

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 April 16, 2014.*

CALL TO ORDER:

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

ROLL CALL:

Directors present: President Jim Billman, Vice-President John Cook, Dean Lattin, Warren Monroe and Mike Freitas. Also present was Finance Officer, Hosny Shouman, Board Secretary Kelly Clark and General Manager, Tom Lynch.

General public present: (- 6 -)

CONSENT CALENDAR:

MINUTES – March 19, 2014

FINANCIAL REPORTS – Hosny stated that this has been our lowest month for revenue and is very concerned that, if we lose our tax assessment monies in the future, it would result in a dire situation. It was necessary to internally transfer \$143,000 from our water LAMA account to the sewer account to cover expenditures.

OPERATING STATEMENT FOR THE NINTH MONTH ENDING MARCH, 2014.

DISTRICT WARRANTS FOR MARCH –

CHECK #9509 - #9562	= \$	120,436.37	OPERATING
PAYROLL	= \$	45,975.99	PAYROLL
FEDERAL/STATE PR TAXES	= \$	23,721.93	TAXES
LAIF TRANSFERS	= \$	-0-	LAIF TRANSFERS
TRANSFERS/CHARGES	= \$	212.00	

OPERATIONS REPORT AND GRAPHS FOR THE NINTH MONTH ENDING MARCH 31, 2014. No main line leaks were reported in March. Foster Lake was still dry at the end of March. IWD did not divert water during March. There was 1.56” of precipitation and no flow at the Tahquitz Bridge during March. The static water levels at the Foster Lake Wells were 36.5’ below ground level and the downtown wells are currently 19’. Production is 125 gpm. March unaccounted for water was 9.08% of production and the yearly average is 6.95%. A MOTION was made by Director Monroe and seconded by Vice-President Cook to approve the Consent Calendar. The Motion was approved and duly carried with a unanimous vote of all Directors present.

4. UNFINISHED BUSINESS –

WORK IN PROGRESS – WATER – We are still in a Stage II, Mandatory Water Conservation which requires us to restrict will serve letters. Tom explained that the Idyllwild Arts Bowman Hall may deplete any new will serve letters for the duration of our Stage II period. He has concerns that we need to update the way we calculate fixture counts for new construction. We brought on a consulting firm to help us analyze the impacts of law changes and construction evaluation. With their help we will be making recommendations for changes in the way we account for any new

construction in evaluating both water and sewer EDU's. We will also be evaluating ways to expand our capacity to serve new construction, which may mean equitable financial contributions to build new infrastructure to meet the design demands for water service. As we assemble our budget and capital improvement plans for next fiscal year we will analyze the adequacy of our fees and fee structure to better reflect current conditions. Tom said he had spoken with the IFPD Fire Chief about placing a water meter on the IFPD property to monitor their water usage for their training classes.

OAKWOOD WELL – The Oakwood well has been going through refurbishment. We are wrapping up the rebuild and over the next few weeks we will be testing and sampling to have it available as back-up if necessary. This well had been out of service for about ten years.

SCE SHUTDOWN – Over the last three weeks we have been alerted and experienced power shutdowns to some of our facilities. This has required us to move to emergency back-up on a couple of occasions. Power outages have also impacted many parts of the community and SCE has replaced poles, transformers and circuits.

ETHICS TRAINING – It is time again to go through ethics and sexual harassment training. Our attorney has advised that the Board has a few options, including going on line and utilizing a FPCC website to gain or update their training. Our attorney can also come to our location and do a presentation. We should target to have this done by the end of the calendar year. Director Monroe stated that he has completed both courses. Vice-President Cook said he liked the courses taught by our legal counsel.

OTHER PROJECTS AND MATTERS – Now that the weather has cleared, we will resume work on the Tollgate Tank. This will entail painting both the interior and exterior of the tank. We are also ordering the appropriate valves and pipe necessary for the project completion. Our hope is to have the tank on-line by July.

We have been informed by Riverside County Flood Control that they are realigning the 100 year flood plain of Strawberry Creek. This is being done based on new GPS technology that more accurately reflects topography for the area. Tom contacted the Flood Control District to have them help us determine if this remapping will in any way affect our wells proximate to Strawberry Creek. We are still pursuing several grant programs available through both State and Federal resources. This includes Homeland Security, State and Federal Water Resources, Department of Agriculture and Department of Public Health.

Today staff toured facilities with our new SCE representative to look at ways we can lessen our overall energy consumption. Specifically, we looked at our solar array at Foster Lake, our operating wells, our office facilities, and the sewer plant. This is a first step in undertaking a comprehensive energy audit. Our new representative, Caroline Lee, provided several suggestions and offered us some contacts within the company that can help us with the next steps. SCE has informed us they will be implementing a 10% increase in rates for the upcoming year, and we will have to pass this along to our customer base. SCE is conducting a special course regarding energy savings on April 24<sup>th</sup> that we will be attending. Tom invited Idyllwild Arts to attend.

5. PUBLIC HEARING – RESOLUTIONS #685-#686 – Hosny explained that there will be no increase this year and that the assessment fees help pay for some capital improvements. President Billman opened the Public Hearing. Hearing no protest President Billman closed the Public Hearing and Director Monroe made a MOTION to approve Resolutions #685 and #686 as presented, which was seconded by Vice-President Cook and approved with a unanimous vote. Hosny said we may increase the \$30 annual fee next year for infrastructure and planning. The Finance Committee will have an opportunity to review.

6. NEW BUSINESS – VERIZON - We have received a damage claim from Verizon. Legal counsel, after reviewing pertinent information, suggests denying the claim for damaged property. We had a water line to repair and a phone line was severed. However, we had ordered a DigAlert, and their lines were not where they had been marked. We would like the Board's input and any necessary action, regarding this situation. Director Cook made a MOTION to reject the claim, which was seconded by Director Monroe and passed with a unanimous vote.

7. RPA STABILIZATION FUND - IWD has received a check in the amount of \$4,443.41 from ACWA/JPIA from the RPA (Retrospective Premium Adjustments) Stabilization Fund.

8. UPDATED SIGNATURE CARD – Hosny presented the signature cards for Bank of Hemet and they were signed.

9. RESOLUTION #687 – Director Monroe made a MOTION to rescind Resolution # 660 and adopt Resolution #687 to add new signatures authorizing investment of monies in the Local Agency Investment Fund. Vice President Cook seconded the Motion, which was approved with a unanimous vote.

10. IDYLLWILD ARTS WILL SERVE LETTER – Idyllwild Arts submitted an application requesting a will-serve letter for W.M. Lowman Concert Hall. Tom said he can't find any authority to provide credits for the removal of the El Centro building. Laura Sherman said their engineering consultant, Kreiger and Stewart, had furnished the fixture count information for the new building. Amendments may be made to Ordinance #62 in the near future to address the impacts of updated codes to determine fixture counts. Vice President Cook was concerned that this will-serve may use up all of our available connections. The District retained an engineering consultant to evaluate the adequacy of determining fixture count, including fire sprinklers, on the capacity of the water system. All remodels and new construction require fire sprinklers. Vice-President Cook said he wasn't aware that new residences now require fire sprinklers. Director Monroe made a MOTION to conditionally approve the will serve letter for the W.M. Lowman Concert Hall, as long as all of the conditions are met. The Motion was seconded by Vice-President Cook and approved with a unanimous vote.

11. HOMELAND SECURITY GRANT – IWD will apply for the FY 2014 Homeland Security Grant. The submittal is required by May 1<sup>st</sup>. The District will submit three applications.

12. VEHICLE ACQUISITION AND DISPOSAL – The District is acquiring a new Toyota 4x4 4Runner for \$39,272. We will surplus the 1992 Jeep Grand Cherokee. Vice-President Cook suggested leasing the new vehicle due to the typical low mileage. Hosny said he wanted to buy and depreciate the vehicle. Vice-President Cook made a MOTION to purchase a new 4Runner and dispose of the 1992 Jeep. The Motion was seconded by Director Monroe and passed with a unanimous vote.

CORRESPONDENCE: None

DIRECTOR'S COMMENTS: None

PUBLIC COMMENT: None

ADJOURNMENT: Vice-President Cook made a MOTION to adjourn the regular meeting which was seconded by Director Lattin. With a unanimous vote of all Directors present, the regular meeting was adjourned at 7:00 p.m.

IDYLLWILD WATER DISTRICT

BY: \_\_\_\_\_

KELLY CLARK - BOARD SECRETARY

APPROVED:  
IDYLLWILD WATER DISTRICT

BY: \_\_\_\_\_  
JOHN COOK – VICE-PRESIDENT