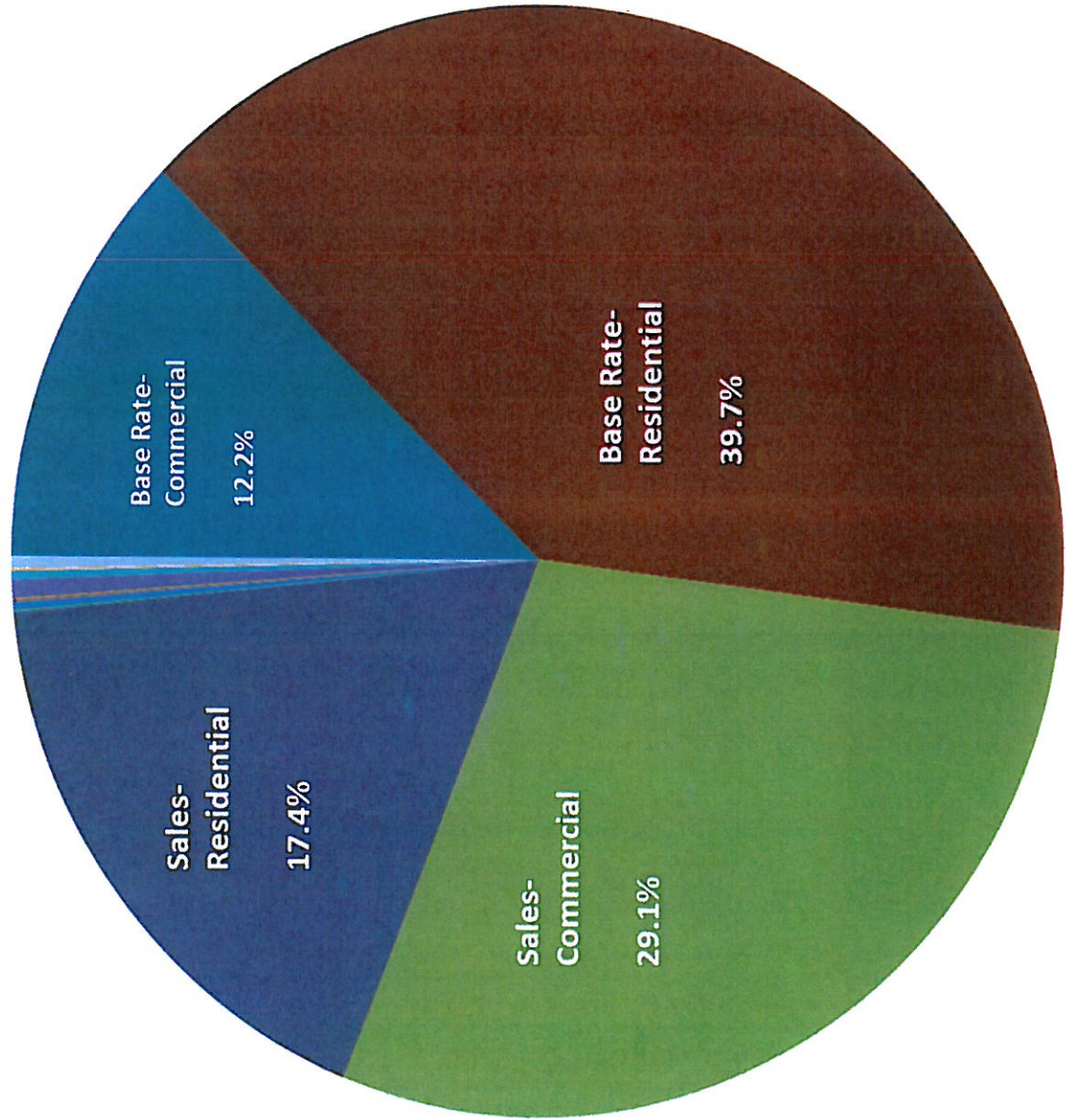
Income	2016/2017
4201 · Water Base Rate-Commercial	158,169
4202 · Water Base Rate-Residential	512,699
4203 · Water Sales-Commercial	375,557
4204 · Water Sales-Residential	224,972
4205 · Water Sales-Construction	700
4206 · Water Sales-Other	200
4208 · Water Transfer Fees	3,075
4209 · Water Turn On/Off Fees	900
4210 · Water Will Serve Letter Fees	500
4211 · Water Delinquency Fees	7,037
4212 · Water Installation Fees	3,186
4213 · Water Lien Fees	800
4214 · Water Other Fees & Charges	4,675
Total Income	<u><u>1,292,470</u></u>
WATER	
5400 · WATER OPERATING EXPENSES	
5436 · Water Payroll	472,000
5403 · Water Engineering Services	6,000
5404 · Water Legal Services	4,979
5405 · State-County Water System Fees	30,845
5406 · Water General Plant Expense	118,020
5407 · Water Minor Equipment/ Parts	600
5408 · Water Vehicle Repairs & Maint.	9,160
5410 · Water Utilities-Electricity	85,000
5411 · Water Utilities-Gas & Fuel	9,200
5412 · Water Utilities-Propane	3,754
5414 · Water Telephone & Internet	8,361
5415 · Water Retirement and Life Insur	49,000
5417 · Water Computer Services	18,774
5418 · Water Board Reimbursement	6,000
5419 · Water Other Operating Expenses	450
5420 · Water Accounting & Auditing	9,000
5421 · Water Postage & Postage Fee	12,000
5422 · Water Office Supplies	6,000
5423 · Water Traveling	3,537
5025 · Water Office Cleaning Services	2,940
5425 · Water Maintenance	13,500
5426 · Water Medical Insurance	130,000
5427 · Water Worker's Compensation Ins	12,000
5428 · Water Non-Employee Health Insura	26,265
5429 · Water Dues, Fees, Subscription	14,000
5430 · Water Advertising & Publishing	5,000
5431 · Water Leasing Equipment	500
5432 · Water Utilities Trash Fee	2,145
5433 · Water Bank Fee Charge	972
5435 · Water Auto & General Insurance	26,000
5438 · Water Laboratory Services	18,500
5440 · Water Compensated Time	18,900
5441 · Water Uniform Expenses	7,000
5442 · Water Property Tax Expenses	1,800
5443 · Water Consulting	3,000
5444 · Water Leak (IWD Site)	6,000
5445 · Water Security System	2,000
5446 · Training and Seminars	7,360
5600 · Water Depreciation	180,000
Total · WATER OPERATING EXPENSES	<u><u>1,330,561</u></u>
Net Ordinary Income	<u><u>(38,091)</u></u>
Other Income/Expense	
Other Income	
4901 · Water Taxes & Assessments	\$275,000
4903 · Water Stand By Assessments	\$20,000
4904 · Water Interest Earned	\$3,000
4919 · Water Other Non-Operating Rev	\$2,725
Total Other Income	<u><u>\$300,725</u></u>
Net Income	<u><u>262,634</u></u>

IDYLLWILD WATER DISTRICT
WATER FUND INCOME STATEMENT
FOR BUDGET YEAR ENDING JUNE 30, 2018

	BUDGET FY16/17	BUDGET FY17/18	% Change
Income			
4201 · Water Base Rate-Commercial	155,340	158,169	1.82%
4202 · Water Base Rate-Residential	512,699	512,699	0.00%
4203 · Water Sales-Commercial	355,657	375,557	5.60%
4204 · Water Sales-Residential	190,924	224,972	17.83%
4205 · Water Sales-Construction	0	700	700.00%
4206 · Water Sales-Other	204	200	-1.96%
4208 · Water Transfer Fees	3,535	3,075	-13.01%
4209 · Water Turn On/Off Fees	975	900	-7.69%
4210 · Water Will Serve Letter Fees	0	500	500.00%
4211 · Water Delinquency Fees	2,835	7,037	148.22%
4212 · Water Installation Fees	1,270	3,186	150.88%
4213 · Water Lien Fees	174	800	359.77%
4214 · Water Other Fees & Charges	1,076	4,675	334.44%
4215 · Water Renewable Energy Credits	0	0	0.00%
Total Income	1,224,689	1,292,470	5.53%
WATER			
5400 · WATER OPERATING EXPENSES			
5436 · Water Payroll	455,000	472,000	-3.74%
5403 · Water Engineering Services	7,000	6,000	14.29%
5404 · Water Legal Services	10,431	4,979	52.27%
5405 · State-County Water System Fees	19,000	30,845	-62.34%
5406 · Water General Plant Expense	49,307	118,020	-139.36%
5407 · Water Minor Equipment/ Parts	1,500	600	60.00%
5408 · Water Vehicle Repairs & Maint.	6,250	9,160	-46.56%
5410 · Water Utilities-Electricity	99,500	85,000	14.57%
5411 · Water Utilities-Gas & Fuel	8,600	9,200	-6.98%
5412 · Water Utilities-Propane	3,900	3,754	3.74%
5414 · Water Telephone & Internet	9,162	8,361	8.74%
5415 · Water Retirement and Life Insur	80,000	49,000	38.75%
5417 · Water Computer Services	5,000	18,774	-275.47%
5418 · Water Board Reimbursement	12,000	6,000	50.00%
5419 · Water Other Operating Expenses	1,066	450	57.79%
5420 · Water Accounting & Auditing	9,000	9,000	0.00%
5421 · Water Postage & Postage Fee	11,674	12,000	-2.79%
5422 · Water Office Supplies	18,000	6,000	66.67%
5423 · Water Traveling	7,550	3,537	53.16%
5025 · Water Office Cleaning Services	3,360	2,940	12.50%
5425 · Water Maintenance	12,500	13,500	-8.00%
5426 · Water Medical Insurance	138,000	130,000	5.80%
5427 · Water Worker's Compensation Ins	12,500	12,000	4.00%
5428 · Water Non-Employee Health Insura	24,000	26,265	-9.44%
5429 · Water Dues, Fees, Subscription	9,250	14,000	-51.35%
5430 · Water Advertising & Publishing	6,500	5,000	23.08%
5431 · Water Leasing Equipment	1,000	500	50.00%
5432 · Water Utilities Trash Fee	2,210	2,145	2.96%
5433 · Water Bank Fee Charge	932	972	-4.27%
5435 · Water Auto & General Insurance	20,546	26,000	-26.55%
5438 · Water Laboratory Services	12,500	18,500	-48.00%
5439 · Water Donation	0	0	0.00%
5440 · Water Compensated Time	22,000	18,900	14.09%
5441 · Water Uniform Expenses	5,250	7,000	-33.33%
5442 · Water Property Tax Expenses	2,800	1,800	35.71%
5443 · Water Consulting	3,500	3,000	14.29%

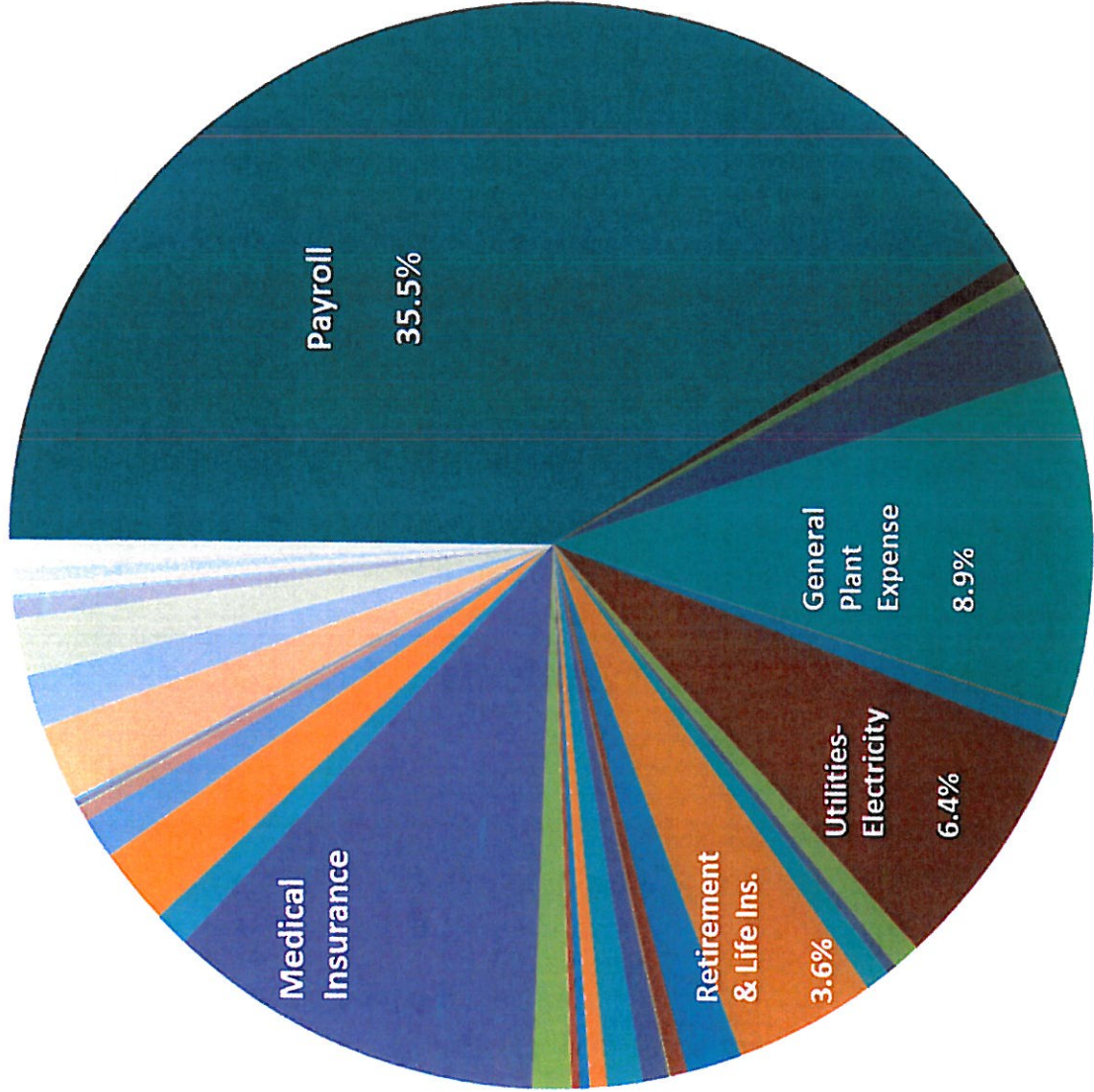
5444 · Water Leak (IWD Site)	0	6,000	-6000.00%
5445 · Water Security System	1,500	2,000	-33.33%
5446 · Training and Seminars	7,250	7,360	-1.52%
5600 · Water Depreciation	220,000	180,000	18.18%
Total · WATER OPERATING EXPENSES	<u>1,319,538</u>	<u>1,330,561</u>	-0.84%
Net Ordinary Income	<u>(94,849)</u>	<u>(38,091)</u>	59.84%
Other Income/Expense			
Other Income			
4901 · Water Taxes & Assessments	275,000	275,000	0.00%
4903 · Water Stand By Assessments	20,000	20,000	0.00%
4904 · Water Interest Earned	3,323	3,000	-9.72%
4919 · Water Other Non-Operating Rev	-	2,725	2725.00%
Total Other Income	<u>298,323</u>	<u>300,725</u>	0.81%
Net Income	<u>203,474</u>	<u>262,634</u>	29.07%

17-18 Water Income



- 4201 · Water Base Rate-Commercial
- 4202 · Water Base Rate-Residential
- 4203 · Water Sales-Commercial
- 4204 · Water Sales-Residential
- 4205 · Water Sales-Construction
- 4206 · Water Sales-Other
- 4208 · Water Transfer Fees
- 4209 · Water Turn On/Off Fees
- 4210 · Water Will Serve Letter Fees
- 4211 · Water Delinquency Fees
- 4212 · Water Installation Fees
- 4213 · Water Lien Fees
- 4214 · Water Other Fees & Charges

17-18 Water Expense



- 5436 · Water Payroll
- 5403 · Water Engineering Services
- 5404 · Water Legal Services
- 5405 · State-County Water System Fees
- 5406 · Water General Plant Expense
- 5407 · Water Minor Equipment/ Parts
- 5408 · Water Vehicle Repairs & Maint.
- 5410 · Water Utilities-Electricity
- 5411 · Water Utilities-Gas & Fuel
- 5412 · Water Utilities-Propane
- 5414 · Water Telephone & Internet
- 5415 · Water Retirement and Life Insur
- 5417 · Water Computer Services
- 5418 · Water Board Reimbursement
- 5419 · Water Other Operating Expenses
- 5420 · Water Accounting & Auditing
- 5421 · Water Postage & Postage Fee
- 5422 · Water Office Supplies
- 5423 · Water Traveling
- 5025 · Water Office Cleaning Services
- 5425 · Water Maintenance
- 5426 · Water Medical Insurance
- 5427 · Water Worker's Compensation Ins
- 5428 · Water Non-Employee Health Insura
- 5429 · Water Dues, Fees, Subscription
- 5430 · Water Advertising & Publishing
- 5431 · Water Leasing Equipment
- 5432 · Water Utilities Trash Fee
- 5433 · Water Bank Fee Charge
- 5435 · Water Auto & General Insurance
- 5438 · Water Laboratory Services
- 5439 · Water Donation
- 5440 · Water Compensated Time
- 5441 · Water Uniform Expenses
- 5442 · Water Property Tax Expenses
- 5443 · Water Consulting
- 5444 · Water Leak (IWD Site)
- 5445 · Water Security System
- 5446 · Training and Seminars

IDYLLWILD WATER DISTRICT
SEWER FUND INCOME STATEMENT
YEAR ENDING June 30, 2017

Ordinary Income/Expense	<u>FY16/17</u>
Income	
4101 · Sewer Base Fees-Commercial	423,456
4102 · Sewer Base Fees-Residential	206,550
4108 · Sewer Transfer Fees	775
4109 · Sewer Other Fees, Refunds	0
Total Income	<u>630,781</u>
6400 · SEWER OPERATING EXPENSES	
6400 · Sewer Payroll	136,000
6404 · Sewer Retirement and Life Ins	22,500
6405 · Sewer Treatment Fees	12,000
6406 · Sewer General Plant Expense	37,382
6407 · Sewer Minor Equipment/Parts	600
6408 · Sewer Vehicle Repairs & Maint.	6,000
6410 · Sewer Utilities-Electricity	30,000
6411 · Sewer Utilities-Gas & Fuel	2,091
6412 · Sewer Utilities-Propane	200
6413 · Sewer Utilities-Telephone	2,667
6415 · Sewer Legal Services	9,000
6417 · Sewer Computer Services	5,000
6419 · Sewer Other Operating Expenses- (Cleaning)	1,500
6420 · Sewer Accounting & Audit Service	5,000
6421 · Sewer Postage & Mail Fee	6,000
6422 · Sewer Office Supplies	3,000
6423 · Sewer Medical Insurance	38,032
6425 · Sewer Maintenance	19,265
6426 · Sewer Worker's Comp Insurance	1,736
6428 · Sewer Non-Employee Insurance	12,597
6429 · Sewer Dues, Fees & Subscription	7,009
6430 · Sewer Advertising & Publishing	1,500
6431 · Sewer Leasing Equipment	600
6432 · Sewer Utilities - Trash Fee	715
6433 · Sewer Bank Fee Charge	500
6435 · Sewer Auto & General Insurance	11,134
6438 · Sewer Laboratory Service	9,982
6441 · Sewer Removal Disposal Fee	3,972
6442 · Sewer Property Tax Expenses	0
6443 · Sewer Consulting	150,000
6444 · Traveling and Entertainment	2,500
6448 · Training & Seminar Expenses	6,000
6445 · Sewer Security System	1,500
6446 · Depreciation	65,000
Total 6400 · SEWER OPERATING EXPENSES	<u>610,980</u>
Net Ordinary Income	<u>19,800</u>
Other Income/Expense	
Other Income	
4801 · Sewer Taxes & Assessments	115,000
4803 · Sewer Stand By Assessments	5,000
4804 · Sewer Interest Earned	1,500
4805 · Sewer Facilites Charges	5,250
4819 · Sewer Other Non-Operating Rev	200
Total Other Income	<u>126,950</u>
Net Income	<u>146,750</u>

IDYLLWILD WATER DISTRICT
SEWER FUND INCOME STATEMENT
FOR BUDGET YEAR ENDING JUNE 30,2018

Ordinary Income/Expense

Income	BUDGET FY16/17	BUDGET FY17/18	% Change
4101 · Sewer Base Fees-Commercial	416,126	423,456	1.76%
4102 · Sewer Base Fees-Residential	206,550	206,550	0.00%
4108 · Sewer Transfer Fees	300	775	158.33%
4109 · Sewer Other Fees, Refunds	0	0	0.00%
Total Income	622,976	630,781	1.25%

6400 · SEWER OPERATING EXPENSES

6400 · Sewer Payroll	165,000	136,000	17.58%
6404 · Sewer Retirement and Life Ins	24,000	22,500	6.25%
6405 · Sewer Treatment Fees	8400	12000	-42.86%
6406 · Sewer General Plant Expense	30,517	37,382	-22.49%
6407 · Sewer Minor Equipment/Parts	500	600	-20.00%
6408 · Sewer Vehicle Repairs & Maint.	6,500	6,000	7.69%
6410 · Sewer Utilities-Electricity	35,000	30,000	14.29%
6411 · Sewer Utilities-Gas & Fuel	5,240	2,091	60.10%
6412 · Sewer Utilities-Propane	300	200	33.33%
6413 · Sewer Utilities-Telephone	3,500	2,667	23.80%
6415 · Sewer Legal Services	6,000	9,000	-50.00%
6417 · Sewer Computer Services	2,000	5,000	-150.00%
6419 · Sewer Other Operating Expenses	897	1,500	-67.22%
6420 · Sewer Accounting & Audit Service	5,000	5,000	0.00%
6421 · Sewer Postage & Mail Fee	6,400	6,000	6.25%
6422 · Sewer Office Supplies	8,600	3,000	65.12%
6423 · Sewer Medical Insurance	32,000	38,032	-18.85%
6425 · Sewer Maintenance	19,379	19,265	0.59%
6426 · Sewer Worker's Comp Insurance	1,736	1,736	0.00%
6428 · Sewer Non-Employee Insurance	11,000	12,597	-14.52%
6429 · Sewer Dues, Fees & Subscription	6,500	7,009	-7.84%
6430 · Sewer Advertising & Publishing	1,500	1,500	0.00%
6431 · Sewer Leasing Equipment	3,000	600	80.00%
6432 · Sewer Utilities - Trash Fee	1,500	715	52.35%
6433 · Sewer Bank Fee Charge	500	500	0.00%
6435 · Sewer Auto & General Insurance	6,839	11,134	-62.80%
6438 · Sewer Laboratory Service	16,000	9,982	37.61%
6441 · Sewer Removal Disposal Fee	20,941	3,972	81.03%
6442 · Sewer Property Tax Expenses	2,500	-	100.00%
6443 · Sewer Consulting	108,000	150,000	-38.89%
6444 · Traveling and Entertainment	3500	2500	28.57%
6448 · Training & Seminar Expenses	6,000	6,000	0.00%
6445 · Sewer Security System	2,500	1,500	40.00%
6446 · Depreciation	90,000	65,000	27.78%
Total 6400 · SEWER OPERATING EXPENS	641,249	610,980	4.72%

Net Ordinary Income	(18,273)	19,800	208.36%
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Other Income/Expense

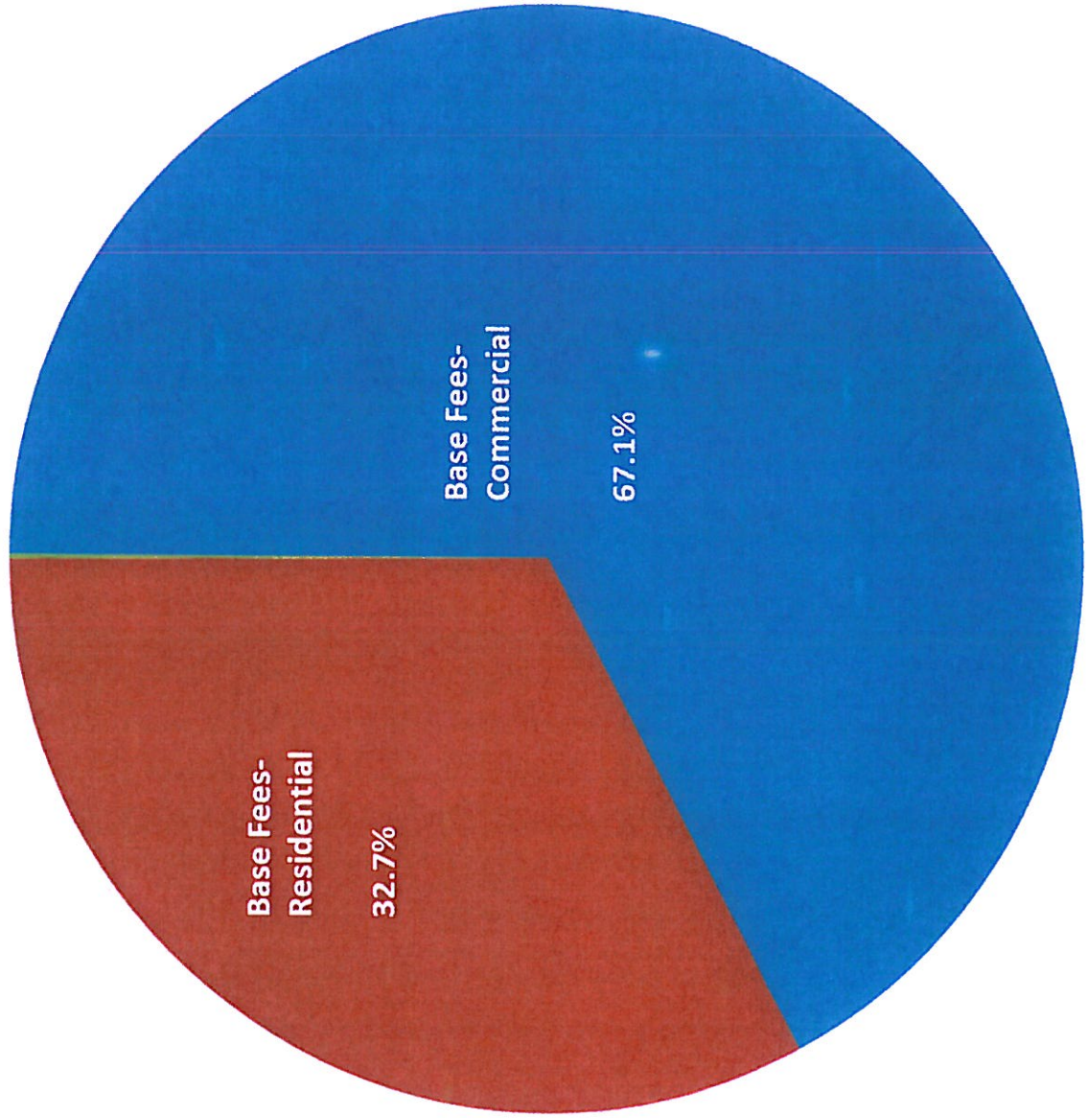
Other Income

4801 · Sewer Taxes & Assessments	115,000	115,000	0.00%
4803 · Sewer Stand By Assessments	5,000	5,000	0.00%
4804 · Sewer Interest Earned	1,500	1,500	0.00%
4805 · Sewer Facilites Charges	-	5,250	5250.00%
4819 · Sewer Other Non-Operating Rev	-	200	132.00%
Total Other Income	121,500	126,950	4.49%

Net Income

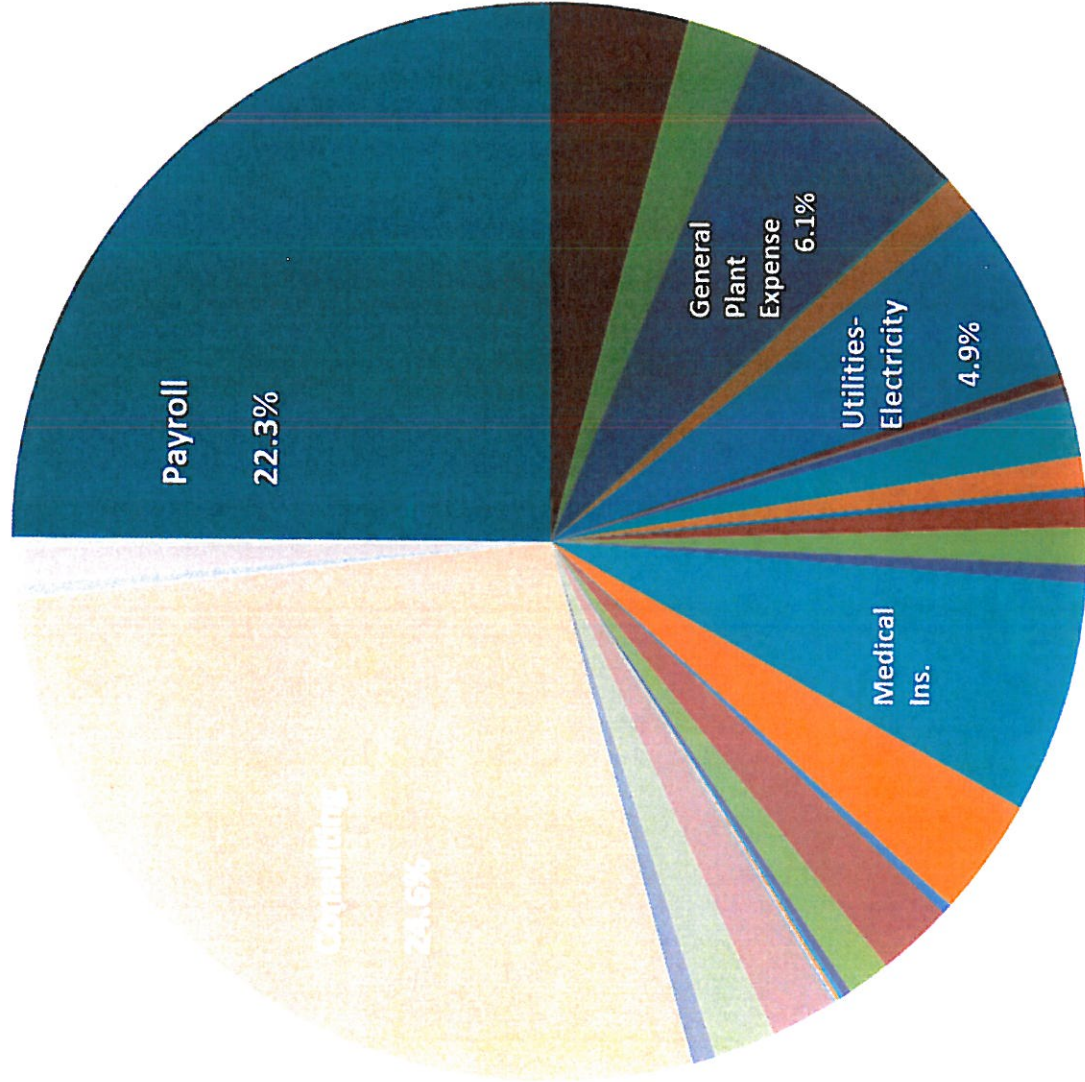
103,227	146,750	42.16%
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17-18 Sewer Income



- 4101 - Sewer Base Fees-Commercial
- 4102 - Sewer Base Fees-Residential
- 4108 - Sewer Transfer Fees
- 4109 - Sewer Other Fees, Refunds

17-18 Sewer Expense



- 6400 - Sewer Payroll
- 6404 - Sewer Retirement and Life Ins
- 6405 - Sewer Treatment Fees
- 6406 - Sewer General Plant Expense
- 6407 - Sewer Minor Equipment/Parts
- 6408 - Sewer Vehicle Repairs & Maint.
- 6410 - Sewer Utilities-Electricity
- 6411 - Sewer Utilities-Gas & Fuel
- 6412 - Sewer Utilities-Propane
- 6413 - Sewer Utilities-Telephone
- 6415 - Sewer Legal Services
- 6417 - Sewer Computer Services
- 6419 - Sewer Other Operating Expenses
- 6420 - Sewer Accounting & Audit Service
- 6421 - Sewer Postage & Mail Fee
- 6422 - Sewer Office Supplies
- 6423 - Sewer Medical Insurance
- 6425 - Sewer Maintenance
- 6426 - Sewer Worker's Comp Insurance
- 6428 - Sewer Non-Employee Insurance
- 6429 - Sewer Dues, Fees & Subscription
- 6430 - Sewer Advertising & Publishing
- 6431 - Sewer Leasing Equipment
- 6432 - Sewer Utilities - Trash Fee
- 6433 - Sewer Bank Fee Charge
- 6435 - Sewer Auto & General Insurance
- 6438 - Sewer Laboratory Service
- 6441 - Sewer Removal Disposal Fee
- 6442 - Sewer Property Tax Expenses
- 6443 - Sewer Consulting
- 6444 - Traveling and Entertainment
- 6448 - Training & Seminar Expenses
- 6445 - Sewer Security System

IDYLLWILD WATER DISTRICT

BUDGET NOTES FOR WATER FUND

BUDGET FISCAL YEAR ENDING JUNE 30, 2018

Water Department

*Idyllwild Water District revised the rate structure for the fiscal year 2017/2018

*Water Operating Base Rate Revenues for Residential and Commercial will stay consistent; however, Water Base rate and Water Sales revenue may increase due to selling of new water meters in Fiscal Year 2017/2018.

*Property Taxes from the County of Riverside are expected to remain the same as the previous year.

*Direct Operating Expenses for water are expected to increase 1% for the coming year of 2017/2018. Also, General Expenses are expected to increase by 1%.

*Capital Improvement Budget items for Fiscal Year 2017/2018 will cost \$747,000 in total. The amount financed by Idyllwild Water District is \$577,000. The remaining amount will be financed by a Grant from Riverside County in the amount of \$170,000.

*The Laboratory Service has increased by 40% due to increased regulation and requirements for lab testing by the State of California.

*The State/County Water System Fee was increased by 60% from the previous years budget due to increasing rates at the County and State levels and underestimated fees from the previous year.

*No principle debt or interest exists within the Water Department.

*Utilities for Idyllwild Water District, including electricity, telephone, fuel and propane expenses are expected to decrease by 5% total.

*Cost of Living salary increase for all employees of 2%.

*Increase Healthcare Benefits by 10% due to increasing rates for health insurance according to JPIA.

*Increase Allstate Group Insurance allowance from \$30 per month per employee to \$70 per month per employee.

* The allowance for insurance has not been increased since 1997.

*The interest rate earned from investments is expected to remain the same as the previous year.

Sewer Department

*The Improvement District #1 will not have any change for the E.D.U. Base Fee revenue for Fiscal Year 2017/2018.

*Direct Operating expenses for Sewer are expected to increase by 5% the for coming year 2015/2016. Also, General Expenses are expected to increase by 2%.

*Property Taxes from the County of Riverside are expected to remain the same as the previous year.

*The Capital Improvement Budget for the year of 2017-2018 is \$170,000. This includes \$135,000 to clean and video the complete collection system for Improvement District #1.

*No principle debt or interest exists within Improvement District #1.

*Sewer consulting expenses are increasing from the previous year by 38% because the State of California requires a highly certified operator on site five days per week.

Other Information

*Idyllwild Water District will be implementing the new billing system as of June 1, 2017

*Idyllwild Water District is proceeding with steps to cancel the Recycled Water Project and return funds to the State of California Water Board.

*The Staff is working to increase the public's opinion of the District.