



## REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549

May 19, 2021 – 6:00 P.M.

**Topic: Board of Directors Meeting**

**Time: May 19, 2021 06:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://zoom.us/j/96765974723?pwd=ZjY4V1loZ0l3dnFzSjlzNXhaZTlxZz09>**

**Meeting ID: 967 6597 4723**

**Passcode: 319630**

**One tap mobile**

**+16699009128,,96765974723#,,,,\*319630# US (San Jose)**

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**Dial by your location**

**+1 669 900 9128 US (San Jose)**

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**Meeting ID: 967 6597 4723**

**Passcode: 319630**

**Find your local number: <https://zoom.us/u/ac8Gt9jB16>**

## 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. Each speaker will be given four (4) minutes to address the Board. Comments should be directed to the Board as a whole and not directed to individual Board members.

### 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

Regular Board Meeting: April 21, 2021



**B. FINANCIAL REPORTS**

1. Income statement for the ninth-month ending April 2021
2. District warrants for April 2021

Check #16533 – 16572	= \$	140,565.17
Gross Payroll	= \$	58,700.00
Federal/State PR taxes	= \$	3,200.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	231.00

**C. OPERATIONS REPORT**

**D. GENERAL MANAGER REPORT**

**DISCUSSION ITEMS**

**2. BOARD WORKSHOP**

**ACTION ITEMS**

3. **APPOINT ANA TREJO AS SECRETARY TO THE BOARD OF DIRECTORS**  
Board of Directors will consider appointing Ana Trejo as Secretary to the Board of Directors.

4. **CONSIDER APPROVING RESOLUTIONS NO. 779 & 780 WATER AND SEWER STAND-BY ASSESSMENTS**  
Board of Directors will hold a Public Hearing for water and sewer stand-by assessment fees for Fiscal Year 2021 – 2022 and consider approving Resolutions No. 779 & 780 approving water and sewer stand-by assessment fees. The rate will remain the same at \$30.00 per acre for water and sewer availability for vacant lots.

5. **CONSIDER APPROVING RESOLUTION NO. 782 BUDGET FOR FISCAL YEAR 2021 – 2022**  
Board of Directors will review the FY 2021 – 2022 Budget and consider adoption of Resolution No. 782 approving FY 2021 – 2022 Budget.

6. **CONSIDER CORONAVIRUS MITIGATION PROTOCOL BY IMPLEMENTING DISTRICT-WIDE POLICY ADHERING TO CDC GUIDELINES**  
Board of Directors will consider directing General Manager to modify existing COVID-19 protocols.



## DIRECTORS COMMENTS

### ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for June 16, 2021 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

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**Americans with Disabilities Act:** In compliance with the ADA, if you need special assistance to participate in a District meeting or other services offered by this District, please contact the District office @ 951-659-2143 or email: [admin@idyllwildwater.com](mailto:admin@idyllwildwater.com). Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting.



## REGULAR MEETING OF THE BOARD OF DIRECTORS

### IDYLLWILD WATER DISTRICT

25945 Highway 243  
Idyllwild, CA 92549

April 21, 2021 - 6:00 P.M.

## AGENDA

### CALL TO ORDER

President Schelly called the meeting to order at 6:00 P.M.

### ROLL CALL

Directors present: President Schelly, Vice President Szabadi, Director Kunkle, Director Gin and Director Hunt via zoom. General Manager Leo Havener and Chief Financial Officer Hosny Shouman was also present.

### PUBLIC COMMENTS

None.

### 1. CONSENT CALENDAR

#### A. MINUTES

Regular Board Meeting: March 17, 2021  
Special Board Meeting: March 23, 2021

#### B. FINANCIAL REPORTS

- Income statement for the ninth-month ending March 2021
- District warrants for March 2021

Check #16487 - 16532	= \$	224215.91
Gross Payroll	= \$	62,090.00
Federal/State PR taxes	= \$	4803.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	233.00

#### C. OPERATIONS REPORT

#### D. GENERAL MANAGER REPORT

#### **Directors' Comments**

Directors would like adjustments made to minutes and clarification of charts.  
Director Hunt inquired about reimbursement from Edison due to leak.





A MOTION was made by Vice President Szabadi to approve the Consent Calendar. Director Gin seconded.

The vote was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Vice President Szabadi Director Gin President Schelly Director Kunkle Director Hunt			

Motion approved.

#### DISCUSSION ITEMS

2. CONFIRM BOARD WORKSHOP DATE AND LOCATION
3. DRAFT 2021 – 2022 BUDGET AND CIP LIST
4. COVID-19 RESTRICTIONS UPDATE

#### ACTION ITEMS

5. APPROVAL OF GENERAL MANAGER CONTRACT

Board of Directors will consider approving the General Manager contract.

#### PUBLIC COMMENTS

Public also expressed that contract seemed excessive and inquired about past General Managers contracts.

#### DIRECTORS COMMENTS

Director Hunt and Director Kunkle both agreed that eight weeks of time off and severance package seemed excessive  
Director Gin expressed it was a give and take situation.

A MOTION was made by Vice President Szabadi to approve the acceptance of the General Manager Contract. Director Gin seconded.

The vote was as follows.

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Vice President Szabadi Director Gin President Schelly	Director Hunt Director Kunkle		

Motion approved.



## **ACTION ITEMS**

### **6. PURCHASE RAIN GAUGE**

Board of Directors will consider the purchase of a rain gauge.

## **PUBLIC COMMENTS**

None.

## **DIRECTOR COMMENTS**

Clarification that collected information would go on our website.

A MOTION was made by Vice President Szabadi to approve the purchase of a rain gauge.  
Director Gin seconded.

Vote was as follows.

### **AYES**

Vice President Szabadi  
Director Gin  
President Schelly  
Director Hunt  
Director Kunkle

### **NAYS**

### **ABSTAIN**

### **ABSENT**

**Motion approved.**

## **ADJOURNMENT**

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IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

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

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

BOARD SECRETARY

Dr. Charles Schelly  
BOARD PRESIDENT

**IDYLLWILD WATER DISTRICT  
 WATER FUND CONDENSED INCOME STATEMENT  
 FOR FISCAL MONTH ENDING APRIL 2020**

CONDENSED CATEGORY	FOR THE MONTH OF			APRIL 2021
	ACTUAL	BUDGET	VARIANCE	
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	70,112	70,112	0	0.00%
SALES-RESIDENTIAL/COMMERCIAL	46,154	52,000	-5,846	-11.24%
OTHER OPERATING REVENUE	0	0	0	0.00%
OTHER NON-OPERATING REVENUE*	1,593	2,100	-507	
<b>TOTAL OPERATING REVENUES</b>	<b>117,859</b>	<b>124,212</b>	<b>-6,353</b>	<b>-5.11%</b>
OPERATING REVENUE BY CATEGORY	FOR THE MONTH OF			APRIL 2020
	ACTUAL	BUDGET	F (U) VARIANCE	
BASE RATE - RESIDENTIAL	52,287	52,287	0	0.00%
BASE RATE - COMMERCIAL	17,825	17,825	0	0.00%
SALES-RESIDENTIAL	25,122	30,000	-4,878	-16.26%
SALES-COMMERCIAL	21,032	22,000	-968	-4.40%
SALES-SEWER	0	0	0	0.00%
SALES-CONSTRUCTION/OTHER	0	0	0	0.00%
TRANSFER FEES	0	0	0	0.00%
TURN ON/OFF FEES	0	0	0	0.00%
LIEN & LIEN RELEASE FEES	0	0	0	0.00%
DELINQUENCY FEES	25	50	-25	-50.00%
WILL SERVE LETTER FEES	50	50	0	0.00%
OTHER MISCELLANEOUS	0	0	0	0.00%
INSTALLATION FEES	1,518	2,000	-483	0.00%
CAPACITY FEES	0	0	0	0.00%
<b>TOTAL OPERATING REVENUES</b>	<b>117,859</b>	<b>124,212</b>	<b>-6,354</b>	<b>-5.12%</b>



**IDYLLWILD WATER DISTRICT  
WATER FUND CONDENSED INCOME STATEMENT  
FOR FISCAL MONTH ENDING APRIL 2020**

FOR THE MONTH OF APRIL 2020

CUBIC FEET OF SALES:

	Residential C.F	Commercial C.F	Total
R1 5/8	457,913	63,390	521,303
R2 3/4	6,350	13,860	20,210
R3 1"	5,940	80,900	86,840
R4 1.1/2"	0	29,540	29,540
R5 2"	0	12,480	12,480
R6 3"	0	7,561	7,561
IA 3"	0	71,860	71,860
NC-WWTP	0	2,640	2,640
<b>TOTAL CUBIC FEET OF SALES</b>	<b>470,203</b>	<b>282,231</b>	<b>752,434</b>

NUMBER OF CUSTOMER BILLS:

	R	C	Total
R1 5/8	1,434	107	1,541
R2 3/4	12	18	30
R3 1"	35	36	71
R4 1.1/2"	0	12	12
R5 2"	0	9	9
R6 3"	0	1	1
IA 3"	0	1	1
NC-WWTP	0	1	1
<b>TOTAL NUMBER OF CUSTOMER BILLS</b>	<b>1,481</b>	<b>185</b>	<b>1,666</b>

Sewer Acct	S	F "2"	F "3"	F "4"
Fire Services	418	0	0	0
Fire Services	0	0	0	0
Fire Services	0	0	3	3

Total Idyllwild Customers

**2,254**

**IDYLLWILD WATER DISTRICT  
WATER FUND CONDENSED INCOME STATEMENT  
FOR FISCAL MONTH ENDING APRIL 2020**

FOR THE MONTH OF APRIL 2021  
FOR THE MONTH OF VARIANCE  
F (U)  
%

BY CATEGORY  
**WATER OPERATING EXPENSES:**  
ACTUAL BUDGET VARIANCE %

1- WAGES AND SALARIES EXPENSES	50,750	62,000	11,250	18.15%
2- RETIREMENT PLAN AND LIFE INSURANCE	5,850	6,000	150	2.50%
3- MEDICAL INSURANCE	10,428	12,000	1,572	13.10%
4- UNIFORM EXPENSES	205	438	233	53.14%
5- WORKER'S COMP INSURANCE	1,969	500	-1,469	-293.80%
6- RETIREMENT MEDICAL INSURANCE	0	3,500	3,500	100.00%
7- BOARD REIMBURSEMENT	100	500	400	80.00%
8- OFFICE SUPPLIES	2,756	2,000	-756	-37.80%
9- OFFICE CLEANING SERVICE	210	280	70	25.00%
10- POSTAGE AND MAILING FEE	0	900	900	100.00%
11- TRAINING AND EDUCATION	0	200	200	100.00%
12- TRAVELING, MILEAGE, MEALS REIMBURSEMENT	0	629	629	100.00%
13- DUES, FEES, SUBSCRIPTIONS	153	2,000	1,847	92.35%
14- ADVERTISING AND PUBLISHING	60	542	482	88.92%
15- COMPUTER SERVICES	1,206	2,500	1,294	51.76%
16- LEGAL SERVICES	5,702	3,500	-2,202	-62.91%
17- ENGINEERING AND CONSULTING	0	200	200	100.00%
18- UTILITIES - ELECTRICITY	7,337	5,000	-2,337	-46.74%
19- UTILITIES - GAS& FUEL	678	800	122	15.25%
20- UTILITIES - PROPANE	1,400	325	-1,075	-330.77%
21- UTILITIES - TELEPHONE INTERNET	1,008	761	-248	-32.54%
22- UTILITIES - WASTE MANAGEMENT FEE	200	184	-16	-8.60%
23- AUTO AND PROPERTY INSURANCE	0	500	500	100.00%
24- STATE/COUNTY WATER SYSTEM FEES	10,074	2,000	-8,074	-403.70%
25- GENERAL PLANT & TREATMENT SERVICES	5,702	5,000	-702	-14.04%
26- VEHICLES REPAIRS AND MAINTENANCE	1,200	500	-700	-140.00%
27- LABORATORY SERVICES	0	1,500	1,500	100.00%
28- WATER SECURITY SYSTEM	0	771	771	100.00%
29- PROPERTY TAX EXPENSES	0	233	233	100.00%
30- COMPENSATED TIME	0	500	500	100.00%
31- BANK FEE CHARGE	0	300	300	100.00%
32- WATER MAINTENANCE AND PUMP REPAIR	750	1,500	750	50.00%
33- ACCOUNTING AND AUDITING FEE	0	500	500	100.00%
34- WATER LEAK (IWD Leak Side)	0	500	500	100.00%
<b>TOTAL OPERATING EXPENSES</b>	<b>108,488</b>	<b>118,062</b>		

**TOTAL INCOME AND (LOSS) 9,371**

**6,150**

**INDY/MILO WATER DISTRICT  
SEWER FUND CONDENSED INCOME STATEMENT  
FOR FISCAL MONTH ENDING APRIL 2021**

FOR THE MONTH OF APRIL 2021

CONDENSED BY CATEGORY	ACTUAL	BUDGET	VARIANCE	%
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	58,142	58,080	62	0.11%
OTHER OPERATING	0	0	0	0.00%
<b>TOTAL OPERATING REVENUES</b>	<b>58,142</b>	<b>58,080</b>	<b>62</b>	<b>0.11%</b>
OPERATING EXPENSES:				
1- WAGES AND SALARIES	7,950	18,000	10,050	55.83%
2- RETIREMENT AND LIFE INSURANCE	1,850	2,500	650	26.00%
3- MEDICAL INSURANCE	3,476	5,000	1,524	30.48%
4- UNIFORM EXPENSE	68	300	232	77.33%
5- WORKERS COMPENSATION INSURANCE	656	200	-456	-228.00%
6- RETIREMENT MEDICAL INSURANCE	0	917	917	100.00%
7- BOARD REIMBURSEMENT	0	200	200	100.00%
8- OFFICE SUPPLIES	310	400	90	22.50%
9- OFFICE CLEANING SERVICES	70	150	80	53.33%
10- POSTAGE AND MAIL FEE	233	400	167	41.75%
11- EDUCATION AND TRAINING	0	200	200	100.00%
12- TRAVELING, MILEAGE, MEAL REIMBURSEMENT	0	292	292	100.00%
13- DUE AND SUBSCRIPTION FEE	30	1,000	970	97.00%
14- COMPUTER SERVICES	402	1,000	598	59.80%
15- LEGAL SERVICES	1,900	500	-1,400	-280.00%
16- UTILITIES - ELECTRICITY	4,000	4,200	200	4.76%
17- UTILITIES - GAS & FUEL	155	437	282	64.50%
18- UTILITIES - PROPANE	0	25	25	100.00%
19- UTILITIES - TELEPHONE&INTERNET	336	292	-44	-15.20%
20- UTILITIES - WASTE MANAGEMENT FEE	86	125	59	47.20%
21- VEHICLES REPAIRS AND MAINTENANCE	330	500	170	34.00%
22- ENGINEERING SERVICES	0	2,000	2,000	100.00%
22- MAINTENANCE AND SUPPLIES	0	25	25	87.50%
23- GENERAL PLANT SERVICES	778	2,500	1,722	68.88%
24- SEWER PERMIT AND LICENSE(State Fee)	0	500	500	100.00%
25- MINOR EQUIPMENT AND SUPPLIES	0	42	42	100.00%
26- SEWER LEASE	0	4,500	4,500	100.00%
27- ADVERTISING AND PUBLISHING	0	125	125	100.00%
28- LABORATORY SERVICES	387	2,000	1,613	80.65%
29- GENERAL AUTO AND LIABILITY INSURANCE	0	1,000	1,000	100.00%
30- SECURITY SYSTEM (ADT)	0	208	208	100.00%
31- ACCOUNTING & AUDITING FEE	0	2,000	2,000	100.00%
32- LINE CLEANING	0	100	100	100.00%
<b>Total Expenses</b>	<b>23,022</b>	<b>51,812</b>	<b>28,790</b>	<b>55.57%</b>
<b>Total INCOME OR (LOSS)</b>	<b>35,120</b>	<b>6,268</b>		

**IDYLLWILD WATER DISTRICT**  
**SEWER FUND CONDENSED INCOME STATEMENT**  
**FOR FISCAL MONTH ENDING APRIL 2021**

FOR THE MONTH OF APRIL 2021

SEWER FUND OPERATING REVENUES	ACTUAL	BUDGET	VARIANCE	F (U)		
					%	
BASE RATE-COMMERCIAL	39,136	39,242	-106		-0.27%	
BASE RATE- RESIDENTIAL	19,006	18,838	168		0.89%	
TRANSFER FEE	0	0	0		0.00%	
FACILITY CHARGE FROM IAF	0	0	0		0.00%	
INSPECTION FEE	0	0	0		0.00%	
OTHER MISCE	0	0	0		0.00%	
<b>TOTAL OPERATING REVENUE</b>	<b>58,142</b>	<b>58,080</b>	<b>62</b>		<b>0.11%</b>	
EQUIVALENT DWELLING UNITS (E.D.U'S)						
RESIDENTIAL	455	448	7.0		1.56%	
COMMERCIAL	931	933	(2.0)		-0.21%	
<b>TOTAL E.D.U'S</b>	<b>1,386</b>	<b>1,381</b>	<b>5.0</b>		<b>0.36%</b>	
<b>TOTAL Customers</b>	<b>419</b>	<b>166</b>	<b>585</b>			

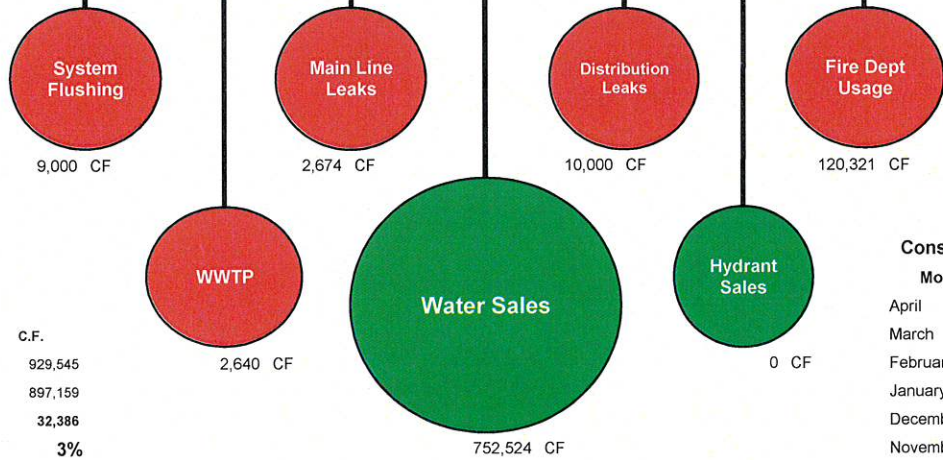
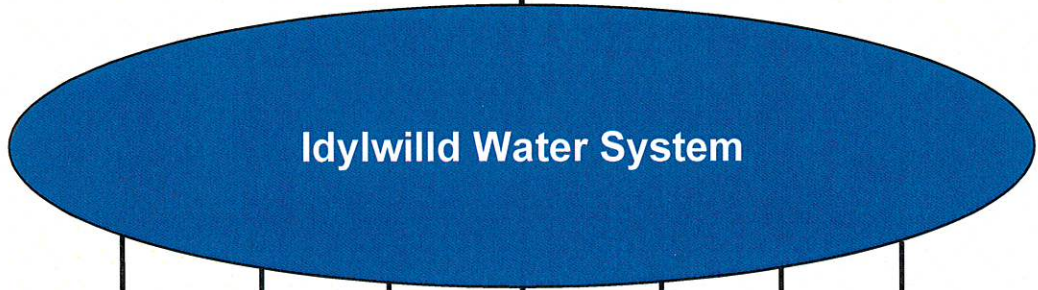
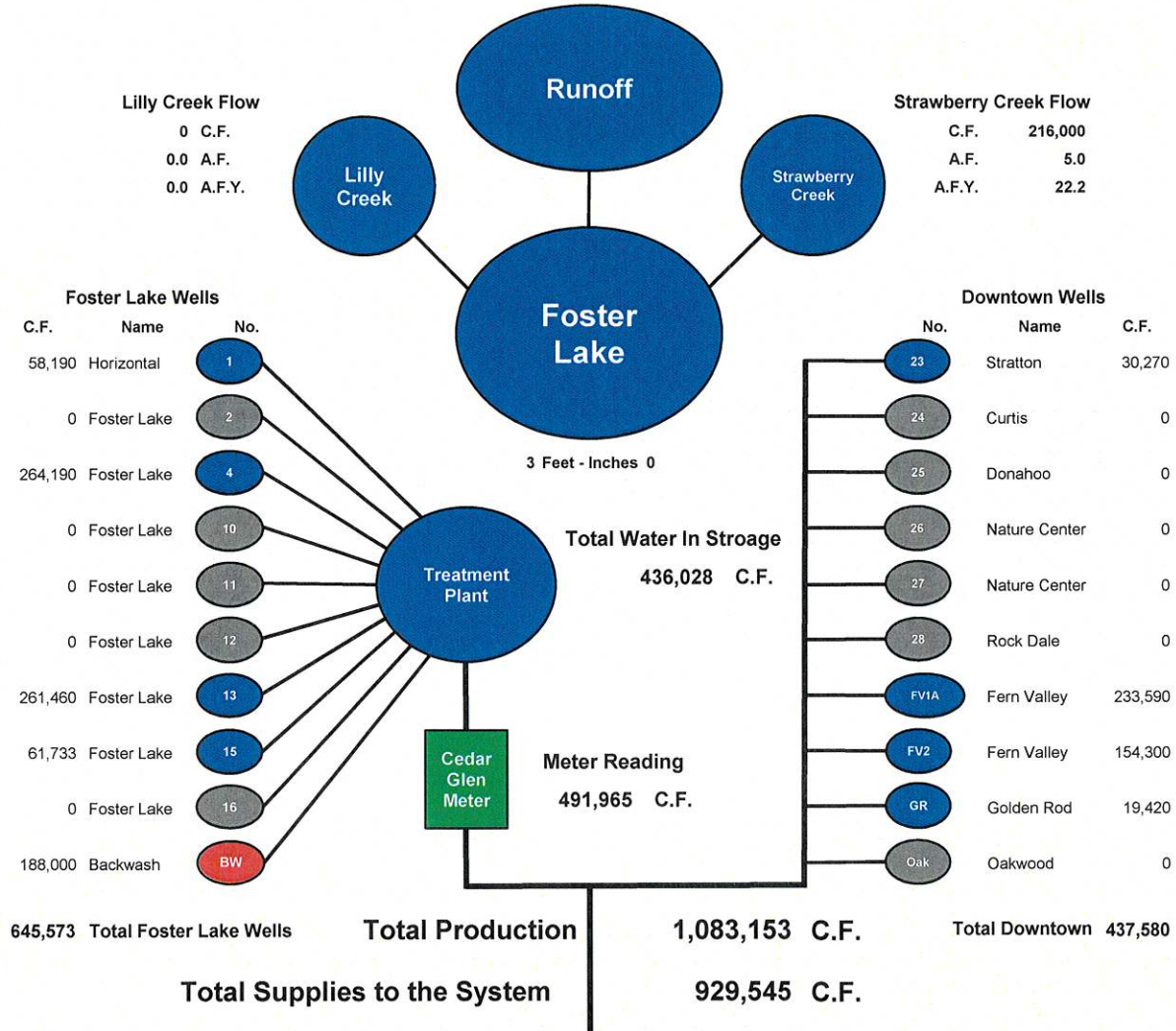




# Idyllwild Water District

## Water System Schematic For Operations Report

April 2021



**System Loss**

System Loss	C.F.
Total System	929,545
Total Usage	897,159
Loss	32,386
Loss %	3%

**Conservation Stage**

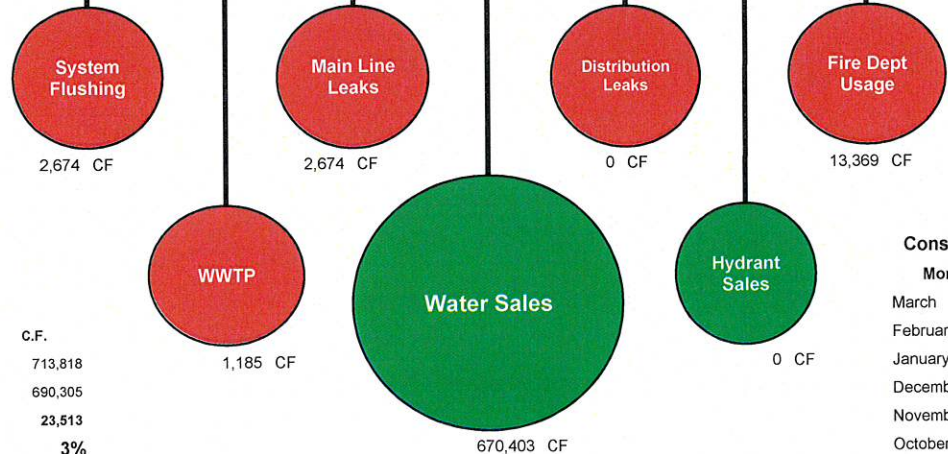
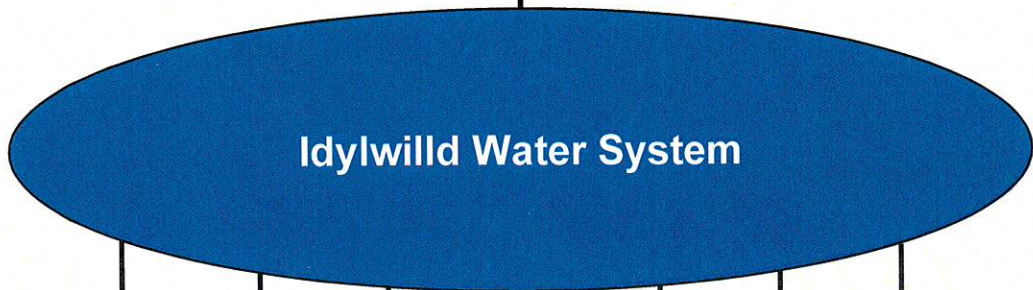
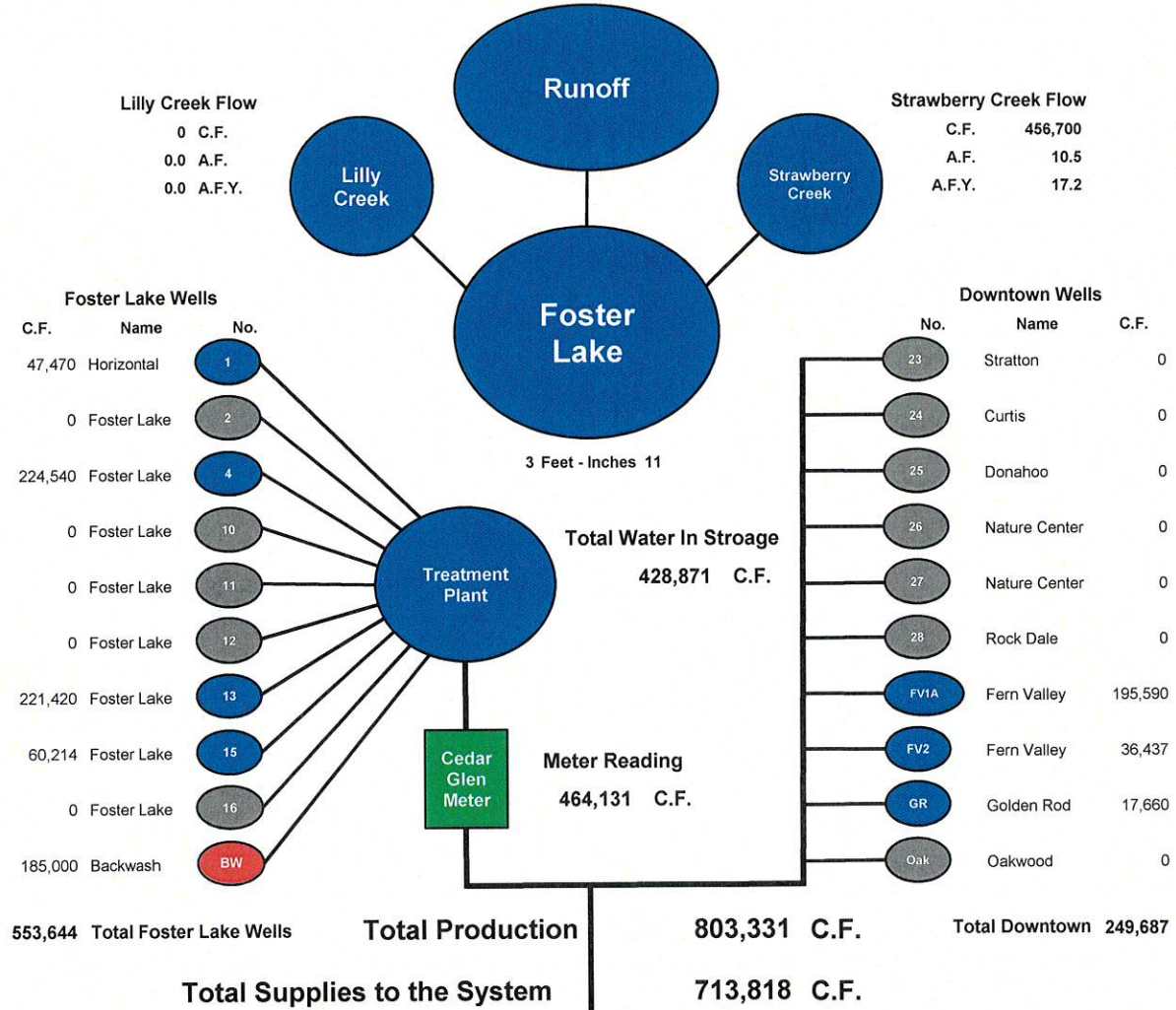
Month	Stage
April	1
March	1
February	1
January	1
December	1
November	1



# Idyllwild Water District

## Water System Schematic For Operations Report

March 2021



System Loss	C.F.
Total System	713,818
Total Usage	690,305
Loss	23,513
<b>Loss %</b>	<b>3%</b>

Conservation Stage	
Month	Stage
March	1
February	1
January	1
December	1
November	1
October	2

# **General Manager Report**

**May 19, 2021**





# **EPA LEAD AND COPPER RULE REVISIONS (LCRR)**

**Over the next three years, the LCRR will require IWD to conduct an inventory of service lines and determine the material of those lines and fittings.**

**Under the LCRR, water systems will need to determine if any portion of the service line and its fittings are: lead, galvanized, non-lead, or lead.**

**A water system may want to collect more specific data on the type of material, such as copper, plastic or steel.**

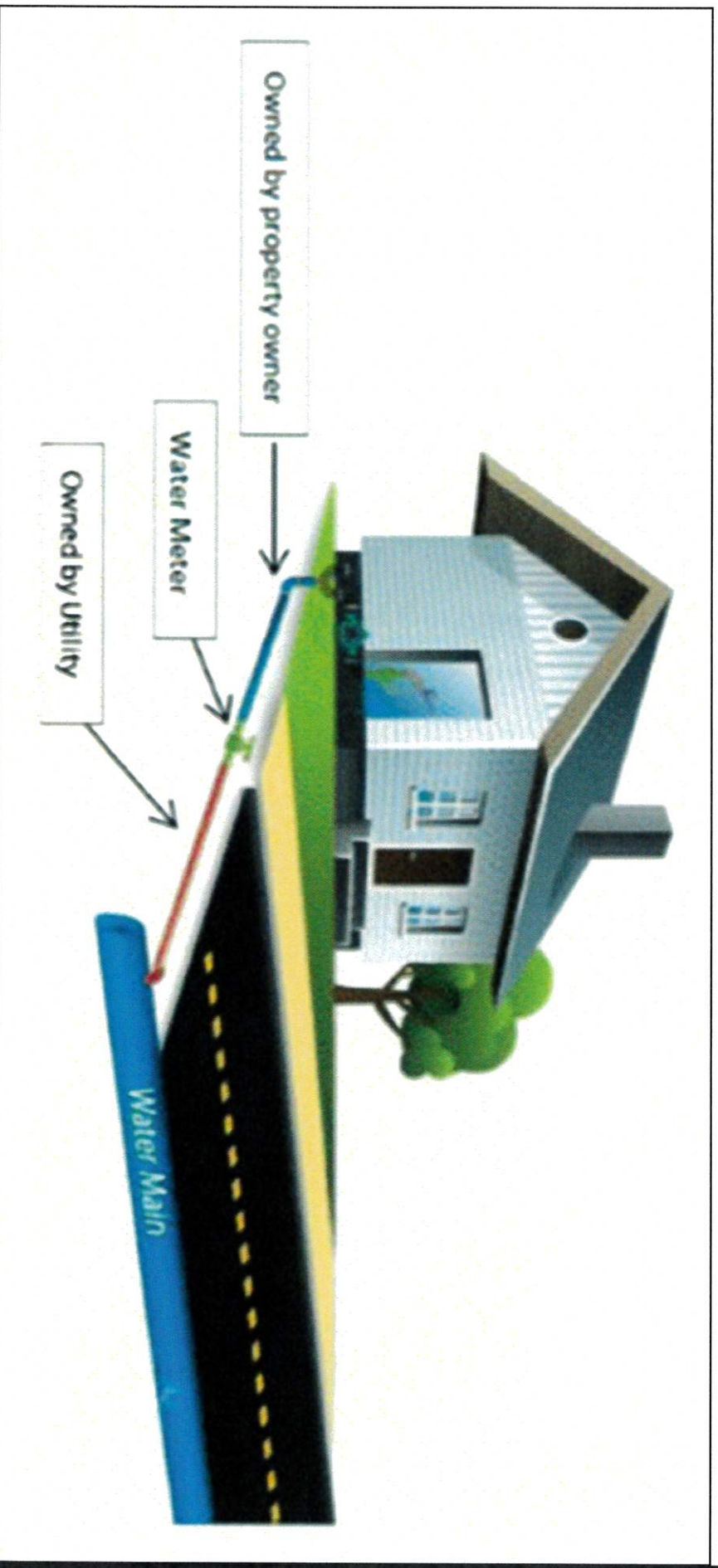
# **EPA LEAD AND COPPER RULE REVISIONS (LCRR)**

**Under the EPA's LCRR, community water systems in California will need to inventory the privately-owned portion ("Owned by property owner") of the service line over the next three years.**

**There are three items a water system needs to complete by January 16, 2024:**

- An inventory of service lines from the main to the building inlet
- An inventory of schools
- An inventory of child care centers

# LCRR OWNERSHIP OF FACILITIES





# **LCRR NEXT STEPS FOR WATER SYSTEMS**

**The LCRR specifically provides the following requirements to water systems to create an inventory:**

- A water system must use any information on lead and galvanized iron or steel that it has identified when conducting the inventory of service lines in its distribution system.
- The water system service line material must be categorized with the following: lead, galvanized, non-lead (including copper, plastic, or steel) or lead status unknown.



# **LCRR NEXT STEPS FOR WATER SYSTEMS**

**The water system must also review the sources of information listed below to identify service line materials for the inventory. The water system may use other sources of information not listed below, if approved by the State.**

- All construction and plumbing codes, permits, and existing records or other documentation which indicates the service line materials used to connect structures to the distribution system.
- All water system records, including distribution system maps and drawings, historical records on each service connection, meter installation records, historical capital improvement or master plans, and standard operating procedures.
- All inspections and records of the distribution system that indicate the material composition of the service connections that connect a structure to the distribution system.

# **GOVERNOR EXECUTIVE ORDER N-42-20**

**Emergency Customer Protection (ECP), COVID-19, will no longer be in effect after June 30, 2021**

**All accounts will be notified that the ECP has ended**

**All accounts in the arrears will be notified of the following:**

- Have until August 1, 2021 to get current or make a payment plan that does not exceed 12 months
- Failure to meet the August 1, 2021 deadline will result in service being shut-off



# **2021 DROUGHT IN CALIFORNIA**

**Snowpack is at just over 50% of normal**

**Riverside County, Division of Drinking Water request information pertaining to District well levels**

- Same information staff is developing for the Board
- District will provide the Board and County the requested information once it has been compiled and analyzed



# DEER FOOT LANE LEAK













# **BOARD WORKSHOP MAY 15, 2021**

**Capital Improvement Projects**

**Fiscal Year 2021 – 2022 Budget**

**10-Year CIP Plan**

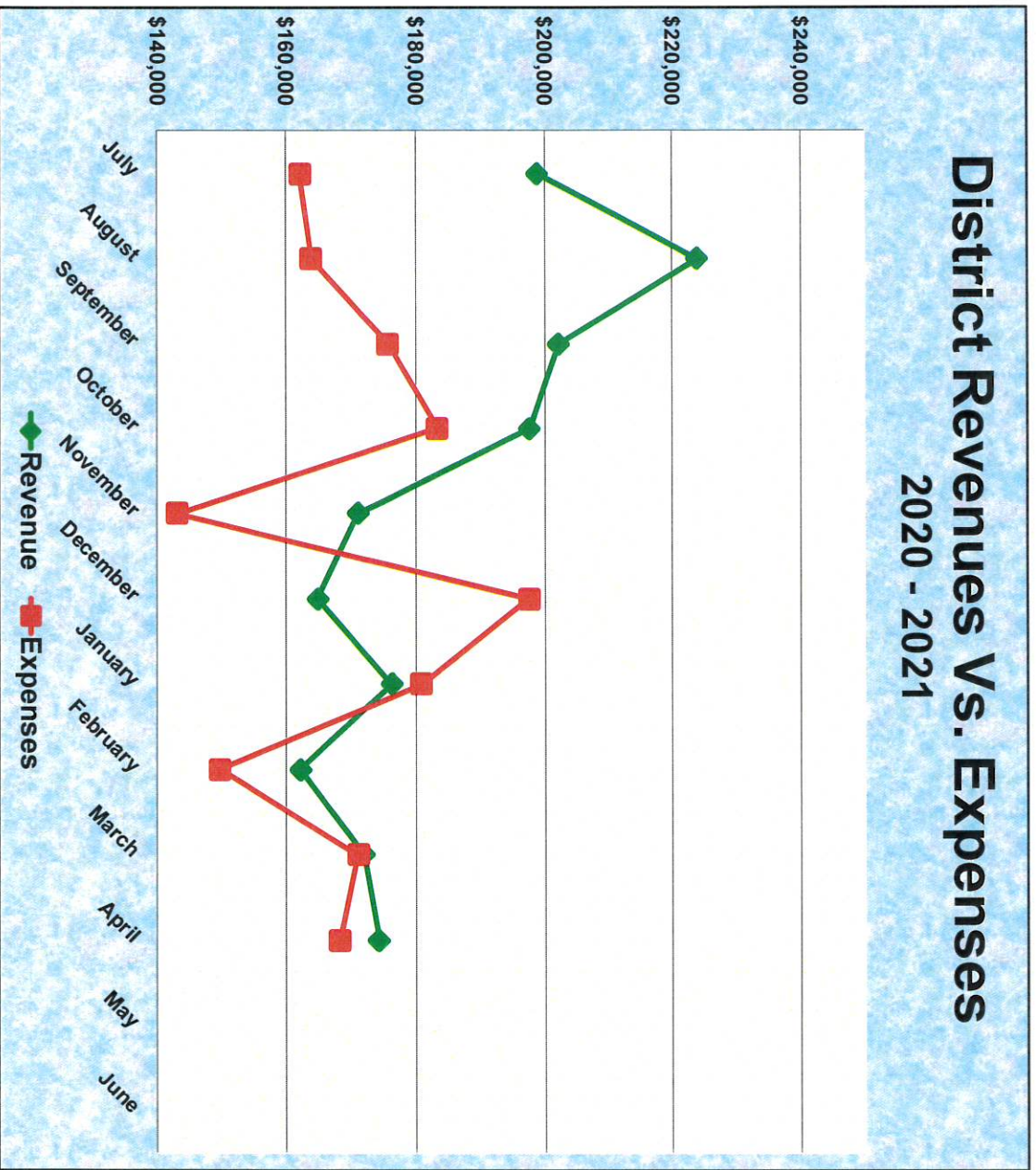
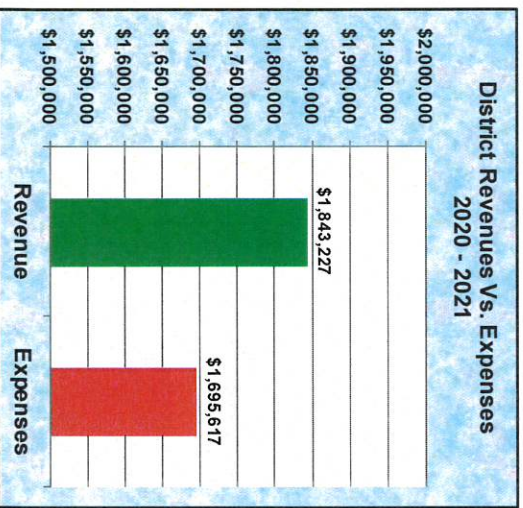
**Water & Sewer EDU's**

**Pipeline Construction Challenges**

# District Revenues Vs. Expenses

## FY 2020 - 2021

District Revenues vs. Expenses		
2020 - 2021	Revenue	Expenses
July	\$ 198,827	\$ 162,224
August	\$ 223,883	\$ 163,900
September	\$ 202,151	\$ 175,691
October	\$ 197,691	\$ 183,358
November	\$ 171,051	\$ 143,030
December	\$ 164,858	\$ 197,517
January	\$ 176,248	\$ 180,909
February	\$ 162,158	\$ 149,650
March	\$ 172,048	\$ 171,058
April	\$ 174,312	\$ 168,280
May		
June		
<b>Total</b>	<b>\$ 1,843,227</b>	<b>\$ 1,695,617</b>

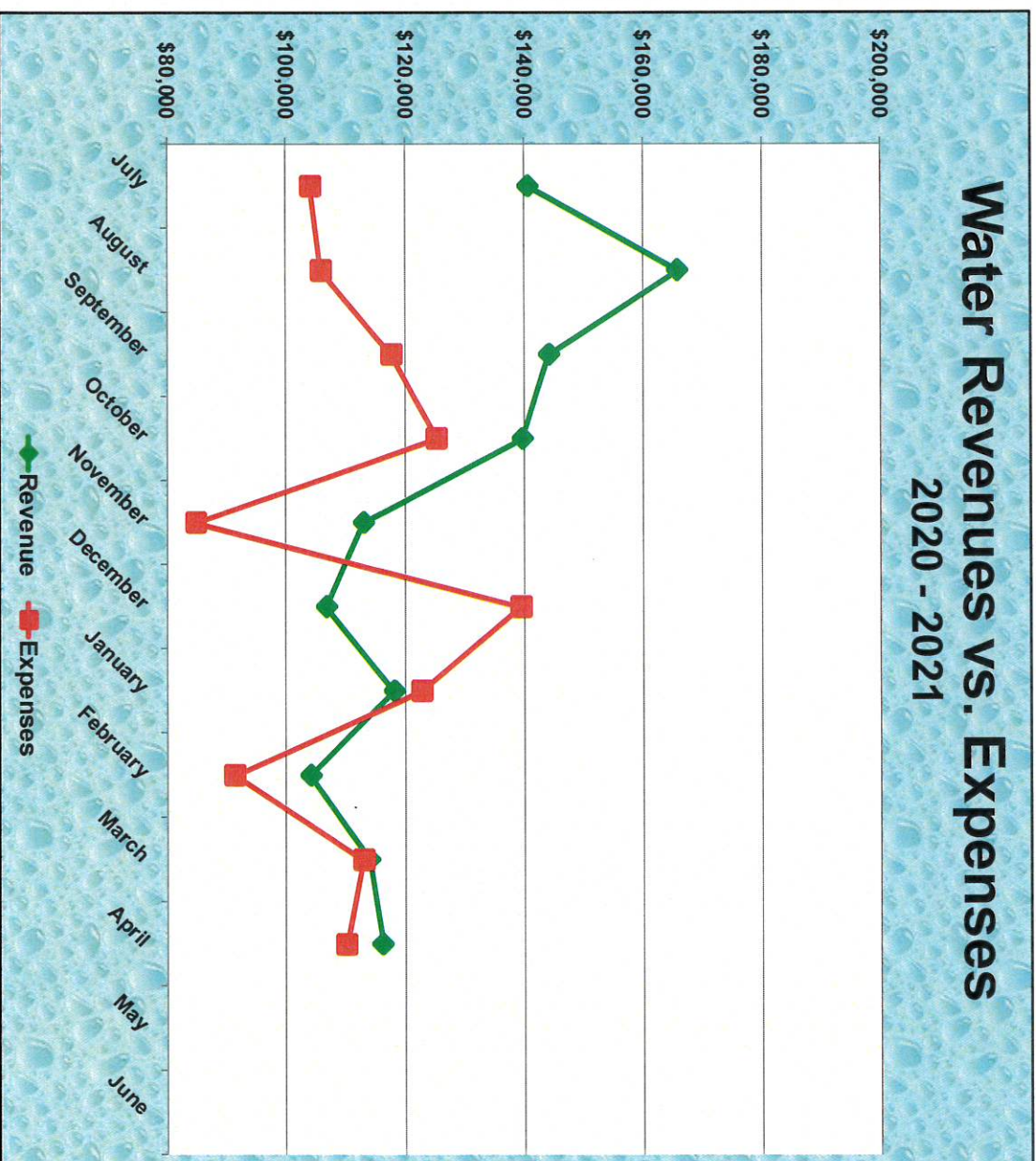
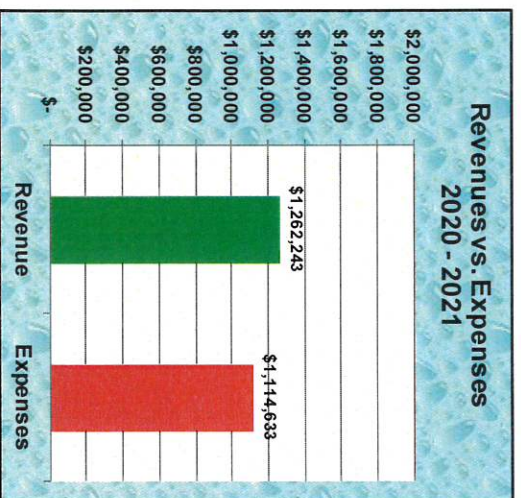




# Water Revenues Vs. Expenses

## FY 2020 - 2021

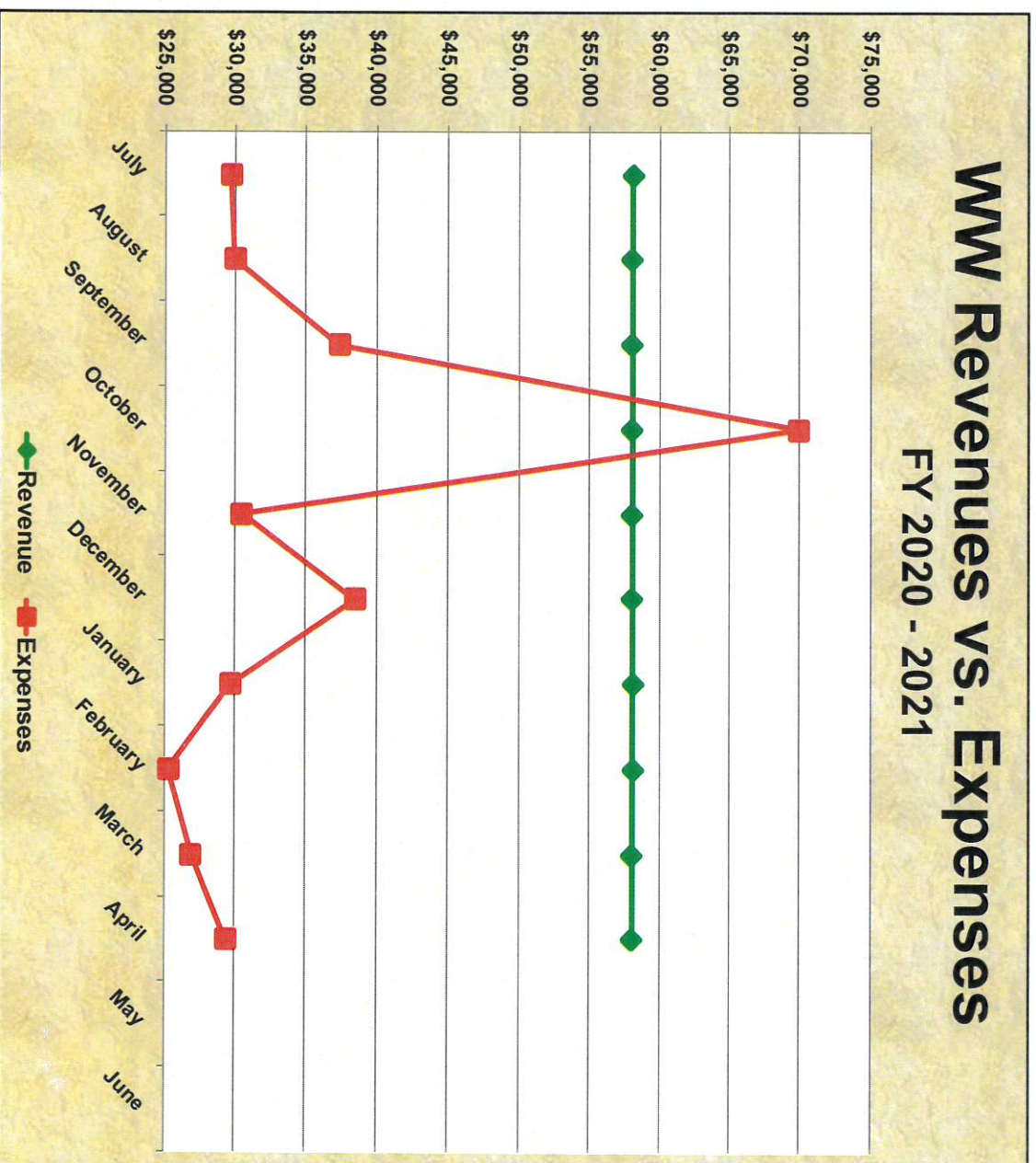
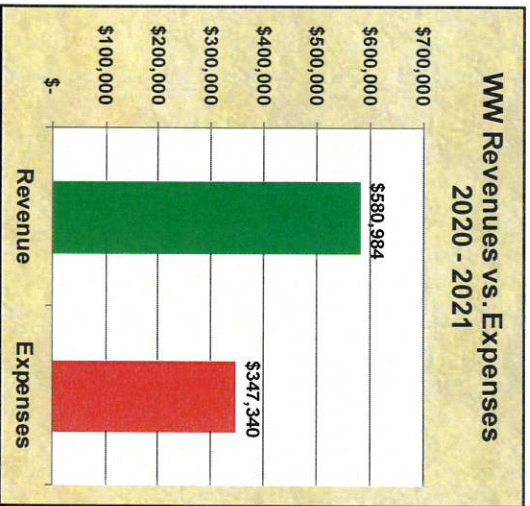
Water Revenues vs. Expenses		
2020 - 2021	Revenue	Expenses
July	\$ 140,663	\$ 104,060
August	\$ 165,803	\$ 105,820
September	\$ 144,071	\$ 117,611
October	\$ 139,611	\$ 125,278
November	\$ 112,971	\$ 84,950
December	\$ 106,778	\$ 139,437
January	\$ 118,118	\$ 122,779
February	\$ 104,028	\$ 91,520
March	\$ 113,968	\$ 112,978
April	\$ 116,232	\$ 110,200
May		
June		
<b>Total</b>	<b>\$ 1,262,243</b>	<b>\$ 1,114,633</b>





# Wastewater Revenues Vs. Expenses FY 2020 - 2021

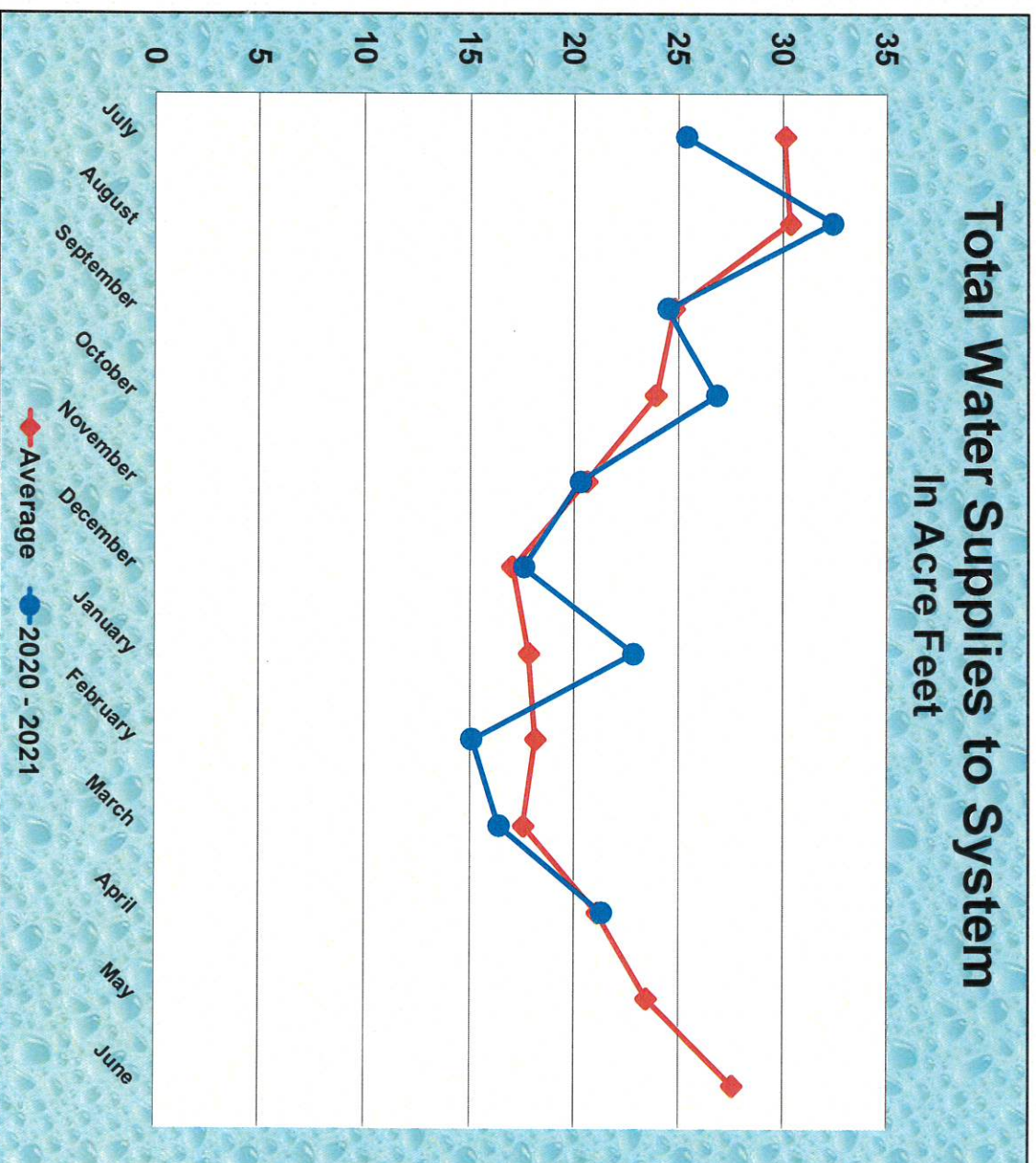
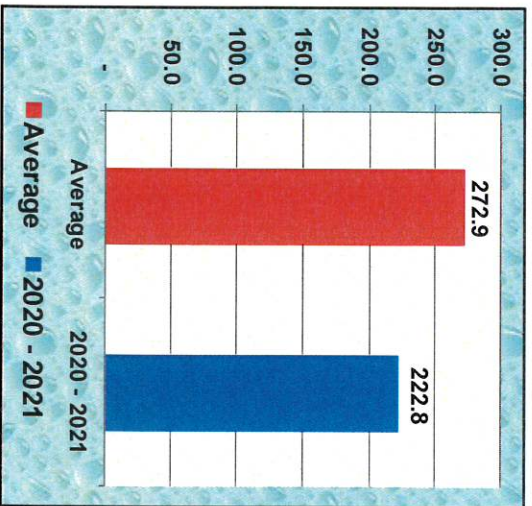
WW Revenues vs. Actual Expenses		
2020 - 2021	Revenue	Expenses
July	\$ 58,164	\$ 29,675
August	\$ 58,080	\$ 29,984
September	\$ 58,080	\$ 37,384
October	\$ 58,080	\$ 69,997
November	\$ 58,080	\$ 30,498
December	\$ 58,080	\$ 38,500
January	\$ 58,130	\$ 29,680
February	\$ 58,130	\$ 25,274
March	\$ 58,080	\$ 26,944
April	\$ 58,080	\$ 29,404
May		
June		
<b>Total</b>	<b>\$ 580,984</b>	<b>\$ 347,340</b>





# Total Water Supplies to System In Acre Feet

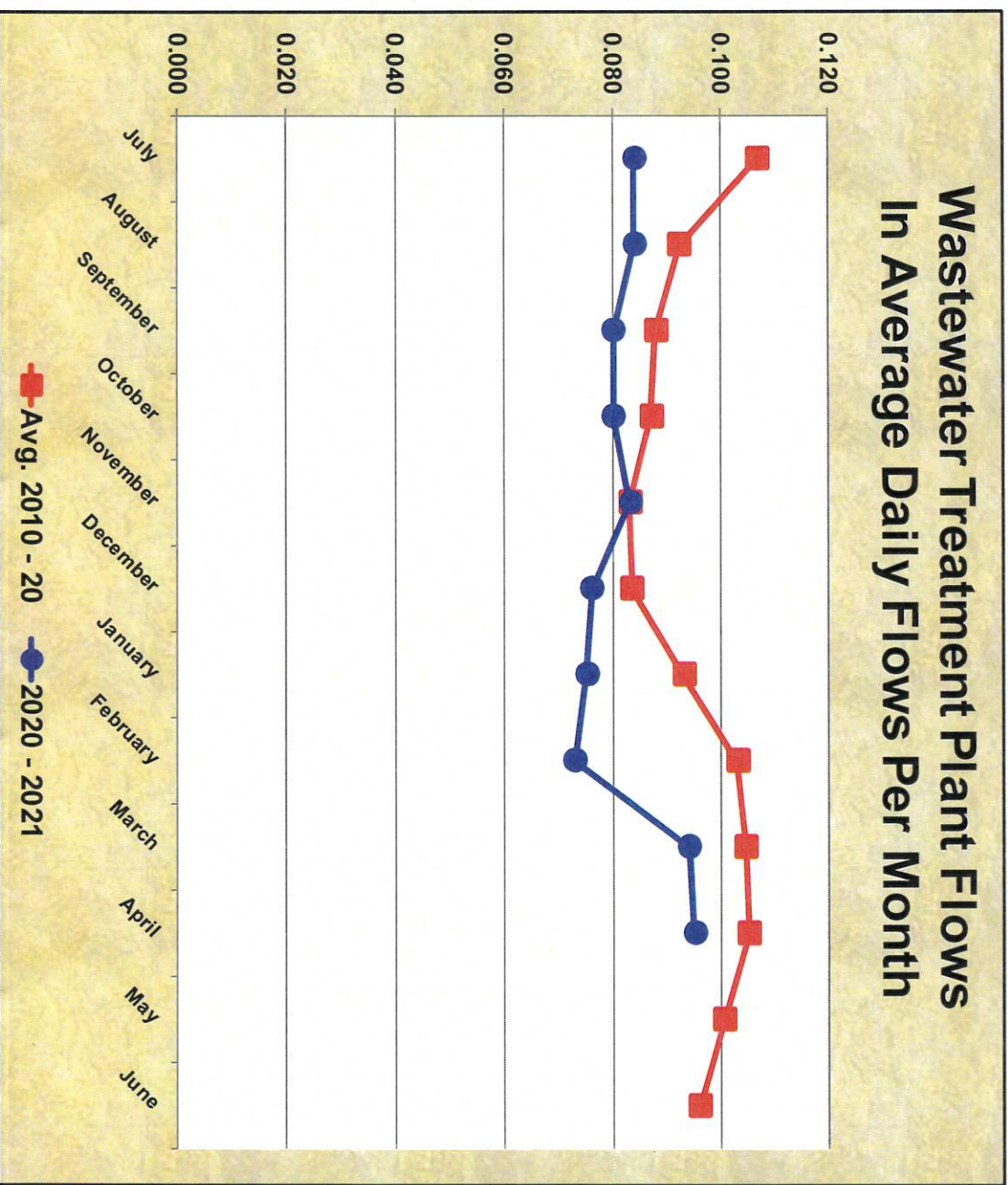
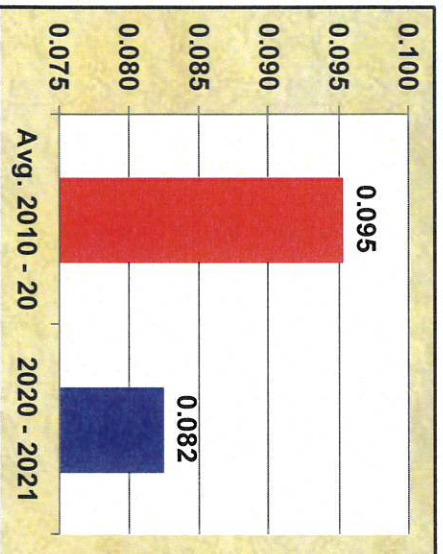
Total Water Supplies To System		
Fiscal Year	Average	2020 - 2021
July	30.1	25.4
August	30.4	32.4
September	24.8	24.5
October	24.0	26.8
November	20.6	20.3
December	17.1	17.6
January	17.9	22.9
February	18.2	15.1
March	17.6	16.4
April	21.1	21.3
May	23.5	
June	27.6	
<b>Total</b>	<b>272.9</b>	<b>222.8</b>





# Wastewater Treatment Plant Flows In Average Daily Flows Per Month

Month	Avg. 2010 - 20	2020 - 2021
July	0.107	0.084
August	0.092	0.084
September	0.088	0.080
October	0.087	0.080
November	0.083	0.083
December	0.083	0.076
January	0.093	0.075
February	0.103	0.073
March	0.105	0.094
April	0.105	0.095
May	0.101	
June	0.096	
Average	0.095	0.082



# OVERVIEW

## Strawberry Creek Pipeline Project

- Communicating with property owner

## Wastewater Treatment Plant Update

- Staff toured Joshua Tree USBF plant
- Feasibility Study finalized in June

## Search for General Counsel is in process

## Tesco is progressing on the Control Panel

- Tesco Workshop May 20<sup>th</sup>



# OVERVIEW

Dealt with personnel matters

Held Management Team meetings

Addressed various customer service issues

Communicated with General Counsel regarding various District matters

Prepared items for Board meeting

Met with Directors regarding various matters





# Questions





# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Leo Havener, General Manager  
**Date:** May 19, 2021  
**Subject:** Item 3 – Appoint Ana Trejo As Secretary To The Board Of Directors

---

### **Recommendation:**

Board of Directors will consider appointing Ana Trejo as Secretary to the Board of Directors.

### **Procedure:**

- Board votes to appoint Ana Trejo as Secretary to the Board of Directors.
- General Manager Havener performs the Oath of Office for Ana Trejo

### **Background:**

Ana Trejo is a temporary Office Assistant who has been employed with the District for a year. Ana has a good work ethic and has been training to be Secretary to the Board.



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors

**From:** Leo Havener, General Manager

**Date:** May 19, 2021

**Subject:** Item 4 – Resolutions No. 779 & 780 Water and Sewer Stand-By Assessments For FY 2021 - 2022

---

### Recommendation:

Board of Directors will hold a Public Hearing to consider water and sewer stand-by assessments for Fiscal Year 2021 – 2022 for undeveloped parcels within the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area).

### Background:

During the February 17, 2021 Board of Directors meeting, the Board set a date of May 19, 2021 for a Public Hearing for water and sewer stand-by assessments for Fiscal Year 2021 – 2022.

In order to equitably allocate costs for benefits received by having water and/or sewer service available to undeveloped parcels, Idyllwild Water District has for decades imposed a Stand-By Assessment on unimproved lots within the Water Service area or Improvement District No. 1 (Sewer Service area).

The fees of \$30.00 per acre are not proposed to change and will be collected on the unified property tax bill issued by Riverside County.

### Conclusion:

General Manager recommends approving Resolutions No. 779 & 780 for Water and Sewer Stand-By Assessments for FY 2021 - 2022.





## RESOLUTION NO. 779

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT APPROVING A WATER STANDBY CHARGE ON ALL UNIMPROVED LANDS WITHIN THE DISTRICT AND CONDUCTING A PUBLIC HEARING THEREON

The Board of Directors of the IDYLLWILD WATER DISTRICT ("District") hereby resolves as follows:

1. The Board of Directors of the District proposes to implement a water service standby, or availability, charge on all unimproved lands within Idyllwild Water District for the fiscal year July 1, 2021 to June 30, 2022, in accordance with, and pursuant to, Water Code Section 31032.1 et seq.
2. The charge is to be \$30.00 per acre per year for each acre of unimproved land and \$30.00 per year for each parcel of land that is less than 1 acre in size. "Unimproved land" is defined as those parcels of land upon which a water meter has not been set by the Idyllwild Water District.
3. All charges proposed to be levied shall be collected on the tax roll of Riverside County in the same manner, by the same persons and at the same time as, together with and not separately from, the general taxes for the District, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties.
4. The General Manager shall cause a written report to be prepared and filed with the Secretary of the District which shall contain a description of each parcel of real property and an amount of the charge for each parcel for the year.
5. A Public Hearing on the said written report was conducted by the Board of Directors of the District at 6:00 p.m., on May 19, 2021, in the meeting room in the offices of the District, located at 25945 Hwy. 243, Idyllwild, California 92549. At this hearing, the Board of Directors heard and considered all public testimony. At the close of the Public Hearing, the Board of Directors may adopt, revise, change, reduce or modify the proposed charge.
6. The District published a notice of the filing of the written report of the time and place of the Public Hearing thereon in accordance with Government Code, Section 6066 prior to the date set for the Hearing in the Idyllwild Town Crier, a newspaper of local general circulation and shall post a similar notice in no less than three public places within the District.

THEREFORE, BE IT RESOVED THAT, the Board of Directors of the Idyllwild Water District approves a Water Standby Fee charge in amount of \$30.00 per acre per year for each acre and \$30.00 per year for each parcel of land that is less than one acre in size on all unimproved lands within the District.







## RESOLUTION NO. 780

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT IMPROVEMENT DISTRICT #1 APPROVING A SEWER STANDBY CHARGE ON ALL UNIMPROVED LANDS WITHIN THE DISTRICT AND CONDUCTING A PUBLIC HEARING THEREON

**The Board of Directors of the IDYLLWILD WATER DISTRICT - IMPROVEMENT DISTRICT #1 ("District") hereby resolves as follows:**

1. The Board of Directors of the District proposes to implement a sewer and waste service standby, or availability, charge on all unimproved lands within Improvement District #1 for the fiscal year July 1, 2021 to June 30, 2022, in accordance with, and pursuant to, Water Code Section 31032.1 et seq.
2. The charge is to be \$30.00 per acre per year for each acre of unimproved land and \$30.00 per year for each parcel of land that is less than 1 acre in size. "Unimproved land" is defined as those parcels of land upon which a water meter has not been set by the Idyllwild Water District.
3. All charges proposed to be levied shall be collected on the tax roll of Riverside County in the same manner, by the same persons and at the same time as, together with and not separately from, the general taxes for the District, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties.
4. The General Manager shall cause a written report to be prepared and filed with the Secretary of the District which shall contain a description of each parcel of real property and an amount of the charge for each parcel for the year.
5. A Public Hearing on the said written report was conducted by the Board of Directors of the District at 6:00 p.m., on May 19, 2021, in the meeting room in the offices of the District, located at 25945 Hwy., Idyllwild, California 92549. At this Hearing, the Board of Directors heard and considered all public testimony. At the close of the Public Hearing, the Board of Directors may adopt, revise, change, reduce or modify the proposed charge.
6. The District published a notice of the filing of the written report of the time and place of the public hearing thereon in accordance with Government Code, Section 6066 prior to the date set for the Hearing in the Idyllwild Town Crier, a newspaper of local general circulation and shall post a similar notice in no less than three public places within the District.







# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors

**From:** Leo Havener, General Manager

**Date:** May 19, 2021

**Subject:** Item 5 – Consider Approving Resolution No. 782 Budget for Fiscal Year 2021 - 2022

---

### **Recommendation:**

Board of Directors will review the FY 2021 – 2022 Budget and consider adoption of Resolution No. 782 approving FY 2021 – 2022 Budget.

### **Vote Procedures:**

1. First Vote: Will be on the complete Budget, excluding the notes, which includes the employee benefits.
2. Second Vote: Will excuse Director Kunkle while the other Board members vote on the notes, which include the employee benefits.

### **Background:**

The Budget will provide for the operation of the District in a sustainable manner for fiscal year 2021 – 2022.

As always, the Budget is a plan based on the information and assumptions available during its development. Should conditions change during the year, the Board of Directors has the ability to modify the budget to respond to changing conditions.

**Attachments:**

- IWD Fiscal Year 2021 – 2022 Budget
- Resolution No. 782



**RESOLUTION NO. 782**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE IDYLLWILD WATER DISTRICT  
ADOPTING A BUDGET FOR  
FISCAL YEAR 2021 - 2022**

**WHEREAS**, the General Manager of Idyllwild Water District (District) has prepared and submitted to the Board of Directors (Board) of Idyllwild Water District a proposed budget for Fiscal Year 2021 – 2022 (Proposed Budget).

**WHEREAS**, the Board has received on May 19, 2021 and reviewed the Proposed Budget; and

**WHEREAS**, the Board considered approval of the Proposed Budget at the May 19, 2021 Board meeting, where all interested persons were heard; and

**WHEREAS**, the Board has considered the Proposed Budget and comments thereon, and has determined it is necessary for the efficient management of the District that certain sums of revenue be appropriated to the activities as set forth in said budget.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT HEREBY FIND, DETERMINE, ORDER AND RESOLVE AS FOLLOWS:**

Section 1: The Board adopts the Budget for Fiscal Year 2021 – 2022, a copy of which is attached and made part of this Resolution.

Section 2: The District's General Manager is authorized to take all necessary actions to implement the provisions of the Budget as adopted by Resolution.

Adopted this 19<sup>th</sup> day of May 2021.

IDYLLWILD WATER DISTRICT

By: \_\_\_\_\_  
Dr. Charles Schelly, President Board of Directors

ATTEST:



I, Leo Havener, Interim 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 May 19, 2021, by the following vote:

AYES:

NAY:

ABSTAIN:

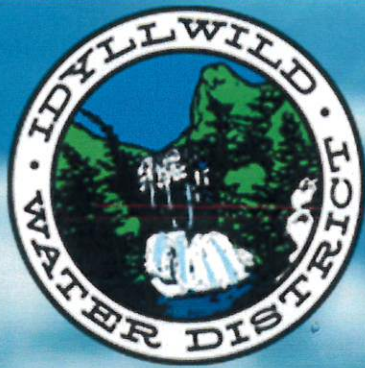
ABSENT:

In witness whereof, I have executed by statement and affix the official seal of the IDYLLWILD WATER DISTRICT this 19th day of May 2021.

IDYLLWILD WATER DISTRICT

---

Leo Havener, Interim Secretary



**IDYLLWILD WATER DISTRICT**  
**FISCAL YEAR 2021/2022**  
**BUDGET**

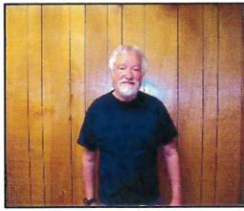




## IWD Board Members



Dr. Charles Schelly, President



Peter Szabadi, Vice President



Les Gin, Director



Steve Kunkle, Director



David Hunt, Director



## Idyllwild Water District

The District operates under the authority of Section 30000, Division 12 of the California Water Code and engages in water and wastewater activities which are classified as "proprietary". These activities are accounted for much like that of a private business and use the full accrual method of accounting for financial transactions. The major activities include: production and treatment of groundwater; sale and delivery of water to domestic and commercial accounts; and collection, treatment and disposal of wastewater.

Idyllwild Water District (IWD) provides water services to 1670 customers and sewer services to 587 customers within a population of 3000 for Idyllwild in the County of Riverside. In performing these services IWD operates and maintains a complex system of water distribution with seven water pressure zones. This includes five water treatment systems and eleven water storage tanks. We have a wastewater treatment facility that is permitted to handle 250,000 gallons a day for our sewer customers. IWD employs 11 people to operate both our water and sewer operations.

The Idyllwild County Water District was approved by the voters in 1956 as a legal entity to provide water services. The 130,000 feet of water lines and 63,000 feet of sewer lines are located within 9 square miles covering an area of 1,592 acres. Water and sewer services are provided to a combination of residential, commercial and industrial customers. Treated well water from our 28 wells is distributed to individual customers living in the community of Idyllwild. For the first 5 years IWD's main responsibility was to provide water services and later in 1966 constructed its wastewater plant and the sewer collection system. Later the County was dropped from its name to become the Idyllwild Water District.

IWD constructed a 42kW solar system at Foster Lake to operate six wells and a water treatment plant. The district has many other water facilities at the Foster Lake area. The 18,000,000 gallon Foster Lake is used to collect and store 40 acre feet (ACFT) of water annually from Lilly Creek. We pump creek water from our Strawberry Creek Diversion to Foster Lake for additional water storage. The lake percolates the stored water into the surrounding ground water and in turn provides groundwater for the District's wells in the area. IWD operates the diversion using its pre-1914 water right from Strawberry Creek. IWD uses a permit from the State Water Division of Water Rights for its 40 acft of Lilly Creek water. Foster Lake is man-made and has an earth dam to contain the 18,000,000 gallons of water. The dam was built in 1945 and has not had any problems related to earthquakes, fires or floods.

## Budget for Revenues & Expenses Fiscal Year 2020-2021

Category	Operating Services		Total
	Water	Sewer	
<b>Operating Revenue</b>			
Water-Base Rate Commercial	\$222,528		\$222,528
Water-Base Rate Residential	\$650,273		\$650,273
Water Sales Commercial	\$240,000		\$240,000
Water Sales Residential	\$383,000		\$383,000
Sewer Base Fees Commercial		\$482,547	\$482,547
Sewer Base Fees Residential		\$231,899	\$231,899
Other Fees and Charge	\$14,070	\$350	\$14,420
<b>Total Operating Revenue</b>	<b>\$1,509,871</b>	<b>\$714,796</b>	<b>\$2,224,667</b>
<b>Non-Operating Revenue</b>			
Property Taxes Assessments	\$322,000	\$133,200	\$455,200
Standby Charges Assessments	\$9,000	\$4,089	\$13,089
Interest income	\$85,000	\$11,300	\$96,300
Other Non-Operating	\$1,200	\$0	\$1,200
<b>Total Non-Operating Revenue</b>	<b>\$417,200</b>	<b>\$148,589</b>	<b>\$565,789</b>
<b>Total Revenues</b>	<b>\$1,927,071</b>	<b>\$863,385</b>	<b>\$2,790,456</b>
<b>Operating Expense</b>			
Water Operations Expenses	\$1,548,619		\$1,548,619
Sewer Operations Expenses		\$581,309	\$581,309
<b>Total Operating Expense</b>	<b>\$1,548,619</b>	<b>\$581,309</b>	<b>\$2,129,928</b>
<b>Non-Operating Expense</b>			
Loan Interest Expense	\$0	\$0	\$0
Miscellaneous Expense	\$0	\$0	\$0
<b>Total Non-Operating Expense</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Commitments</b>			
OPEB	\$60,000	\$20,000	\$80,000
<b>Total Other Commitments</b>	<b>\$60,000</b>	<b>\$20,000</b>	<b>\$80,000</b>
<b>Total Expenses</b>	<b>\$1,608,619</b>	<b>\$601,309</b>	<b>\$2,209,928</b>
<b>Net Operating Margin</b>	<b>\$318,452</b>	<b>\$262,076</b>	<b>\$580,528</b>
<b>Capital Commitments</b>			
Capital Improvements and Equipment By IWD	\$920,000	\$160,000	\$1,080,000
<b>Total Capital Commitments</b>	<b>\$920,000</b>	<b>\$160,000</b>	<b>\$1,080,000</b>
<b>Net Fund Contribution/ (Deficit)</b>	<b>-\$601,548</b>	<b>\$102,076</b>	<b>-\$499,472</b>
Beginning Reserve Fund Balance			\$3,000,000
Projected Ending Reserve Fund Balance			\$2,500,528

\* The Net Deficit will be cover from the Reserve

**IDYLLWILD WATER DISTRICT  
CAPITAL EXPENDITURES FOR WATER FUND  
FOR BUDGET YEAR ENDING JUNE 30, 2022**

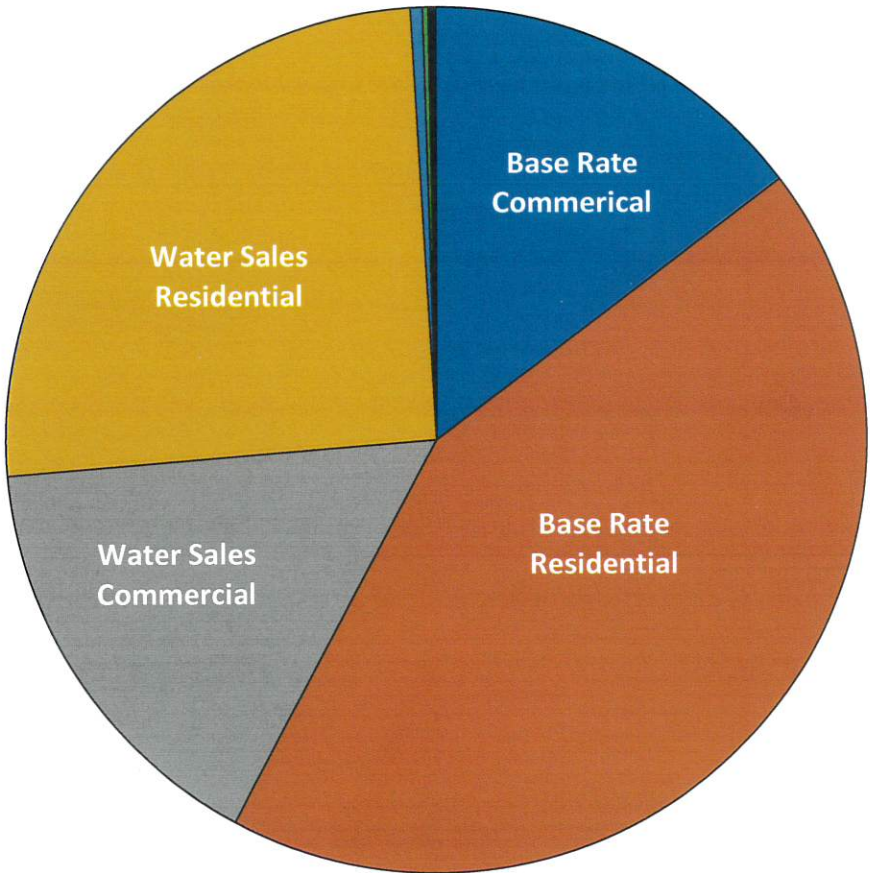
CAPITAL EXPENDITURE DESCRIPTION	CAPITAL EXPENDITURE FINANCE BY IWD
<b><u>SOURCE OF SUPPLY(G/L # 1321):</u></b>	
1- Vertical Well Rehabilitation No # 11	\$15,000
2- Horizontal Well Rehabilitation and Road Repair (First Phase)	\$25,000
TOTAL SOURCE OF SUPPLY	\$40,000
<b><u>STORAGE TANKS:(G/L # 1324):</u></b>	
3- Recoating Foster Lake Tanks	\$75,000
TOTAL STORAGE TANKS	\$75,000
<b><u>TRANSMISSION AND DISTRIBUTION(G/L # 1324):</u></b>	
4- Fire Hydrant Supplies and Services Line upgrade	\$22,000
5-Install 1668 Radio Meter	\$300,000
6- Strawberry Creek Diversion Pipeline	\$100,000
TOTAL TRANSMISSION AND DISTRIBUTION	\$422,000
<b><u>WATER TREATMENT PLANT(G/L # 1325):</u></b>	
6- Aeration System Upgrade	\$65,000
7- Install a Booster Pump 15 HP at South Ridge	\$10,000
TOTAL WATER TREATMENT PLANT	\$75,000
<b><u>GENERAL PLANT-STRUCTURES, POWER &amp; OTHER EQUIPMENT:</u></b>	
8- Purchase Bobcat Compact	\$60,000
9- Paving The Lake area to the Shop and the Main Office	\$98,000
10- Office Construction 75%	\$50,000
11-Silt Removal from Foster Lake	\$80,000
12- Upgrade the Server for IWD	\$20,000
GENERAL PLANT-POWER & OTHER EQUIPMENT	\$308,000
<b>TOTAL WATER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES</b>	<b>\$920,000</b>



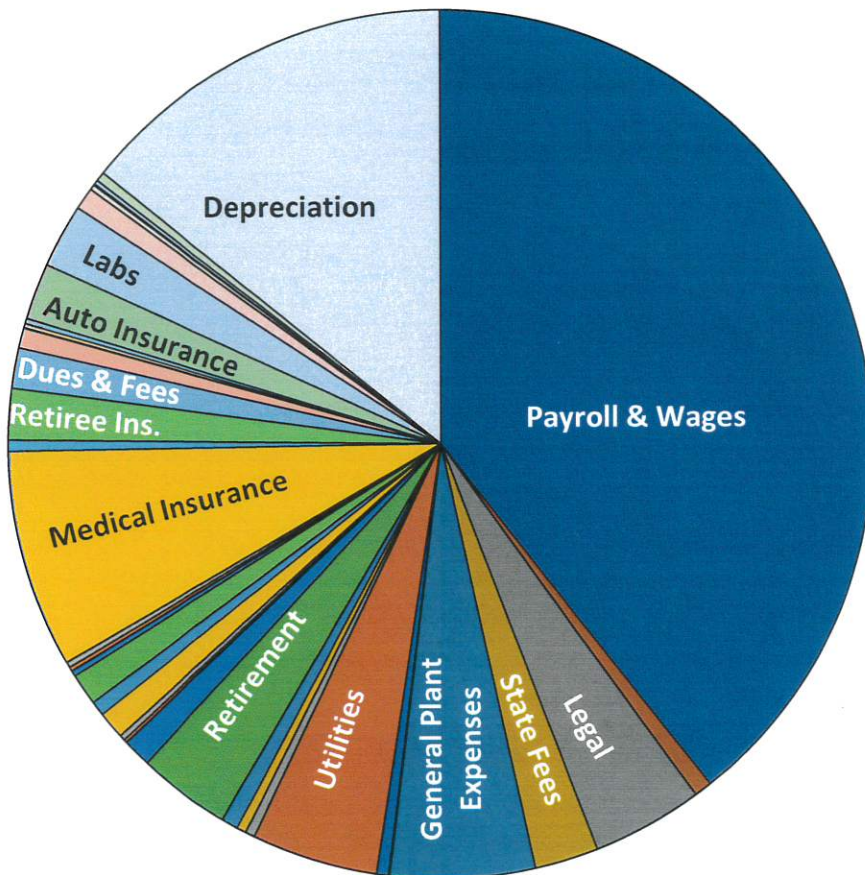
**IDYLLWILD WATER DISTRICT**  
**WATER FUND INCOME STATEMENT**  
**YEAR ENDING June 30, 2022**

	2019/2020	2020/2021	2021/2022	
	Last Year	Current Year	Future Year	
	Actual	Projected	Budgeted	
<b>Income</b>				
4201 · Water Base Rate-Commercial	101,831	195,830	222,528	13.63%
4202 · Water Base Rate-Residential	568,592	573,926	650,273	13.30%
4203 · Water Sales-Commercial	313,138	225,000	240,000	6.67%
4204 · Water Sales-Residential	391,450	373,109	383,000	2.65%
4205 · Water Sales-Construction	9,528	6,020	6,920	14.95%
4206 · Water Sales-Other	1,674	2,555	3,000	17.42%
4208 · Water Transfer Fees	1,043	1,000	1,200	20.00%
4209 · Water Turn On/Off Fees	250	200	250	25.00%
4210 · Water Will Serve Letter Fees	350	450	450	0.00%
4212 · Water Installation Fees	1,000	500	1,000	100.00%
4213 · Water Lien Fees	100	160	200	25.00%
4214 · Water Other Fees & Charges	150	900	1,050	16.67%
<b>Total Income</b>	<b>\$ 1,389,106</b>	<b>\$ 1,379,650</b>	<b>\$ 1,509,871</b>	<b>9.44%</b>
<b>5400 · WATER OPERATING EXPENSES</b>				
5436 · Payroll and Wages	685,000	685,000	710,124	-3.54%
5403 · Engineering Services	7,065	6,997	12,000	-41.69%
5404 · Legal Services	117,250	56,323	75,000	24.90%
5405 · State-County Water System Fees	36,370	38,500	43,020	-10.51%
5406 · General Plant Expense	105,514	72,150	98,000	-26.38%
5407 · Minor Equipment/ Parts	320	380	500	-24.00%
5408 · Vehicle Repairs & Maint.	6,820	8,297	8,000	3.71%
5410 · Utilities-Electricity	67,484	92,050	85,000	8.29%
5411 · Utilities-Gas & Fuel	5,928	4,852	6,500	-25.35%
5412 · Utilities-Propane	5,980	6,250	6,000	4.17%
5414 · Telephone & Internet	10,130	11,325	11,500	-1.52%
5415 · Retirement and Life Insur	57,800	59,620	63,000	-5.37%
5417 · Water Computer Services	14,860	1,680	19,250	-91.27%
5418 · Water Board Reimbursement	1,950	2,000	2,050	-2.44%
5419 · Water Other Operating Expenses	3,700	3,850	3,920	-1.79%
5420 · Accounting & Auditing	9,650	14,620	18,320	-20.20%
5421 · Postage & Postage Fee	9,870	9,970	10,250	-2.73%
5422 · Office Supplies	25,808	19,650	21,340	-7.92%
5423 · Traveling and Mileages	3,400	3,620	3,750	-3.47%
5025 · Office Cleaning Services	2,400	2,400	2,600	-7.69%
5425 · Equipment Maintenance	3,520	3,680	4,000	-8.00%
5426 · Medical Insurance	132,000	142,000	146,000	-2.74%
5427 · Worker's Compensation Ins	6,250	6,850	7,500	-8.67%
5428 · Retiree Health Insurance	28,500	32,600	34,400	-5.23%
5429 · Dues, Fees, Subscription	26,797	26,900	27,200	-1.10%
5430 · Advertising & Publishing	9,135	12,200	13,300	-8.27%
5431 · Leasing Equipment	250	350	375	-6.67%
5432 · Utilities Trash Fee	2,240	2,600	2,800	-7.14%
5433 · Bank Fee Charge	2,600	3,200	3,400	-5.88%
5435 · Auto & General Insurance	35,000	36,000	38,000	-5.26%
5438 · Laboratory Services	37,000	41,000	43,000	-4.65%
5440 · Compensated Time	12,500	14,000	14,800	-5.41%
5441 · Uniform Expenses	3,000	3,500	3,800	-7.89%
5442 · Property Tax Expenses	520	600	620	-3.23%
5445 · Water Security System (ADT)	2,600	2,800	2,900	-3.45%
5446 · Training and Seminars	5,100	5,600	6,400	-12.50%
5600 · Water Depreciation	249,704	253,000	257,000	-1.56%
<b>Total WATER OPERATING EXPENSES</b>	<b>\$ 1,734,015</b>	<b>\$ 1,686,414</b>	<b>\$ 1,805,619</b>	
<b>Net Ordinary Income</b>	<b>\$ (344,909)</b>	<b>\$ (306,764)</b>	<b>\$ (295,748)</b>	
<b>Other Income/Expense</b>				
Other Income				
4901 · Water Taxes & Assessments	305,400	320,000	322,000	0.62%
4903 · Water Stand By Assessments	17,993	13,500	9,000	-50.00%
4904 · Water Interest Earned	21,000	21,000	8,500	-147.06%
4919 · Water Other Non-Operating Rev	92,000	2,000	1,200	-66.67%
<b>Total Other Income</b>	<b>\$ 436,393</b>	<b>\$ 356,500</b>	<b>\$ 340,700</b>	
<b>Net Income</b>	<b>\$ 91,484</b>	<b>\$ 49,736</b>	<b>\$ 44,952</b>	

# WATER INCOME 2021 - 2022 BUDGET



# WATER OPERATING EXPENSES 2021 - 2022 BUDGET



- 5436 · Payroll and Wages
- 5403 · Engineering Services
- 5404 · Legal Services
- 5405 · State-County Water System Fees
- 5406 · General Plant Expense
- 5407 · Minor Equipment/ Parts
- 5408 · Vehicle Repairs & Maint.
- 5410 · Utilities-Electricity
- 5411 · Utilities-Gas & Fuel
- 5412 · Utilities-Propane
- 5414 · Telephone & Internet
- 5415 · Retirement and Life insur
- 5417 · Water Computer Services
- 5418 · Water Board Reimbursement
- 5419 · Water Other Operating Expenses
- 5420 · Accounting & Auditing
- 5421 · Postage & Postage Fee
- 5422 · Office Supplies
- 5423 · Traveling and Mileages



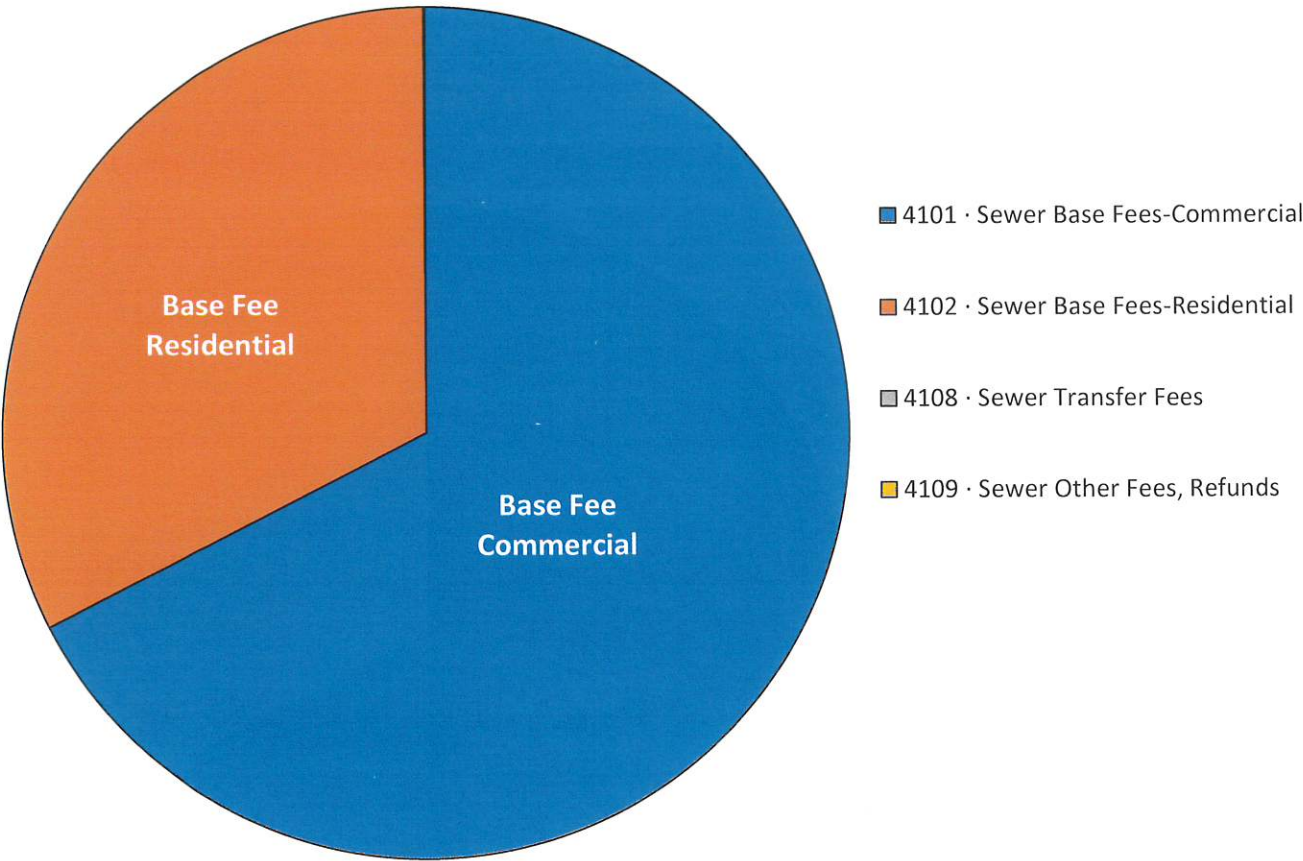
**IDYLLWILD WATER DISTRICT  
 CAPITAL EXPENDITURES FOR SEWER FUND  
 FOR BUDGET YEAR ENDING JUNE 30, 2022**

<b>CAPITAL EXPENDITURE DESCRIPTION</b>	<b>CAPITAL EXPENDITURE FINANCE BY IWD</b>
<b><u>WASTEWATER TREATMENT PLANT(G/L # 1316):</u></b>	
1-Upgrade Electrical Panel/Motor Control Centers	\$45,000
2- Annox Mixer	\$6,500
<b>TOTAL WASTEWATER TREATMENT PLANT</b>	<b>\$51,500</b>
<b><u>SUB-SURFACE LINES:(G/L # 1315):</u></b>	
3-Replace underground line from The Blower to the Plant	\$40,000
4- Install Valve Clean out Below the RAS Pump	\$8,000
<b>TOTAL SUB-SURFACE LINES</b>	<b>\$48,000</b>
<b><u>GENERAL PLANT-STRUCTURES, POWER &amp; OTHER EQUIPMENT:</u></b>	
5-Purchase Forklift	\$38,000
6-Material for Painting and upgrade for Metal Structure	\$10,000
7-Office Construction (25% portion )	\$12,500
8-Upgrade the Server for IWD (25%)	\$5,000
<b>GENERAL PLANT-POWER &amp; OTHER EQUIPMENT</b>	<b>\$65,500</b>
<b>TOTAL SEWER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES</b>	<b>\$165,000</b>

**IDYLLWILD WATER DISTRICT**  
**SEWER FUND INCOME STATEMENT**  
**YEAR ENDING June 30, 2022**

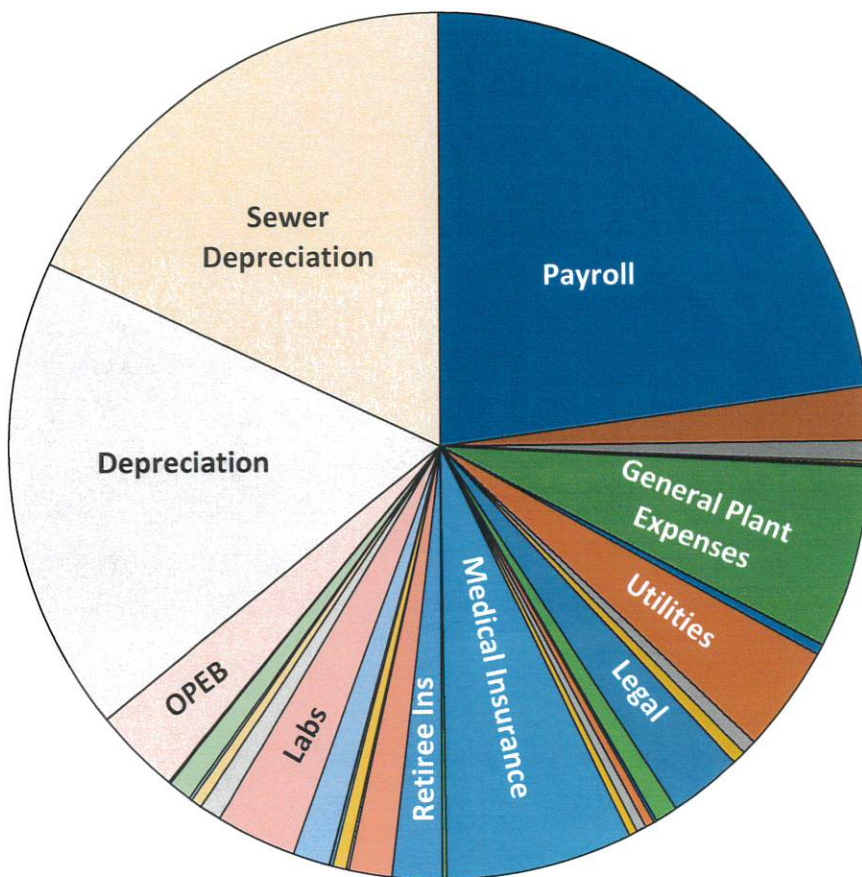
	FY 19/20	FY 20/21	FY 21/22	
	Last Year	Current Year	Future Year	
	Actual	Projected	Budgeted	
<b>Income</b>				
4101 · Sewer Base Fees-Commercial	427,083	470,983	482,547	2.46%
4102 · Sewer Base Fees-Residential	225,667	226,250	231,899	2.50%
4108 · Sewer Transfer Fees	25	200	240	20.00%
4109 · Sewer Other Fees, Refunds	-	100	110	10.00%
<b>Total Income</b>	<b>\$ 652,775</b>	<b>\$ 697,533</b>	<b>\$ 714,796</b>	
<b>6400 · SEWER OPERATING EXPENSES</b>				
6400 · Payroll	149,500	152,300	162,300	-6.16%
6404 · Retirement and Life Ins	12,000	13,560	14,200	-4.51%
6405 · Treatment Fees	4,400	5,231	5,400	-3.13%
5005 · Uniforms Expense	720	780	820	-4.88%
5008 · Board of Directors Reimbursement	620	640	660	-3.03%
6406 · General Plant Expense	29,365	33,490	48,500	-30.95%
6408 · Vehicle Repairs & Maint.	2,067	2,677	2,750	-2.65%
6410 · Utilities-Electricity	245,200	26,890	28,250	-4.81%
6411 · Utilities-Gas & Fuel	2,200	3,800	3,950	-3.80%
6413 · Sewer Utilities-Telephone	2,840	3,250	3,500	-7.14%
6415 · Legal Services	38,026	18,600	19,500	-4.62%
6417 · Computer Services	5,215	5,798	6,017	-3.64%
6419 · Cleaning Line Expenses	105,418	840	860	-2.33%
6420 · Accounting & Audit Service	2,494	4,314	6,500	-33.63%
6421 · Postage & Mail Fee	2,703	2,657	2,736	-2.91%
6422 · Office Supplies	2,200	2,126	2,190	-2.91%
6423 · Medical Insurance	48,891	46,215	49,500	-6.64%
6426 · Worker's Comp Insurance	781	1,043	1,074	-2.91%
6428 · Retiree Health Insurance	8,845	12,062	13,200	-8.62%
6429 · Dues, Fees & Subscription	9,025	10,255	11,300	-9.25%
6430 · Advertising & Publishing	620	752	820	-8.34%
6431 · Sewer Maintenance	2,390	3,350	3,600	-6.94%
6432 · Utilities - Trash Fee	795	800	860	-6.98%
6433 · Bank Fee Charge	120	140	160	-12.50%
6435 · Auto & General Insurance	7,734	9,200	9,800	-6.12%
6438 · Laboratory Service	18,834	19,950	21,500	-7.21%
6441 · Removal Disposal Fee	4,560	5,620	5,850	-3.93%
6443 · Consulting & Engineering	1,358	2,900	2,950	-1.69%
6444 · Traveling and Entertainment	500	750	790	-5.06%
6448 · Training & Seminar Expenses	4,500	6,000	6,500	-7.69%
6445 · Security System	380	500	540	-7.41%
5099 · OPEB Obligation Expense	22,292	22,292	22,961	-2.91%
6500 · Sewer Depreciation	121,794	125,620	127,860	-1.75%
<b>Total · SEWER OPERATING EXPENSES</b>	<b>\$ 858,387</b>	<b>\$ 544,401</b>	<b>\$ 587,398</b>	
<b>Net Ordinary Income</b>	<b>\$ (205,612)</b>	<b>\$ 153,132</b>	<b>\$ 127,398</b>	
<b>Other Income/Expense</b>				
Other Income				
4801 · Sewer Taxes & Assessments	128,454	132,200	133,200	
4803 · Sewer Stand By Assessments	4,947	4,123	4,089	
4804 · Sewer Interest Earned	27,100	12,200	11,300	
4805 · Sewer Facilities Charges	-	-	-	
4819 · Sewer Other Non-Operating Rev	-	-	-	
<b>Total Other Income</b>	<b>\$ 160,501</b>	<b>\$ 148,523</b>	<b>\$ 148,589</b>	
<b>Net Income</b>	<b>\$ (45,111)</b>	<b>\$ 301,655</b>	<b>\$ 275,987</b>	

# SEWER INCOME 2021 - 2022 BUDGET





# SEWER OPERATING EXPENSES 2021 - 2022 BUDGET



- 6400 · Payroll
- 6404 · Retirement and Life Ins
- 6405 · Treatment Fees
- 5005 · Uniforms Expense
- 5008 · Board of Directors Reimbursement
- 6406 · General Plant Expense
- 6408 · Vehicle Repairs & Maint.
- 6410 · Utilities-Electricity
- 6411 · Utilities-Gas & Fuel
- 6413 · Sewer Utilities-Telephone
- 6415 · Legal Services
- 6417 · Computer Services
- 6419 · Cleaning Line Expenses
- 6420 · Accounting & Audit Service
- 6421 · Postage & Mail Fee
- 6422 · Office Supplies
- 6423 · Medical Insurance
- 6426 · Worker's Comp Insurance
- 6428 · Retiree Health Insurance
- 6429 · Dues, Fees & Subscription
- 6430 · Advertising & Publishing
- 6431 · Sewer Maintenance
- 6432 · Utilities - Trash Fee
- 6433 · Bank Fee Charge
- 6435 · Auto & General Insurance
- 6438 · Laboratory Service
- 6441 · Removal Disposal Fee
- 6443 · Consulting & Engineering
- 6444 · Traveling and Entertainment
- 6448 · Training & Seminar Expenses
- 6445 · Security System
- 5099 · OPEB Obligation Expense
- 6446 · Depreciation
- 6500 · Sewer Depreciation

# IDYLLWILD WATER DISTRICT BUDGET FISCAL YEAR ENDING JUNE 30, 2022

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## **Water Department**

- Idyllwild Water District revised the rate structure for the fiscal year 2021/2022 (Fourth year).
- Staff has prepared a comprehensive biennial budget report, providing the Board of Directors a complete view of the District's financial condition. The budget process provides an opportunity to evaluate resources relative to the District's mission, values and beliefs, and strategic goals and objectives.
- The Water Operating Base Rate Revenue for Residential and Commercial will equal \$872,801 for the Fiscal Year 2021/2022.
- The Water Sales Revenue for Residential and Commercial are expected to be \$623,000 for Fiscal Year 2021/2022. Water usage is anticipated to be reduced due to closed businesses impacted by the COVID-19 virus, resulting in a reduction of 20% water sales income.
- Property Tax Revenues from the County of Riverside are also expected to increase slightly by 1% to \$322,000.
- Capital Improvement Budget for Water Department items for Fiscal Year 2021/2022 will cost in total \$920,000 which will be financed completely by the Idyllwild Water District.
- Operating Expenses are expected to increase between 2.5% and 4% within the Fiscal Year 2021/2022.
- No principal debt or interest exists within the Water Department.
- Utilities for Idyllwild Water District, including electric, telephone, fuel and propane expenses are expected to increase by 2% total.
- Cost of Living wage is expected to increase for all employees at 2.5% for Fiscal Year 2021/2022.

## **Sewer Department**

- The Improvement District #1 will increase the base charge to \$43.10 per Equivalent Dwelling Unit (EDU) from \$42.05 per EDU.
- Improvement District #1 Residential & Commercial Operating Revenue is expected to be \$714,446 for Fiscal Year 2020/2021 which is a 5% increase from the previous year.

- Direct Operating expenses for Improvement District #1 are expected to increase between 2.5% to 3.00% for Fiscal Year 2021/2022.
- Property Tax Revenues from the County of Riverside are expected to slightly increase by 1% from \$133,200.
- The Capital Improvement Budget for the Fiscal Year 2021/2022 is \$160,000 for Improvement District #1.
- No principle debt or interest exists within Improvement District #1.
- Improvement District #1 has one vacant position to hire (Sewer Technician III).

**Health & Life Insurance**

- Costs are expected to increase by 3% according to ACWA/JPIA.

	<b><u>Current 2020/2021</u></b>	<b><u>Budgeted 2021/2022</u></b>
Employee	\$1,050	\$1,090
Employee + 1 Dependent	\$2,050	\$2,112
Employee + Family	\$2,550	\$2,650

- There will be no change to life insurance benefits.

**Retirement**

- There will be no change to the pension contribution percentage.

**Reserves**

- The interest rate earned from investments is expected to be decreased by 1% with the economic recession and interest rates going down.

**Other Information**

- Idyllwild Water District will be diligently working to increase customer satisfaction.
- Staff is working to review and update the Employee Manual.
- Staff is working with the Board of Directors to increase District Transparency.
- Strawberry Creek Diversion Project is currently in progress and will be ongoing with potential completion within the 2021-2022 budget cycle.
- Wastewater Treatment Plant Project is currently under review. Staff will be researching funding options for the much needed project.



## Water Rate Schedule

Water Rate Schedule	Current Rates	Proposed Rates				
		FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
<b>Monthly Fixed Service Charges:</b>						
<i>Single Family Residential</i>						
5/8 inch	\$29.70	\$28.13	\$30.92	\$33.92	\$37.13	\$40.59
3/4 inch	\$40.35	\$41.25	\$45.39	\$49.83	\$54.60	\$59.73
1 inch	\$61.25	\$67.49	\$74.31	\$81.65	\$89.54	\$98.01
<i>All Other Customers:</i>						
5/8 inch	\$20.90	\$28.13	\$30.92	\$33.92	\$37.13	\$40.59
3/4 inch	\$31.35	\$41.25	\$45.39	\$49.83	\$54.60	\$59.73
1 inch	\$52.25	\$67.49	\$74.31	\$81.65	\$89.54	\$98.01
1 1/2 inch	\$104.50	\$133.08	\$146.64	\$161.22	\$176.89	\$193.72
2 inch	\$167.20	\$211.79	\$233.42	\$256.69	\$281.70	\$308.57
3 inch	\$313.50	\$421.68	\$464.85	\$511.29	\$561.21	\$614.84
<i>Idyllwild Arts Academy</i>						
3 inch	\$313.50	\$4,248.35	\$4,844.19	\$5,488.99	\$6,186.16	\$6,939.33
<i>Fire Service Charges:</i>						
2 inch	--	\$7.18	\$7.54	\$7.92	\$8.31	\$8.73
3 inch	--	\$13.45	\$14.12	\$14.83	\$15.57	\$16.35
4 inch	--	\$25.00	\$26.25	\$27.56	\$28.94	\$30.39
<b>Commodity Charges</b>						
<b>Rate per cf of water consumed:</b>						
<i>Uniform Potable Rate (Commercial)</i>						
<i>Tiered Rate (SFR Customers)</i>						
Tier 1 300 cf 450 cf	\$0.0000	\$0.0192	\$0.0202	\$0.0212	\$0.0223	\$0.0234
Tier 2 600 cf 900 cf	\$0.0633	\$0.1307	\$0.1292	\$0.1273	\$0.1248	\$0.1218
Tier 3 1500 cf 900+ cf	\$0.1000	\$0.1598	\$0.1577	\$0.1550	\$0.1516	\$0.1475
Tier 4 1500+ cf --	\$0.1000	N/A	N/A	N/A	N/A	N/A
<i>Uniform Potable Rate (Commercial)</i>						
<i>Tiered Rate (SFR Customers)</i>						
Tier 1 300 cf 450 cf	--	\$0.0759	\$0.0757	\$0.0752	\$0.0744	\$0.0735
Tier 2 600 cf 900 cf	\$0.0000	\$0.0192	\$0.0202	\$0.0212	\$0.0223	\$0.0234
Tier 3 1500 cf 900+ cf	\$0.0633	\$0.1307	\$0.1292	\$0.1273	\$0.1248	\$0.1218
Tier 4 1500+ cf --	\$0.1000	\$0.1598	\$0.1577	\$0.1550	\$0.1516	\$0.1475
<i>Uniform Potable Rate (Commercial)</i>						
<i>Tiered Rate (SFR Customers)</i>						
Tier 1 300 cf 450 cf	--	\$0.0759	\$0.0757	\$0.0752	\$0.0744	\$0.0735
Tier 2 600 cf 900 cf	\$0.0000	\$0.0192	\$0.0202	\$0.0212	\$0.0223	\$0.0234
Tier 3 1500 cf 900+ cf	\$0.0633	\$0.1307	\$0.1292	\$0.1273	\$0.1248	\$0.1218
Tier 4 1500+ cf --	\$0.1000	\$0.1598	\$0.1577	\$0.1550	\$0.1516	\$0.1475

## Sewer Rate Schedule

Sewer Rate Schedule	Current Rates	Proposed Rates				
		FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
<b>Projected Increase in Rate Revenue per Financial Plan:</b>						
<b>Monthly Fixed Service Charges:</b>						
Monthly Fixed EDU Charge	\$38.25	\$40.00	\$41.00	\$42.05	\$43.10	\$44.20

## Miscellaneous Fees July 1, 2018

Sewer Capacity (Connection) 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
Lien Removal Fee (actual third party costs)	Varies

### **Water Facilities Capacity (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

### **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



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors

**From:** Leo Havener, General Manager

**Date:** May 19, 2021

**Subject:** Item 6 – Consider Coronavirus Mitigation Protocols by Implementing District-Wide Policy Adhering to CDC Guidelines

---

### **Recommendation:**

General Manager recommends keeping with the existing successful CDC COVID-19 protocols and resend all previous COVID-19 policies.

### **Background:**

The District has followed CDC COVID-19 protocols, along with guidelines for public utilities, as well as the District's own policies that have proven to be extremely successful in protecting the public and staff.

As of April 6, 2021, Riverside County is currently in Orange Tier with new cases steadily declining. IWD continues being proactive by following CDC guidelines.

### **Fiscal Impact:**

None

### **Conclusion:**

Board of Directors will consider directing General Manager to keep with the existing successful CDC COVID-19 protocols and resend all previous COVID-19 policies.



**Attachments:**

- April 6, 2021 – Riverside County to advance into state's orange reopening tier Wednesday (April 7, 2021)
- November 18, 2020 – Agenda Item 3 – Consider Coronavirus Mitigation Protocols by Implementing District-Wide Policy Adhering to CDC Guidelines
- November 18, 2020 – Minutes of Regular Meeting of the Board of Directors, Item 3



April 6, 2021

Riverside County  
**NEWS RELEASE**

## **Riverside County to advance into state's orange reopening tier Wednesday**

The State of California announced that Riverside County will move into the orange tier of the state's reopening framework Wednesday (April 7). The move is based on meeting a statewide goal to administer 4 million vaccines in disadvantaged communities, and the subsequent loosening of the case rate threshold to move into the orange tier.

Tomorrow, more residents and patrons may be indoors at businesses and places of worship. Bars will also reopen outdoors for the first time since June 2020.

"We continue to make real progress with combating COVID-19 and the impacts on our businesses and communities," said Board Chair Karen Spiegel, Second District Supervisor. "Cases have been steadily declining, vaccine supply is improved, and today the state announced ending the tier system June 15. These are extremely positive signs that Riverside County continues to move forward and recover."

Retail businesses may increase capacity to 100 percent indoors. Places of worship, movie theaters, restaurants, as well as museums, zoos and aquariums may increase indoor capacity to 50 percent with modifications. Gyms, as well as wineries, breweries and distilleries may increase indoor capacity to 25 percent indoors with modifications. Starting April 15, meetings, receptions and conferences are allowed indoors up to 150, if all guests are tested or fully vaccinated.

Riverside County's cases have been steadily declining for several weeks. The county's current case rate is 3.5 per 100,000 people, percentage of positive tests is 2 percent and the health equity metric is 2.3 percent.

Riverside County will need to remain in the orange tier for a minimum of three weeks and meet the yellow tier metrics for two of those weeks before advancing further. Visit the state's blueprint website for more information and modifications at <https://covid19.ca.gov/safer-economy/>.

To continue the decline in cases and advance into future reopening tiers, all residents are urged to get vaccinated, test regularly and wear a mask. Visit [www.rivcoph.org/COVID-19-Vaccine-with-Registration](http://www.rivcoph.org/COVID-19-Vaccine-with-Registration) to make a vaccination appointment. Appointments are now open to all Riverside County adults and the Pfizer vaccine is available for residents 16 years and up.

To get tested for COVID-19, visit [GetTested.ruhealth.org](http://GetTested.ruhealth.org) to make an appointment. Other testing options can be found online at: <https://covid19.ca.gov/get-tested/>.

For more information on business industry guidance and modifications to reopen safely, visit <https://covid19.ca.gov/industry-guidance/>.

# # #





# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors

**From:** Leo Havener, General Manager

**Date:** November 18, 2020

**Subject:** Item 3 – Consider Coronavirus Mitigation Protocols by Implementing District-Wide Policy Adhering to CDC Guidelines

---

### **Recommendation:**

General Manager recommends keeping the existing successful COVID-19 protocols in place.

### **Background:**

The District has COVID-19 protocols that have proven to be extremely successful and are working very well with staff and protecting the public. If the District were to follow protocols for public utilities, then the office would be closed to the public and field staff would be working half-time with rotating shifts.

Riverside County is currently in Purple Tier and nationwide new cases are exceeding 1,000 daily. Employee and public safety are of extreme importance to the District. IWD needs to be proactive by implementing a mask policy that follows CDC guidelines.

### **Fiscal Impact:**

None

### **Conclusion:**

Board of Directors will consider directing General Manager to modify existing successful COVID-19 protocols to match that of the Federal CDC guidelines.



## MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549

November 18, 2020 - 6:00 P.M.

### AGENDA

#### CALL TO ORDER

President Schelly called the meeting to order at 6:00 p.m.

#### ROLL CALL

Directors present: President Schelly, Vice President Szabadi, Director Hunt, Director Kunkle, and Director Gin via phone. General Manager/Interim Board Secretary Leo Havener, Hosny Shouman, Chief Financial Officer, and Joe Reyes, Chief Water Operator was also present.

#### PUBLIC COMMENTS

Mr. Steve Molton inquired as to the comparison of water revenues.

#### 1. CONSENT CALENDAR

##### A. MINUTES

Regular Meeting: October 21, 2020

##### B. FINANCIAL REPORTS

1. Income statement for the fourth month ending October 2020

2. District warrants for October 2020

Check # 16266 - 16310	= \$	42,150.07
Gross Payroll	= \$	68,320.00
Federal/State PR taxes	= \$	6,150.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	210.00

##### C. OPERATIONS REPORT

##### D. GENERAL MANAGER REPORT

#### **DIRECTORS' COMMENTS**

Directors Hunt and Kunkle each inquired about several invoices and information in the Operations Report. Director Hunt requested more detail in the Board minutes and add Stage Tier to the Operations Report. Director Kunkle will meet with General Manager



Havener to discuss details contained in the Operations Report.

A MOTION was made by Vice President Szabadi to approve the Consent Calendar. Director Gin seconded.

The vote was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
President Schelly			
Vice President Szabadi			
Director Gin			
Director Hunt			
Director Kunkle			

Motion approved.

#### ACTION ITEMS

#### 2. CONSIDER ACCEPTANCE OF THE FISCAL YEAR 2019 – 2020 AUDIT

Board of Directors will consider accepting the Fiscal Year 2019 – 2020 audit.

#### **PUBLIC COMMENTS**

None

#### **DIRECTORS' COMMENTS**

Directors Gin and Hunt mentioned a Summary was not included in the audit.

A MOTION was made by Vice President Szabadi to accept the Fiscal Year 2019 – 2020 audit. Director Gin seconded.

The vote was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
President Schelly			
Vice President Szabadi			
Director Hunt			
Director Gin			
Director Kunkle			

Motion approved.





**3. CONSIDER CORONAVIRUS MITIGATION PROTOCOL BY IMPLEMENTING DISTRICT-WIDE POLICY ADHERING TO CDC GUIDELINES**

Board of Directors will consider directing General Manager to modify existing COVID-19 protocols.

**PUBLIC COMMENTS**

None

**DIRECTORS' COMMENTS**

Director Hunt discussed the benefits of CDC Guidelines, wearing a mask, social distancing, and other protocols.

A MOTION was made by Director Hunt to modify existing COVID-19 protocols to include employees maintaining six feet for social distancing, posting must wear mask notices on District doors, and one employee per vehicle. Director Gin seconded.

The vote was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
President Schelly Director Hunt Director Gin Director Kunkle		Vice President Szabadi	

**Motion approved.**

**4. CONSIDER COMPREHENSIVE SEWER AUDIT TO UPDATE CURRENT RESIDENTIAL AND COMMERCIAL EDU'S**

Board of Directors will consider directing General Manager to modify staff's work schedule to prioritize sewer audits.

**PUBLIC COMMENTS**

None

**DIRECTORS' COMMENTS**

Director Hunt requested a review of the existing District EDU's Policy.

President Schelly formed an Ad Hoc Committee consisting of Directors Hunt and Kunkle. The Ad Hoc Committee is to report their findings at a future Board meeting.

**5. CONSIDER MODIFICATION OF EMPLOYEE SALARY SCHEDULE TO INCLUDE ADDITIONAL STEPS AND A ONE-TIME BONUS FOR**



**CERTIFICATE COMPLETION**

Board of Directors will consider reestablishing Pay Grade and Step Schedule that includes 2.5% per Step, and reestablish the District policy of a one-time bonus upon certification completion.

**PUBLIC COMMENTS**

None

**DIRECTORS' COMMENTS**

Director Hunt provided the Board handouts of pay grades and steps of other water agencies and suggested modifying the existing District Pay Grade and Step Schedule back to 20 steps with 2.5% per step. The matter was discussed.

A MOTION was made by Director Hunt to modify the District Pay Grade and Step Schedule to include 20 steps at 2.5% per step, and a one-time bonus of 5% for employees achieving completion of a certification. Director Kunkle seconded.

The vote was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Director Hunt	Director Gin		
Director Kunkle	President Schelly		
	Vice President Szabadi		

**Motion failed.**

**6. UPDATING THE INVESTMENT POLICY TO BE IN COMPLIANCE WITH THE STATE INVESTMENT POLICY**

The board will consider approval resolution no.778 for updating Investment Policy.

**PUBLIC COMMENTS**

None

**DIRECTORS' COMMENTS**

President Schelly gave a brief explanation that Resolution 778 updates the District's Investment Policy to be in compliance with State of California public agencies investment policy.

A MOTION was made by Vice President Szabadi to approve resolution no.778 for updating Investment Policy. Director Gin seconded.

The vote was as follows:



AYES  
 President Schelly  
 Vice President Szabadi  
 Director Hunt  
 Director Gin  
 Director Kunkle

NAYS

ABSTAIN

ABSENT

Motion approved.

**DIRECTORS COMMENTS**

Director Kunkle requested a status report for Capital Improvement Project and Workload Study for the January 2021 Board meeting as a discussion item. Director Hunt stated the District is being financially irresponsible with employee salaries.

**CLOSED SESSION**

**7. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

(Govt. Code section 54956.9 (1 Case)) *Creighton v. Idyllwild Water District*,  
 Riverside Superior Court RIC2000578

Closed Session did not occur.

**ADJOURNMENT**

Board adjourned at 7:27 p.m.

The next Board meeting is a Regular Meeting scheduled for December 16, 2020 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

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

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

Leo Havener  
 INTERIM BOARD SECRETARY

Dr. Charles Schelly  
 BOARD PRESIDENT