

REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

August 15, 2018 - 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** – June 20, 2018 Regular Meeting Minutes
July 16, 2018 Consolidation Committee Meeting Minutes

B. FINANCIAL REPORTS July 2018

1. Income statement for the Twelfth month ending June 2018
2. District warrants for June 2018.

Check #	14888 – 14946	= \$	176,477.04
Gross Payroll		= \$	57,866.00
Federal/State PR taxes		= \$	12,980.00
LAIF Transfers		= \$	0.00
Transfers/charges		= \$	0.00

C. OPERATIONS REPORT FOR THE FIRST MONTH – July 2018

2. **WATER QUALITY ISSUES** – Staff will make a presentation to the Board of Directors regarding

the recent public water quality notifications and discuss and update the Board on the options being investigated by staff for remediation.

3. **STAND-BY GENERATOR FOR FOSTER LAKE SHOP** – The Board of Directors will consider authorizing purchase of a permanent stand-by generator for the Foster Lake Shop.
4. **CONSOLIDATION COMMITTEE** – The Board of Directors will hear a report from the Consolidation Committee and determine if and how to proceed.
5. **GENERAL MANAGER POSITION** – The Board of Directors will consider and provide direction related to the General Manager Position.
6. **WATER SUPPLY STATUS** – Staff will update the Board of Directors at the meeting on the current water supply status and seek direction relative to Ordinance No. 64 options.
7. **WATER SHORTAGE CONTINGENCY PLAN AND DROUGHT RATES** – The Board of Directors will consider the draft Water Shortage Contingency Plan and proposed Drought Rates and may set a hearing date to consider adoption of the WSC Plan.

DIRECTORS COMMENTS :

GENERAL MANAGER'S COMMENTS:

ADJOURNMENT:

To the next Board meeting is a Regular Meeting scheduled for September 19, 2018 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

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.

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. 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.

**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 June 20, 2018, in the Idyllwild Water District Board Room.

CALL TO ORDER:

The meeting was called to order by President Schelly at 6:05 p.m.

ROLL CALL:

Directors present: President Charles Schelly, Vice President Peter Szabadi, Steve Kunkle, and David Hunt. General Manager Jack Hoagland, Chief Financial Officer Hosny Shouman and Board Secretary Jeannine Olsen were also present.

General public present: (25)

PUBLIC COMMENT:

JEFF SMITH- Concerned about this districts liabilities that will affect Pine Cove and their Lease Agreements.

DON DEPALMA: Concerned re: Ca Gov. Jerry Brown's signed Assembly Bill 1668 limits indoor water use goal to 55 gallons a day and Senate bill 606. Limits 55 gallons per day 2002 dialed down to 50 gal per day 2030. Will IWD customers be fined?

PRESIDENT SCHELLY- IWD complies with all CA State requirements

VIC SIRKIN – Would like the Board to delay their vote on the new rates indefinitely. IWD can save 2/3rds if we did the work on the pipeline ourselves. We can't afford to have three giant administrations.

KATE SIRKIN- Read a letter from Chris Singer re: I pay 5 water bills and my tenants pay 2 I am wondering as you vote to raise rates thus raising everyone's monthly bill, have you done your homework on ways to reduce cost. Is Idyllwild Water capable of laying their own pipes and what would it take to put consolidation on the table?

DEIDRE VAIL- Speaking for people who don't live up here full time. We use no water or sewer. Liquidate the 3 districts and start new one.

NANCY BORSHERS- Feels Pine cove can't afford to support overinflated salaries in the Idyllwild District. Pine Cove handles everything in house.

BUZZ HOLMES- Would like to know why we are not looking at what we can do to bring out the best management system we can for everyone, share our assets and move ahead.

VIC SIRKIN- Would like to know if there is funds for training staff to lay pipe. How much does IWD do training staff to lay pipes.

PRESIDENT SCHELLY- We have our budget online.

JEFF SMITH- States Pine cove purchased the highway wells because of their assets. IWD passed them on because we have enough service water.

STEVE MOULTON -States he pays 20% more for water in Pine Cove than Idyllwild.

DEIDRE VAIL- Questions Payroll and benefits on the budget.

TRUDY LEVY- Would like to know if we have done a rate study for drought rates.

SUE NASH- Wants IWD to take off rate change until we can look at drought rates.

PETE CAPPARELLI- Expects the board to use due diligence when spending our money.

PRESIDENT SCHELLY- Doesn't take responsibility for what happened before he got on the board. Some of the changes you want we cannot make immediately with the constraints we have.

PETER SZABADI- All for consolidation, we will make every effort to cooperate.

VIC SIRKIN- Wants to see IWD staff do the work on the pipeline at 1/3 of the cost.

KATE SIRKIN: Wants Dr. Schelly to know, you are our voice; don't take responsibility for what the old board did.

JEFF SMITH- Feels that the amount of money that has been thrown away is just outrages.

DEIDRE VAIL- Would like to come with a brand new innovative district that would decrease these costs.

TRUDY LEVY- Thanks Peter for what you said about consolidation and putting it on the agenda. Why don't we try quarterly meetings and see what kinds of things we can agree with.

MARGE MUIR- Historically the 3 districts worked together. Together we had bylaws, regular meetings we accomplished a lot until that fell apart.

LAURA SHERMAN- Wants to know if item 9 is in regard to consolidation forming a committee and weighting the benefits.

DIRECTORS COMENTS:

STEVE KUNKLE- I can't come to the budget part of the meeting tonight because of a conflict of interest because I have health care benefits from IWD. The 2018/2019 proposed budget does not have the staff replacing the water lines like in the proposed draft we had in December and March board meetings. There was a total 950 feet of water line that staff was going to replace. I asked Jack Hoagland on May 30th and June 13th to put those items back in the budget, Jack said he would not; there are more important things to do. I told him it has been the interest of the board and the public in the last couple of years to have replace water lines. I am disappointed that replacing the water lines with staff was not in the budget showing our constituents we are trying to save money in this area when we are proposing rate increases tonight.

ITEM 1 - CONSENT CALENDAR:

A. MINUTES – May 16, 2018 Regular Meeting Minutes

FINANCIAL REPORTS MAY 2018

- A. Income statement for the Eleventh month ending May 2018
- B. District warrants for May 2018.
 - Check # 14784 – 14839 = \$ 183,094.15
 - Gross Payroll = \$ 56,873.19
 - Federal/State PR taxes = \$ 17838.54
 - LAIF Transfers = \$ 0.00
 - Transfers/charges = \$ 0.00

OPERATIONS REPORT AND GRAPHS FOR THE ELEVENTH MONTH ENDING MAY 2018.

No mainline leaks were reported in MAY and there were no unmetered leaks. Foster Lake's level was at 2 feet 8 inches at the end of April. There was 0" of precipitation in April and there has been 6.99" of precipitation for the fiscal year to date. The static water levels at the Foster Lake Wells were 11.6' below ground level, the downtown well #23 is currently static at 9' and the downtown well #24 is static at 18' below ground level respectively. Production for April was 938,035 cubic feet. April's unaccounted for water was 1.87% of water production. Fiscal year to date unaccounted for water average is 5.77% of water production.

Director comment: Steve Kunkle questioned checks #: Uranium treatment plant 1a

warrant #14814 \$17,750.00 and #14820 \$15,393.23

JACK HOAGLAND – Warrant # 14820 Evoqua Water technologies was for new media, removal and replacement of new media. Of taking our old media and putting into barrels for disposal 14814 Thomas Gray associates radioactive disposal, we are back in service.

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

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi			
David Hunt			
Steve Kunkle			
Dr. Schelly			

Consent Calendar was approved.

ITEM 2-BOARD VACANCY

Recommendation

Appoint a qualified candidate to fill the current vacancy on the Board of Directors.

Background

As a result of the resignation of Catherine Dearing, the Idyllwild Water District Board of Directors has a vacancy.

State law provides the District with several options for filling the vacancies:

- The remaining Board members may appoint qualified applicants to the position;
- The Board can call a special election to fill the positions; or
- The Board can default to the Board of Supervisors of Riverside County to appoint a qualified applicant to the position.

The Board, at its May 16, 2018 Regular Meeting, chose to appoint a qualified candidate as the most expeditious and fiscally prudent option.

The appointed board member will be required to stand for election at the next regularly scheduled election in August 2020 if they desire to continue on the Board.

Two residents have submitted a letter of interest for the vacant position:

Leslie Gin

Sue Nash

PUBLIC COMMENT:

Trudy Levy: Would like an election.

GM COMMENT:

The board has 2 choices and the law provides 3 options to fill the board vacancy. An election would run anywhere from \$15,000. to \$20,000. dollars. The board in the past has chosen the least costly option that was to appoint a board member.

A MOTION was made by Vice President Szabadi to appoint Les Gin for the board vacancy and Director Hunt seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelly			
Peter Szabadi			
Steve Kunkle			
David Hunt			

ITEM 3 – PUBLIC HEARING ON WATER AND SEWER RATES

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 to sustain the operation of the Idyllwild Water District (water service area) and Improvement District No. 1 (sewer service area).

Background: At the April 18, 2018 Regular Board meeting the Idyllwild Water District Board of Directors set June 20, 2018 at 6:00 pm as the time for a public hearing relative to the revised water and sewer rates for services provided within the Water Service area and Improvement District No. 1 (Sewer Service Area).

President Schelly opened the Public Hearing on Water and Sewer Rates.

19 Public Protests

PUBLIC COMMENT:

VIC SIRKIN- Feels the new rates are not fair to low income families.

SUE NASH- Feels customers were not properly noticed re: both water and sewer rates changing.

DON DEPALMA- Question on fire water fee, why should the customer pay and not the fire dept. Also when will the implication be for the 50 gallons a day

JEFF SMITH- Wants to know what are the different costs per boundary zones.

DEIDRE VAIL- States that at her second home they pay a pumping surcharge.

SUE NASH- Wants to know how this will affect our drought rate.

JEFF SMITH: Stated why would I want to be part of system that has lots of potential for failure.

MARGE MUIR- Wants to know who does the fire fee apply to.

DAVID LILLIHOLM- 2018/2019 budget funding for pipe replacement

VIC SIRKIN- believes IWD should be using staff for pipe upgrade.

DIRECTORS COMMENTS:

DIRECTOR HUNT- A lot of thought and discussion has gone into this. Basic facts we have done very little infrastructure replacement.

DIRECTOR KUNKLE- We did our homework here, we notified, we did workshops and meetings to educate the public

DIRECTOR SZABADI- There has been no capital improvements, no maintenance of mains, why we had money in our reserves. We do need to make the capital improvements and that requires money

DIRECTOR HUNT- We don't have to do the maximum rate

President Schelly made a MOTION to close the Public Hearing on Water and Sewer Rates.

: **ITEM #4 – Adopt Resolution #753 Establishing Revised Water Rates, Fees and Charges**

Recommendation: That the Idyllwild Water District Board of Directors adopt Resolution #753 establishing revised water fees and charges to sustain the operation of the Idyllwild Water District (water service area) in a fair and supportable manner.

Background: At the April 18, 2018 Regular Board meeting the Idyllwild Water District Board of Directors set June 20, 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.

This year, the District engaged NBS Financial to perform a Rate Study and develop a rate structure that would provide sustainable revenue for the District over the next 5-years (through FY 2022-23) and be compliant with the legislative and judicial interpretations of Proposition 218.

PUBLIC COMMENT:

VIC SIRKIN- Wants IWD to send out ballots before you vote and table this for tonight.

DEIDRE VAIL- Rate proposal is a maximum, is the plan not to increase the reserves?

TRUDY LEVY- Would like the water, sewer and drought rates considered altogether .Feels the community hasn't sufficiently been given opportunity to give our input

DIRECTORS COMMENT:

Peter Szabadi- Prop 218 is the only approved way of doing this. Statute provides exactly what we did.

A MOTION was made by Director Hunt to approve Resolution No.# 753 establishing revised Water Rates, Fees and Charges and Director Kunkle seconded. The vote was as follows:

AYES
Dr. Schelly

NAYS

ABSTAIN
Les Gin

ABSENT

**Steve Kunkle
Peter Szabadi
David Hunt**

Motion was approved.

: ITEM #5 – Adopt Resolution #754 Establishing Revised Sewer Rates

Recommendation: That the Idyllwild Water District Board of Directors adopt Resolution #754 establishing revised Sewer rates to sustain the operation of the Idyllwild Water District Improvement District No. 1 (sewer service area) in a fair and supportable manner.

Background: At the April 18, 2018 Regular Board meeting the Idyllwild Water District Board of Directors set June 20, 2017 at 6:00 pm as the time for a public hearing relative to the revised rates, fees and charges for services provided within Improvement District No. 1, Sewer Service area.

This year, the District engaged NBS Financial to perform a Rate Study and develop a rate structure that would provide sustainable revenue for the District over the next 5-years (through FY 2022-23) and be compliant with the legislative and judicial interpretations of Proposition 218.

The proposed sewer rate structure makes no changes in the underlying “Equivalent Dwelling Unit or EDU” rate structure but increases the previous rates by 5% in year one and by 2.5% in each of years two through five.

PUBLIC COMMENT:

Sue Nash- Feels again to raise the issue that the customers was not properly noticed, you didn't tell people they had to file 2 separate protest letters, one for water and one for sewer.

Jeff Smith- States Pine Cove's council recommended a tear-off at the bottom of the letter to vote.

Deidre Vail- Would like to know what is the sewer rate increase for?

Trudy Levy- Would like to wait to do the increase until you can do the drought rates.

Marge Muir: Would like to know how much money is in the reserve for the sewer? Is the sewer plant in jeopardy?

Deidre Vail- Would like to know if we have gone after grants?

Jeff Smith- Concerned how many times has the sewer spilled in the stream?

Jack Hoagland- Only once since I have been at the District

DIRECTORS COMMENTS:

None

A MOTION was made by Director Szabadi to approve Resolution No. 754 establishing revised Sewer Rates and Director Hunt seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Dr. Schelley Peter Szabadi Steve Kunkle David Hunt		Les Gin	

Motion approved.

ITEM #6 – Consider Resolution #755 to Adopt a Budget for FY2018-19

(Note that Director Kunkle excused himself from the room and discussion due to his conflict of interest regarding his receipt of Medical benefits from the District as a District retiree.)

Recommendation: That the Idyllwild Water District Board of Directors adopt the attached Resolution #755 and Budget for FY 2018-19 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.

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 will have the ability to modify the budget to respond to those changing conditions.

G.M. COMMENT: Making my best recommendation to you.

PUBLIC COMMENT:

Deidre Vail- Would like pipe replacement, with our own crew, put back in the budget.

JP- Would like to know what is the balance year to date for both water and sewer.

Sue Nash- Would like to know what is the balance with property tax? Are the taxes a regular part of the budget?

DIRECTORS COMMENTS:

Director Hunt- Concerned if our employees are going to take educational opportunities.

Director Szabadi- Has a problem with resurfacing the shop.

Recess the meeting for 7 minutes

GM'S COMMENT:

JACK HOAGLAND- Offer to change item 10 from resurfacing the shop yard to replacing pipeline on Inspiration Lane with District forces.

A MOTION was made by Director Szabadi to approve Resolution No. #755, including the just described changes to the Capital Improvement program, to Adopt a Budget for F/Y 2018/2019. Director Hunt seconded. The vote was as follows:

AYES
Dr. Schelly
Peter Szabadi
David Hunt

NAYS

ABSTAIN
Les Gin

ABSENT
Steve Kunkle

MOTION APPROVED

: ITEM #7 – Appoint a Secretary of the Board of Directors

Recommendation: That the Idyllwild Water District Board of Directors appoint Jeannine Olsen as Secretary of the Board of Directors.

Background: As a result of the resignation of the current Secretary of the Board of Directors the vacancy needs to be filled as the Secretary of the Board of Directors is a position designated in the enabling legislation of the District (California Water Code Section 30540 (a)). Ms. Olsen fulfills all of the requirements to perform the duties of Secretary of the Board of Directors, and staff recommends her appointment.

STEVE KUNKLE: Does Jeannine get paid the same as Erica?

JACK HOAGLAND: Not yet but almost.

A MOTION was made by Director Hunt to appoint Jeannine Olsen as Secretary of the Board of Directors. Director Gin Seconded. The vote was as follows:

AYES
Dr. Schelly
Peter Szabadi
David Hunt
Steve Kunkle
Les Gin

NAYS

ABSTAIN

ABSENT

MOTION APPROVED : ITEM #8 – Approve A Job Description And Salary Range For The Position Titled Office Assistant

Recommendation: That the Idyllwild Water District Board of Directors approve the attached job description and salary range for a position titled Office Assistant.

Background: With the evolution in personnel as a result of employees taking advantage of positions outside the District, staff have evaluated the office organization and are recommending adding the position of Office Assistant in place

of the position Billing Clerk. While billing is obviously important to the District's overall financial stability, office staff do much more than just billing as noted in the attached job description. In addition, based on the apparent workload, staff is proposing that the position be variable between 24 and 30 hours per week with benefits allocated at 75% of full-time. The proposed salary range is \$16.00 to \$22.06 per hour (14 steps of 2.5% increase consistent with the District's current salary schedule) (it is not proposed that this range would change July 1, 2018 but would be subject to change beginning July 1, 2019).

General Managers Comment:

PUBLIC COMMENT:

JP- Would like to know if IWD is going to replace that position or reorganize the office.

DEIDRE VAIL- Would like to know is the billing position going to eliminated from the structure of positions.

DIRECTORS COMMENTS:

A MOTION was made by Director Szabadi to approve a job description and salary range for the position titled office assistant the motion was seconded by Director Gin.

AYES
Dr. Schelly
Peter Szabadi
David Hunt
Les Gin

NAYS
Steve Kunkle

ABSTAIN

ABSENT

ITEM #9 – Consider Appointment Of An Ad Hoc Sub-Committee To Gather Input For Potential Consolidation Of San Jacinto Mountain Area Water Districts

Recommendation: That the Idyllwild Water District Board of Directors appoint an ad hoc sub-committee to gather input for potential consolidation of the San Jacinto Mountain Water Districts.

Background: Public attendees and Board members have brought up the concept of consolidation of the San Jacinto Mountain Water Agencies (Pine Cove, Idyllwild and Fern Valley Districts). Staff suggests that the President appoint an ad hoc sub-committee to evaluate the level of interest in the idea.

GM'S COMMENT:

JACK HOAGLAND: This is board and public driven item.

PUBLIC COMMENT:

JEFF SMITH- Stated Jack Hoagland has talked to the 2 other GM'S and they have voiced their lack of interest.

SUE NASH- Suggest that this Ad Hoc committee since there seems to be a lot of reluctance on the part of the other Districts first meet with LAFCO so that you present to the water districts the various forms of consolidation. Educate yourself before going to the other districts

MARGE MUIR- States that Idyllwild Water District and Fern Valley Water District are financially healthy while Pine Cove Water District has good wells. There was a study done many years ago by good engineers for water resources of all 3 districts.

JEFF SMITH- Feels the idea of a unified District is conceptually a wonderful idea but the realities are there have been many years of neglect.

DEIDRE VAIL- Wants consolidation. We need to relinquish our territory and look at the other districts assets.

TRUDY LEVY- Wants to support us. Understands others concerns. We need to start talking with each other and look for areas of commonality then continue to move forward.

GM'S COMMENTS:

Currently LAFCO is doing a municipal service review of all water districts in Riverside County, we have answered their requirements, we would expect that municipal service

report sometime later this year I think it would be important for this Ad-Hoc committee get this information LAFCO will have an opinion how this should go.

DIRECTORS COMMENTS:

DAVID HUNT- A Committee is a good idea but it should be customer based and not board member based. We heard a lot of good ideas if we could get people from the group tonight get people from Pine Cove, Fern Valley to come up with a plan and present that plan would be more effective to me. If we do it as a board were going to come across as we are trying to take over.

SUE NASH- Stated the Board has to be involved.

DAVID HUNT- The board will be involved though I think it needs to start as a customer based group.

PETER SZABADI- To summarize the interactions of the board and the rate payers if there are basic concerns most important is consolidation, we should have members of the public if that's possible and I think Sue Nash should be part of it she knows a lot about this and her input would be very important. Can you do an A-HOC committee with the public.

MARGE MUIR- Stated if you add someone from the public it becomes a Brown Act meeting and it has to be noticed.

PRESIDENT SCHELLY- Appoints Director Szabadi and Director Gin for the AD-HOC Sub-Committee and Sue Nash as the public member.

: ITEM #10 – Consider Offering an Employee Stipend for Residing Within 6 Miles of the District Office

Recommendation: That the Idyllwild Water District Board of Directors Adopt a policy to offer a stipend of \$400 per month to “on-call” eligible employees to encourage them to live within a 6 mile radius of the District Office.

Background: Idyllwild Water District has the requirement to attract and retain qualified and skilled employees to operate the local water and sewer systems. An integral part of the responsibilities of District Field employees is the ability to respond in a relative short period to non-working hour emergencies and to participate in the “stand-by rotation” for non-emergency after-hours response requirements.

The District is located in mountainous terrain that can be subject to adverse weather conditions that can result in roads that are difficult to traverse resulting in extended response times. Responding employees that live relatively close to the District have the best chance of timely response to emergencies or to after-hours customer response. A major complicating factor, however, is that as a mountain resort community, the cost of housing is significantly higher than for comparable housing in a non-resort area. The nearest “affordable” housing area to the District are Banning (45 minutes under good conditions) and East Hemet (35 minutes under good conditions

GM’S COMMENTS:

JACK HOAGLAND-This is an idea that would only apply to people who are on call. You will find in the staff report there are all the pertinent reasons.

PUBLIC COMMENT:

SUE NASH- Confused if the \$400.00 is just if you live within 6 miles.

JACK HOAGLAND- It would be for staff who have to be on call.

SUE NASH- Concerned if someone is already living up here do they still get it and how many employees would be eligible.

DEIDRE VAIL- Calculated that 6 employees you are looking at \$28,000 a year.

TRUDY LEVY- Is this a way other districts try to recruit and retain employees.

JACK HOAGLAND-Yes it depends on where you are. It’s relatively difficult to attract employees because we are so far away from everything.

JP-Wants to know why you don't just raise the salary.

JACK HOAGLAND- The whole idea is to get them to live up here.

MARGE MUIR- Feels you need to look at salaries to get people up here. There is nothing available up here.

SUE NASH- How much is going to cost to get PERS. Something to consider.

DIRECTORS COMMENTS:

DAVID HUNT- Maybe explore housing options. If we had property that we owned would be an employee perk.

STEVE KUNKLE- Not opposed to the idea but there is a bigger picture here we need to explore what we need to do to retain employees before making a decision. In the future have a committee to talk to the employees what they would want.

PETER SZABADI- Let's table this for the time being and do a real study on how to keep people here.

DR. SCHELLY- Since I have been on the board we have had a couple of employees leave and one of those employees talked to me and said the biggest decision was proximity to their home. The benefits were kind of a wash but the proximity to their home was the biggest factor in when they were looking for other employment. This a step in the right direction that we can do right now. We can modify it at the next meeting but something we can offer right now that we have 2 openings. It gives us a little more of an incentive package that someone might be attracted to. We do want to retain employees.

A MOTION was made by President Schelly to approve Employee Stipend for Residing Within 6 Miles of the District Office and the motion died for lack of second. The vote was as follows:

Director Szabadi makes a Motion to Table. Director Gin Seconded.

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi			

Steve Kunkle
David Hunt
Les Gin

: **ITEM #11 – Designate Agency Representatives to the California Association of Sanitation Agencies and Approve the Receipt Of Official Notices Via Electronic Transmission**

Recommendation: That the Idyllwild Water District Board of Directors appoint Agency Representatives to CASA and authorize the receipt of official notices from CASA via electronic transmission.

Background: Membership in CASA (like ACWA) requires that each member agency designate an official voting representative and two alternates. Similarly, as a mutual benefit corporation, CASA must receive each members consent to transmit official communications electronically.

A cover letter and the required forms are attached. Staff recommends that the General Manager be the second alternate voting representative.

GENERAL MANAGER’S COMMENTS:

JACK HAUGLAND-CASA is a public nonprofit mutual benefits corporation. They require the board to officially appoint a voting representative and 2 alternates. I recommend you appoint me as a second alternate voting representative and pick two of you for a primary and first alternate representative.

STEVE KUNKLE-How long have we been a member?

JACK HOAGLAND- This year. They specialize in waste water. We have a good tie in for help at the waste water plant

HOSNY SHOUMAN- Appoints Dr. Schelly and Steve Kunkle.

PUBLIC COMMENT:

MARGE MUIR- Would like to know if there are any fees.

JACK HOAGLAND- Annual membership is \$1800.00 a year. We need to be a member of ACWA to have our insurance benefits and our liability.

TRUDY LEVY- Would like to know what are the foreseeable benefits of becoming a member of CASA.

JACK HOAGLAND- CASA in the same way, ACWA works to effectively represent the water agencies of California, in the legislature and regulator community, CASA does the same for waste water agencies.

TRUDY LEVY- Would like to know is this like networking.

JACK HOAGLAND- They also supply updates that are happening.

DEIDRE VAIL- Would like to know if they are lobbyist.

JACK HOAGLAND-Yes they are a nonprofit benefit corporation same as ACWA.

A MOTION was made by Director to approve Designate Agency Representatives to the California Association of Sanitation Agencies and Approve the Receipt Of Official Notices Via Electronic Transmission and seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
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Dies for a lack of a Motion.

DIRECTOR'S COMMENTS: None

GENERAL MANAGER'S COMMENTS: None

ADJOURNMENT:

A MOTION was made by Director Schelly to ADJOURN and Director Kunkle seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
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**Steve Kunkle
Dr. Schelly
Les Gin
Peter Szabadi
David Hunt**

IDYLLWILD WATER DISTRICT

BY: _____
DR. CHARLES SCHELLY-
BOARD PRESIDENT

IDYLLWILD WATER DISTRICT

BY: _____
JEANNINE OLSEN
BOARD SECRETARY

MINUTES OF THE CONSOLIDATION SUB-COMMITTEE

**IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549**

July 16, 2018 - 6:00 P.M.

1. CONSOLIDATION OF THREE PUBLIC WATER AGENCIES IN THE SAN JACINTO MOUNTAINS:

Discussion regarding approaches to consolidation, merger and cooperation among the three public water Districts: Pine Cove Water District, Fern Valley Water District and Idyllwild Water District.

CALL TO ORDER:

ROLL CALL:

Directors present: Vice President Peter Szabadi, Chair; Les Gin, Director; and Susan Nash, Public Member

DIRECTORS COMMENTS :

PETER SZABADI: Informed the meeting this is a discussion to find out what ways we can precede with consolidation. This is getting to know the issue.

PUBLIC COMMENTS:

JEFF SMITH: Expressed concern that IWD is overly dependent on surface water. That there is little public interest in IWD customer matters. IWD needs to clean up there mess.

JP: Hopes that IWD has a plan though the other Districts have expressed some confusion of what it would be for them.

VIC SIRKIN: Raised the issue that the districts should work together and share the responsible use of the water shed.

TOM PAULEK: Emphasized that water contamination, climate change and drought are community problems and need to be solved by this community as a whole.

NANCY BORSHERS: Stressed the need for IWD to fix their own problems.

PETER SZABADI: Informed the meeting that IWD is trying to find out if there is support for this idea and how should IWD go about it. Consolidation will reduce expenses and increase efficiency.

SUE NASH: Stressed the need for LAFCO's recommendations and to use that information to move forward.

PETER SZABADI: Would like to increase membership in the Consolidation Committee, with greater community participation where we can consider whether these ideas are good.

VIC SIRKIN: Would like to see what LAFCO says and move forward, find reasons to cooperate and merge the community to be one family, one group. As the drought continues we have no choice but to work together.

MARGE MUIR: Pointed out that it's about the amount of water we have and how we use it.

TOM PAULEK: Added that this is the public's water, we have to keep that in mind.

NANCY BORSHER: Feels there is nothing in it for Pine Cove and everything in it for Idyllwild. If there was any sign of good faith that would be nice.

PETER SZABADI: Would like to come away with something positive and make an effort to have other members of the other water districts to join this committee and see if there is any interest on some level of increased cooperation. Sue Nash's suggestion of an MOU to cover that, would place an issue here but I will certainly suggest to our manager to cover the issue in his presentation at the meeting Wednesday.

MARGE MUIR: It's about the future, that's what we have to get across. That's what we are talking about. Uniting for the benefit of all.

PETER SZABADI: Feels we have to build some public sentiment toward some increased cooperation and some consideration on how we can save money and do all our jobs better.

VIC SIRKIN: Expressed concern that we don't want to lose local control, so for the spirit of cooperation let's bring them in from the other districts and get them rolling.

PETER SZABADI: Sue noted there is a petition process.

SUE NASH: Outlined that there is an application that Water Boards can fill out, a petition process and then the state decides what's going to happen.

LES GIN: Thinks we are on the right track and we need to work together.

ADJOURNMENT:

A MOTION was made by Director GIN to ADJOURN and Sue Nash seconded. The vote was as follows:

AYES

NAYS

ABSTAIN

ABSENT

Peter Szabadi

Les Gin

Sue Nash

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____
PETER SZABADI
BOARD VICE PRESIDENT

BY: _____
JEANNINE OLSEN
BOARD SECRETARY

**IDYLLWILD WATER DISTRICT
WATER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING July 2018, 2018**

CONDENSED CATEGORY	FOR THE MONTH OF			2018 %
	ACTUAL	BUDGET	VARIANCE	
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	56,500	56,500	0	0.00%
SALES-RESIDENTIAL/COMMERCIAL	82,106	85,000	-2,894	-3.40%
OTHER OPERATING REVENUE	429	500	-71	-14.20%
OTHER NON-OPERATING REVENUE*	2,000	4,000		
TOTAL OPERATING REVENUES	141,035	146,000	-2,965	-2.03%
OPERATING REVENUE BY CATEGORY	FOR THE MONTH OF			2018 %
	ACTUAL	BUDGET	VARIANCE	
BASE RATE - RESIDENTIAL	42,854	42,854	0	0.00%
BASE RATE - COMMERCIAL	13,648	13,648	0	0.00%
SALES-RESIDENTIAL	43,634	45,000	-1,366	-3.04%
SALES-COMMERCIAL	38,470	40,000	-1,530	-3.83%
SALES-SEWER	0	0	0	0.00%
SALES-CONSTRUCTION/OTHER	229	350	-121	0.00%
TRANSFER FEES	150	150	0	0.00%
TURN ON/OFF FEES	0	0	0	0.00%
LIEN & LIEN RELEASE FEES	0	0	0	0.00%
DELINQUENCY FEES	0	0	0	0.00%
WILL SERVE LETTER FEES	50	0	50	0.00%
OTHER MISCELLANEOUS	0	0	0	0.00%
INSTALLATION FEES	2,000	4,000	-2,000	0.00%
CAPACITY FEES	0	0	0	0.00%
TOTAL OPERATING REVENUES	141,035	146,000	-4,967	-3.40%

**IDYLLWILD WATER DISTRICT
 WATER FUND CONDENSED INCOME STATEMENT
 FOR FISCAL MONTH ENDING July 2018**

FOR THE MONTH OF

CUBIC FEET OF SALES:

	Residential C.F.	Commercial C.F.	Total
R1 5/8	607,340	106,170	713,510
R2 3/4	9,280	20,340	29,620
R3 1"	7,420	86,150	93,570
R4 1.1/2"	0	56,880	56,880
R5 2"	0	13,580	13,580
R6 3"	0	3,590	3,590
IA 3"	0	220,150	220,150
NC-WWTP	0	6,520	6,520
TOTAL CUBIC FEET OF SALES	624,040	513,380	1,137,420

NUMBER OF CUSTOMER BILLS:

	R	C	Total
R1	1,430	107	1,537
R2	13	18	31
R3	31	35	66
R4	0	13	13
R5	0	5	5
R6	0	1	1
IA	0	1	1
NC-WWTP	0	1	1
TOTAL NUMBER OF CUSTOMER BILLS	1,474	181	1,655

SewerAcct S
Fire Services F

418	167	585
0	3	3

Total Idyllwild Customers

2,243

**IDYLLWILD WATER DISTRICT
WATER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING July 2018**

FOR THE MONTH OF

2018

**BY CATEGORY
WATER OPERATING EXPENSES:**

	ACTUAL	BUDGET	JULY F (U) VARIANCE	%
1- WAGES AND SALARIES EXPENSES	48,000	50,000	2,000	4.00%
2- RETIREMENT PLAN AND LIFE INSURANCE	6,720	8,000	1,280	16.00%
3 -MEDICAL INSURANCE	20,171	14,000	-6,171	-44.08%
4 -UNIFORM EXPENSES	238	438	200	45.60%
5 -WORKER'S COMP INSURANCE	0	500	500	100.00%
6 -RETIREMENT MEDICAL INSURANCE	1,875	2,000	125	6.25%
7 -BOARD REIMBURSEMENT	0	500	500	100.00%
8 -OFFICE SUPPLIES	2,139	2,000	-139	-6.95%
9 -OFFICE CLEANING SERVICE	210	280	70	25.00%
10 -POSTAGE AND MAILING FEE	1,582	1,200	-382	-31.83%
11 -TRAINING AND EDUCATION	1,200	1,300	100	7.69%
12 -TRAVELING , MILEAGE, MEALS REIMBURSEMENT	0	629	629	100.00%
13 -DUES ,FEES , SUBSCRIPTIONS	1,956	5,000	3,044	60.88%
14 -COMPUTER SERVICES	2,434	1,000	-1,434	-143.40%
15 -LEGAL SERVICES	2,658	7,000	4,342	62.03%
16-ENGINEERING AND CONSULTING	15,398	5,000	-10,398	-207.96%
17 -UTILITIES - ELECTRICITY	346	7,292	6,946	95.26%
18 -UTILITIES - GAS& FUEL	625	725	100	13.79%
19-UTILITIES - PROPANE	0	325	325	100.00%
20 -UTILITIES - TELEPHONE INTERNET	716	761	45	5.85%
21 -UTILITIES - WASTE MANAGEMENT FEE	188	184	-4	-2.09%
22 -AUTO AND PROPERTY INSURANCE	0	1,712	1,712	100.00%
21 -STATE-COUNTY WATER SYSTEM FEES	0	4,000	4,000	100.00%
22 -GENERAL PLANT & TREATMENT SERVICES	8,578	18,000	9,422	52.34%
23 - VEHICLES REPAIRS AND MAINTENANCE	139	1,500	1,361	90.73%
25 -LABORATORY SERVICES	2,000	1,042	-958	-92.00%
26 -WATER SECURITY SYSTEM	0	771	771	100.00%
27 -ADVERTISING AND PUBLISHING	1,802	542	-1,260	-232.68%
28 -PROPERTY TAX EXPENSES	0	233	233	100.00%
29- COMPENSATED TIME	0	1,833	1,833	100.00%
30 -BANK FEE CHARGE	274	200	-74	-37.00%
31 -WATER MAINTENCE AND SUPPLIES	0	0	0	0.00%
33 -ACCOUNTING AND AUDITING FEE	0	0	0	0.00%
TOTAL OPERATING EXPENSES:	119,249	137,966	18,717	13.57%
TOTAL INCOME AND (LOSS)	21,786	8,034		

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING July 30, 2018**

FOR THE MONTH OF July 2018

CONDENSED BY CATEGORY	ACTUAL	BUDGET	VARIANCE	%
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	52,766	52,575	191	0.36%
OTHER OPERATING	100	25	75	300.00%
TOTAL OPERATING REVENUES	52,866	52,600	266	0.51%
OPERATING EXPENSES:				
1- WAGES AND SALARIES	14,300	15,000	700	4.67%
2- RETIREMENT AND LIFE INSURANCE	1,520	2,000	480	24.00%
3- MEDICAL INSURANCE	6,723	5,000	-1,723	-34.46%
4- UNIFORM EXPENSE	79	300	221	73.59%
5-WORKER'S COMPENSATION INSURANCE	0	145	145	100.00%
6- RETIREMENT MEDICAL INSURANCE	625	917	292	31.82%
7- BOARD REIMBURSEMENT	0	200	200	100.00%
8- OFFICE SUPPLIES	177	400	223	55.75%
9- OFFICE CLEANING SERVICES	70	150	80	53.33%
10- POSTAGE AND MAIL FEE	471	100	-371	-371.10%
11- EDUCATION AND TRAINING	0	200	200	100.00%
12- TRAVELING, MILAGE, MEAL REIMBURSEMENT	0	292	292	100.00%
13- DUE AND SUBSCRIPTION FEE	576	542	-34	-6.34%
14- COMPUTER SERVICES	741	1,000	259	25.90%
15- LEGAL SERVICES	886	500	-386	-77.20%
16- UTILITIES - ELECTRICITY	0	4,000	4,000	100.00%
17- UTILITIES - GAS & FUEL	250	437	187	42.75%
18- UTILITIES - PROPANE	0	25	25	100.00%
19- UTILITIES - TELEPHONE&INTERNET	232	292	59	20.37%
20- UTILITIES - WASTE MANAGEMENT FEE	62	125	63	50.40%
21- VEHICLES REPAIRS AND MAINTENANCE	98	500	402	80.45%
22- ENGINEERING SERVICES	2,097	5,000	2,903	58.06%
22- MAINTENANCE AND SUPPLIES	0	200	200	100.00%
23- GENERAL PLANT SERVICES	316	500	184	36.80%
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	250	250	100.00%
27- ADVERTISING AND PUBLISHING	0	125	125	100.00%
28- LABORATORY SERVICES	2,755	2,000	-755	-37.75%
29- GENERAL AUTO AND LIABILITY INSURANCE	0	570	570	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	1,060	100	-960	-960.00%
Total Expenses	33,038	43,618	10,580	24.25%
Total INCOME OR (LOSS)	19,828	8,982		

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING July 30, 2018**

FOR THE MONTH OF July 2018

SEWER FUND OPERATING REVENUES

	ACTUAL	BUDGET	F (U)	VARIANCE	%
BASE RATE-COMMERCIAL	37,700	37,700	0		0.00%
BASE RATE- RESIDENTIAL	17,480	17,480	0		0.00%
TRANSFER FEE	50	50	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%
TOTAL OPERATING REVENUE	55,230	55,230	0		0.00%

EQUIVALENT DWELLING UNITS (E.D.U'S)

RESIDENTIAL	456	456	0.0		0.00%
COMMERCIAL	937	937	0.0		0.00%
TOTAL E.D.U'S	1,393	1,393	0.0		0.00%

TOTAL Customers

418 167 585

IDYLLWILD WATER DISTRICT
DISTRICT WARRANTS AND OTHER DISBURSEMENTS
FOR THE MONTH ENDED JULY 31, 2018

DATE	CHECK NUMBER	PAYEE	DESCRIPTION	AMOUNT
07/02/2018	14888	ACWA/JPIA	Meical Insurance for July 2018	17,750.70
07/02/2018	14889	Engineering Resources of So. Ca., Inc.	Inundation Study For Foster Lake inv#50696	8,507.50
07/02/2018	14890	Forest Lumber	Supplies for Water& Sewer Customer	515.56
07/02/2018	14891	Industrial Metal Supply Co.	Supplies for Water inv#2180898	101.25
07/02/2018	14892	Penelope A. Smrz	Second Payment Real Estate Appraisal Fee For Oakwood	3,750.00
07/02/2018	14893	Riverside County Waste Mgmt. Dept.	Grinder Station Deposit for Cust. # 60 Site#511	750.00
07/02/2018	14894	S.C.E	Monthly Charge	3,919.29
07/02/2018	14895	USA Bluebook	Supplies For Water Customer	49.58
07/02/2018	14896	Jeannine Olsen	Reimburse for office expenses	38.20
07/05/2018	14897	Chase Card Services	Spplies for water + Training for Tyler and Joe	1,607.25
07/05/2018	14898	County of Riverside, Auditor-Controller	LAFCO Fees FY 2018	608.80
07/05/2018	14899	Dillon Pulatie	Application Fee for D2	65.00
07/05/2018	14900	Frontier	Phone and Internet Charge	403.49
07/05/2018	14901	Gosch Auto	Repair for the Ford Dum Truck	139.45
07/05/2018	14902	Home Depot Credit Services	Purchase Tools and Supplies	1,827.18
07/05/2018	14903	Industrial Metal Supply Co	Supplies for Water inv#2180912	256.67
07/05/2018	14904	INFOSEND, INC	Postage and mailing the Bills Fee Inv#137446	944.65
07/05/2018	14905	Thomas Lovejoy	Retirement Medical Insurance April- June12018	2,501.00
07/05/2018	14906	Tyler Puckett	Application Fee for D2	65.00
07/05/2018	14907	Verizon Wireless	Emergency Cell Phones	156.19
07/05/2018	14908	VOID	VOID	0.00
07/05/2018	14909	Employee Relations	Pre Employment Background Check Danny inv# 82468	22.80
07/05/2018	14910	NBS	Third Payment Rate Studdy Fee Inv# 61800408	5,041.44
07/05/2018	14911	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	38,000.00
07/11/2018	14912	Arrow Printing, Inc.	Public Notice Fees for Printing	1,385.87
07/11/2018	14913	California Computer Options , Inc	Monthly IT Support inv#29930	2,085.00
07/11/2018	14914	Carlson Quinn Associates , INC	Administrative Services for Plan 457b Inv#0618026	1,250.00
07/11/2018	14915	Central Communications	Acc#701691 Monthly Answering Services	110.50
07/11/2018	14916	Four Seasons Cleaning Services	Monthly Cleaning Charge for June inv#1095	280.00
07/11/2018	14917	Idyllwild Town Crier	Add in newspaper	416.75
07/11/2018	14918	Inland Foundation Engineering, Inc.	Testing Services for South Circle Line	15,750.00
07/11/2018	14919	Streamline	Monthly Charge For Idyllwild Website Inv#7667	200.00
07/11/2018	14920	SWRCB	T3 Cert fee for Jerry Johnson	90.00
07/11/2018	14921	Underground Service Alert/SC	New Tickets Charges	36.40
07/11/2018	14922	Village Hardware	Supplies For Water	69.20
07/11/2018	14923	California Computer Options , Inc	Hot Spot for internet	894.88
07/11/2018	14924	INFOSEND, INC	Postage and mailing the Bills Fee	941.11
07/11/2018	14925	Lee N. Arnson	Survey for easement for pipeline	1,800.00
07/11/2018	14926	Mission Linen & Uniform Service	Laundry Uniform Monthly Charge	317.46
07/11/2018	14927	Gosch Toyota	Purchase Toyota Tacoma with Trade in Ford	5,528.34
07/18/2018	14928	ACWA/JPIA	Meical Insurance for August 2018	9,144.38
07/18/2018	14929	ALESHIRE & WYNDER , LLP	Monthly Legal Services Charge	3,545.30
07/18/2018	14930	Babcock Laboratories, Inc	Lab Test For Water and Sewer	5,248.00
07/18/2018	14931	CR&R Incorporated	Monthly Services for Trash fee	251.80
07/18/2018	14932	Engineering Resources of So. Ca., Inc.	Consulting for WWTP Influent inv#50764	837.00
07/18/2018	14933	Gallade Chemical, Inc.	Chemical Supplies Customer Acct# 56450	980.66
07/18/2018	14934	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	30,000.00
07/18/2018	14935	S.C.E.	Monthly Charge	605.00
07/18/2018	14936	Staples Credit Plan	Office Supplies	709.78
07/18/2018	14937	T-Mobile	Internet For Solar	20.00
07/18/2018	14938	Houston & Harris PCS, Inc.	Hydro-wash and inspeccation Sewer Lines inv#18-21203	1,060.00
07/18/2018	14939	Jeannine Olsen	Reimburse for office expenses	130.58
07/25/2018	14942	ALLSTATE BENEFITS	Monthly Charge for Case #94763 TEAM#T06	304.12
07/25/2018	14947	Engineering Resources of So. Ca., Inc.	Inundation Study + North Coircle pipeline inv#50853+50854	3,873.75
07/25/2018	14943	Forest Lumber	Supplies for Water& Sewer Customer ID # I-WATER	278.71
07/25/2018	14944	Grainger	Supplies for Water Acct# 860290956	342.09
07/25/2018	14945	Lee N. Arnson	Survey for Oakwood Street	600.00
07/25/2018	14946	Time Warner Cable	Monthly Charge for Phone and Internet	369.36

TOTAL DISTRICT WARRANTS \$176,477.04

OTHER DISBURSEMENTS: \$57,866.00
TOTAL PAYROLL \$12,980.00
L.A.I.F. ELECTRONIC TRANSFERS \$0.00
BANK SERVICE CHARGES AND FEES \$187.00

TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS \$247,510.04

Operations Report for July 2018

Currently – No Stage

Production – July 2018- 1,365,152 C.F., 236 avg. gpm

Foster Lake level – 2 ft. 8 in.-

Water and Sewer installations: 1 Installation for Meter

Leaks: 4

Mainline -0-/Unmetered -3/Metered -1

July 2018 Water Loss = 16%-- 13.77% Y.T.D.

Production:

Drinking water storage- 3.22 MG

14 wells available/10 utilized/3 Full Time/7 Part Time

Wastewater Treatment Plant

July 2018-Average daily flow 107,200gpd/Average weekend flow 108,058 gpd

July 2017-Average daily flow 124,666 gpd/Average weekend flow 134,169 gpd

Precipitation

July 2018 – 0” Y.T.D. – 1.99” April 2017 – 0.10” Y.T.D. 2017

Diversion -0

STATIC WELL LEVELS

	JUNE 2018	JULY 2018	JULY 2017	JULY 2016
Foster Lake (Average 3 wells)	16’ Static	24’ Static	0’ Static	33’ Static
Well # 26 (Nature Center)	41’ Static	42’ Static	95’ Static	111’ Static
Well # 27 (Nature Center)	41’ Static	42’ Static	50’ Static	93’ Static
Well #28 (Rockdale)	122’ Static	122” Static	120’ Static	141’ Static
Downtown Wells* #23 & #24	220Pumping 19’ Recov.	220’ Pumping 28’ Static	210’ Pumping 15’ Static	12’ Static
FV1A	2’ Static	371’ Pumping	327’ Pumping	388’ Pumping
FV2	308’ Pumping	320’ Recov.	309’ Pumping	290’ Pumping

*Downtown Wells Static level is an average for 2016. April 2017 and 2018 both well levels are included

Memo

To: Board of Directors

From: General Manager

Date: August 15, 2018

Subject: ITEM #2 – WATER QUALITY ISSUES

Recommendation: That the Idyllwild Water District Board of Directors continue the discussion of this issue with new information that will become available during the upcoming week and provide additional direction to staff as deemed necessary.

Background: Subsequent to the distribution of the notice of violation of the disinfection by-products standards testing has shown that the areas of the Distribution system actually out of compliance may be localized to the northwestern portions of the system and not throughout the system.

Staff will present the most recent data at the Board meeting regarding this rapidly evolving issue including preliminary cost numbers.

Memo

To: Board of Directors

From: General Manager

Date: August 15, 2018

Subject: ITEM #3 – STAND-BY GENERATOR FOR FOSTER LAKE SHOP

Recommendation: That the Board of Directors authorize the purchase of a stand-by 25kw generator for the Foster Lake Shop in the amount of \$14,445 (plus tax).

Background: New policies by the California Public Utilities Commission and Southern California Edison will result in more frequent power outages, as the Utility will simply discontinue power service to any area affected or potentially affected by emergency event such as high wind warnings or wildfires to limit its liability from damage to its infrastructure or from its infrastructure.

Idyllwild Water District currently has stand-by propane generators for Fern Valley Well 1A, the main office and the Foster Lake wells and treatment plant, a diesel generator for the Wastewater Treatment Plant and a portable diesel generator for the “City” wells.

During the Cranston fire, with power out for over 50-hours, staff was forced to use the portable generator to power the Foster Lake shop and support facilities. This was possible due to the evacuation, which lowered demand and the fire’s progress away from Idyllwild Water District facilities and service boundaries, which limited firefighting demand as well. With slightly differing conditions the District may have needed the portable generator at one of the City wells to support additional demand and the shop

facility would have been without power. This is where parts and materials are stored as well as supplies for operating the water system.

Staff proposes purchase of a 25kW propane powered unit to provide emergency power to the shop facility so that the portable generator can be used for its intended purpose.

Attached is a quote from Yale and Chase, our generator service provider. Staff will solicit two additional quotations prior to the August 15 meeting and may recommend one of those if substantially less expensive.

Attachment



Quotation QT # QT2524818

8/3/18

Los Angeles County

2615 Pellissier Place
City of Industry,
CA 91749
Phone (562) 463-8000
FAX (562) 463-8093

Inland Empire

8089 Cherry Ave.
Fontana, CA 92336
Phone (909) 428-3400
FAX (909) 428-9620

San Diego County

2870 Executive Ave.
Escondido, CA 92029
Phone (760) 480-5656
FAX (760) 480-4333

Orange County

15591 Computer Lane
Huntington Beach
CA 92705
Phone (714) 901-6290
FAX (714) 901-6291

Hawaii

DbA
Hawaiian Lift Truck, Inc.
1724 Kahai Street
Honolulu, HI 96819
Phone (808) 847-0624
FAX (808) 841-3706



To: Idyllwild Water District
Attn: Joe Reyes

Project Name: Franklin Shop / 25 kW LP Gas genset and Auto Transfer Switch

Thank you for your inquiry. Delivery of this unit would be about 7 weeks. We are pleased to submit our quote as follows:

1 - **Generac** Naturally aspirated, 4 cyl, gas, engine driven generator consisting of the following features and accessories:

- Fuel system -LP Gas
- QT02524
- 25 kW Rating , synchronous alternator, wired for 277/480 VAC 3 Phase, 60 HZ
- Direct excitation

GENSET CONTROL SYSTEM

H-100 Control Panel

The Quiet-Test™ Control Panel is a "state of the art" electronic controller that combines form and function to control and protect the engine, generator and transfer switch functions.

- Solid state controls for all safety shutdowns
- Isochronous governor control built in
- Single PCB for all functions
- 2 amp static battery charger
- Generac time proven V/F voltage regulator with LED indication
- Low speed exercise

The control protects the engine against the following parameters:

- Low oil pressure shutdown
- High coolant temperature shutdown
- Engine overspeed shutdown
- Low water level shutdown
- Overcrank lockout
- Low battery voltage alarm
- Low fuel pressure alarm
- Exerciser not set (visual alarm)
- 100A UL mainline circuit breaker
- Sound Attenuated Weather Enclosure
 - Aluminum Construction
 - integral critical grade muffler
- battery rack installed
- 2 AMP Battery charger installed
- Starting Battery
 - Battery charging alternator
- Battery cables
- Battery tray
- Fuel shut-off solenoid valve
- Solenoid activated starter motor
- Air cleaner and oil filter with internal bypass
- Oil and antifreeze
- Oil and radiator drain extensions
- Vibration isolators between engine/alternator and base frame
- Standard flex exhaust
- 3 Owners manuals
 - UL2200 Listed
- Two (2) year standard warranty

installation of the supplied equipment, including but not limited to the following: permits, meeting installation codes, pouring concrete, building of generator room, plumbing, piping, fuel, proper fuel supply, exhaust system installation, proper ducting, insulation, wiring, mounting, field painting, or anchoring of equipment. Retention is not acceptable.

Credit

Credit is subject to Yale/Chase Equipment & Services approval in its sole discretion. This quote in no way constitutes approval of credit.

General Terms of Payment – Subject to Credit Department Approval Net on Invoice. unless otherwise noted.

FOB Point: Job Site unless otherwise noted.

TERMS OF THE SALE

Unless otherwise specifically stated, terms are net10 days on invoice based on the date of invoice. F.O.B. delivered, sales or use taxes, any type of property tax or any manufacturer's or other excise tax levied by federal, state or municipal government or any sub-division thereof, are the liability of the purchaser and if paid by the seller are rechargeable to the purchaser. All sales are subject to the approval of our credit department. This and all subsequent purchases are payable to Yale/Chase Equipment & Services, Inc. located in City of Industry, CA. The seller reserves the right to cancel this contract and collect fees as noted in "cancellations" upon:

1. Breach of contract by the purchaser.
2. Failure by purchaser to make payments as required.
3. Insolvency or bankruptcy of the purchaser the seller may require advance payment for security or may cancel an order if the seller, in good faith, doubts the purchaser's ability to pay in general.

No terms contained in the purchaser's purchase order, shipping request or other communications shall vary the terms and conditions of this agreement, expressed herein, whether or not shipment of the goods followed receipt of such purchase order or any other communication.

ACCEPTANCE

All quotations are subject to prompt acceptance and transmittal of order. Prices are subject to change without notice unless otherwise stated. This quote is good for at least 30 days from issue date. Contracts and agreements are not valid unless approved and accepted in writing in the corporate office in City of Industry, CA. All contracts shall be deemed to have been executed in California.

PURCHASE /FACTORY ORDER POLICY

Orders will be placed at the factory only after the signed quotations and/or purchase orders are returned to Yale/Chase.

CANCELLATIONS

Orders cannot be scheduled, cancelled, specifications changed or goods returned without seller's prior permission. Acceptance is conditional upon reimbursement for consequential loss to the seller. Change order costs will be quoted by the seller at the time of change. Some change orders may not be possible depending on when changes are requested during production of the order. **A minimum 30% restocking fee will be charged for any and all cancelled orders if accepted by the seller.** Special orders may not be accepted by the seller for return.

WARRANTIES

The seller's liability is limited to making good defects in workmanship or material under the manufacturer's warranty and shall not exceed the purchase price of the defective item. The seller in no event shall be liable for damages to persons or property arising out of the use of items sold. The equipment must have reasonable means and access for warranty repair to be done. This includes the means and access for removal of the complete generator assembly and/or major components. If reasonable access is not provided, additional charges not covered by warranty will apply. This warranty supersedes all prior assurances, written or oral made by the seller, its agents or representatives.

PERFORMANCES

Information provided concerning performance of equipment listed hereon are engineering estimates only and no guarantee to meet such specifications is to be implied.

CONFIDENTIAL INFORMATION

This proposal as well as all information therein, including prints, brochures, etc., are confidential and intended only for the purchaser's use and are not to be used in any way detrimental to the seller.

DELAYS

Deliveries under all contracts and agreements are contingent upon acts of providence, strikes, accidents, governmental priority regulations and other causes of delay beyond the seller's control, and in no event will the seller be liable for consequential delays or losses.

DELAYS OF PAYMENT TO THE SELLER

Payment is due to Yale/Chase upon the agreed terms as listed in the quote. Yale/Chase is responsible for providing the equipment and services as listed in the quote and is not an installation contractor. Yale/Chase is not responsible for cancelations or delays in construction, equipment not being ready for startup as scheduled, improper installation per the equipments installation guidelines, not possessing the proper permits, not meeting NEC, NFPA or any other local or national codes as it pertains to the equipment installation. A fee will be charged of 3% of the equipment cost per month beyond 15 days of the terms listed in the quote for delays in payment for any of the listed reasons.

DELIVERIES

Approximate lead time is 7 weeks ARO. Promises of delivery are given as accurately as conditions will permit, but seller does not guarantee to accomplish shipments on date or dates mentioned.

*Thank you for this opportunity to quote **GENERAC** products. Please call if we may answer any questions, or be of further service.*

Submitted By,
YC Power Systems

Paul Crafts
EPG Sales Engineer
8089 Cherry Avenue
Fontana, CA 92336
Cell (562) 639-3145 (best way to reach me by phone)
Office (909) 428-3400 / Fax # (951) 247-4579
paulc@yalechase.com
www.ycpower.com

Acknowledgement **Quotation # QT2524818**

Prior to ordering equipment, please sign and return as a confirmation of the above terms & conditions.

Acknowledgement:

Accepted By: _____

Firm Name: _____

Customer P.O.: _____ Date: _____

Memo

To: Board of Directors

From: General Manager

Date: August 15, 2018

Subject: ITEM #4 – CONSOLIDATION COMMITTEE REPORT AND STATUS

Recommendation: That the Idyllwild Water District Board of Directors receive a report from the Consolidation Committee regarding their Meeting of August 8 with the Pine Cove Water District Board of Directors and offer direction to the Committee in light of the actions from Pine Cove Water District.

Background: At its June 20, 2018 meeting the Idyllwild Water District Board of Directors formed a Consolidation Committee. The Committee held a meeting August 8, 2018 with the Pine Cove Water District Board of Directors. At its August 8, 2018 Board meeting the Pine Cove Board of Directors passed the attached Resolution No. 537 (unsigned copy attached for reference).

Staff seek direction from the Board of Directors related to the increasing tensions between the mountain Districts as a result of the Consolidation Committee activities.

Attachment

**PINE COVE WATER DISTRICT
RESOLUTION NO. 537
OPPOSITION TO CONSOLIDATION WITH IDYLLWILD WATER DISTRICT**

WHEREAS, the Pine Cove Water District is an independent California special district;

WHEREAS, the Pine Cove Water District Board has been informed that the Idyllwild Water District has formed a committee to consider consolidation with the Idyllwild Water District;

WHEREAS, the Pine Cove Water District Board's primary concern is and always has been the long term best interests of its customers;

WHEREAS, the Pine Cove Water District has been providing uninterrupted water service to its customers for over 62 years;

WHEREAS, an outside engineer has stated that the District's equipment is clean and well maintained;

WHEREAS, the Pine Cove Water District has continually proven thru the requirements of the State Water Resources Control Board, to have outstanding water quality;

WHEREAS, District staff installs pipe line throughout the District each year at a cost of almost half of what it costs other Districts to install pipe lines;

WHEREAS, an outside engineer has stated that the District has outstanding facilities that are maintained at a very high level and that there is no deferred maintenance;

WHEREAS, the Pine Cove Water District, Fern Valley Water District and Idyllwild Water District already have a mutual aid agreement that allows the Districts to assist each other in times of emergency or disaster;

WHEREAS, the Pine Cove Water District Board sees no significant advantage for its customers in consolidation;

NOW, THEREFORE, the Board of Directors of the Pine Cove Water District does hereby resolve as follows: The Pine Cove Water District hereby formally opposes any consolidation with the Idyllwild Water District.

Adopted this 8th day of August 2018.

Robert Hewitt, President Board of Directors

Page 2. Resolution #537 – OPPOSITION TO CONSOLIDATION WITH IDYLLWILD WATER DIST.

I hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of said District at its meeting held on the 8th day of August, 2018, by the following vote, to wit:

Ayes:

Noes:

Absent:

IN WITNESS HEREOF I have hereunto set my hand and affixed the official seal of the Pine Cove Water District.

Becky Smith, District Secretary

Memo

To: Board of Directors

From: General Manager

Date: August 15, 2018

Subject: ITEM #5 – GENERAL MANAGER POSITION STATUS

Recommendation: No recommendation, however the Board of Directors may take any action they deem appropriate.

Background: Director Kunkle requested that this item be placed on the Agenda

Memo

To: Board of Directors
From: General Manager
Date: August 15, 2018
Subject: ITEM #6 – WATER SUPPLY STATUS

Recommendation: That the Board of Directors discuss the current water supply status and consider the need to take any actions related to Ordinance No. 64 (copy attached for reference).

Background: Staff will update the Board of Directors on the status of Idyllwild Water District's water supply. The current Water Shortage Contingency Plan is embodied in Ordinance No. 64. The only current option would be to set a public hearing to consider declaring a water emergency a moving to Stage 1 as described in the Ordinance.

Attachment

ORDINANCE NO. 64

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT FINDING THE NECESSITY OF, AND PROVIDING FOR THE IMPLEMENTATION AND ENFORCEMENT OF A WATER CONSERVATION MEASURES TO MITIGATE THE EFFECTS OF DROUGHT AND RESCINDING AND REPLACING ORDINANCE NO. 62 AND ALL AMENDMENTS THERETO

RECITALS

WHEREAS, the total water supply available to the Idyllwild Water District ("DISTRICT") is dependent upon local rainfall and snowmelt from the higher elevations of the San Jacinto Mountains; and

WHEREAS, there is no source of imported water available to the District to supplement its local water supplies; and

WHEREAS, the DISTRICT periodically experiences years in which the amount of precipitation is insufficient to fully replenish the DISTRICT's water supplies. When such "dry" periods extend into subsequent years, the DISTRICT's ability to meet the minimum water supply requirements necessary to protect the public's health, safety and general welfare is severely compromised; and

WHEREAS, the Board of Directors of the DISTRICT has been informed and advised that to ensure sufficient water supplies to meet basic needs of human consumption, sanitation and fire protection, the DISTRICT must implement and enforce water conservation measures in order to mitigate the effects of drought on the community; and

WHEREAS, it is the purpose of this Ordinance to establish a multi-staged water shortage emergency plan and to provide for its implementation and enforcement.

NOW, THEREFORE, the Board of Directors of the Idyllwild Water District does hereby ordain as follows:

Section 1. Purpose and Scope

The purpose of this Ordinance is to establish a multi-staged water shortage emergency plan to minimize the effect of a drought on the customers of the DISTRICT and thereby:

- (i) Protect the health, safety and welfare of the residents and customers of the DISTRICT; and
- (ii) Assure the maximum beneficial use of the water supplies of the DISTRICT; and
- (iii) Ensure sufficient water supplies to meet the basic needs of human consumption, sanitation and fire protection.

Section 2. Authority

The DISTRICT has the power and authority to enact this Ordinance pursuant to the following state laws:

a. Water Code Section 31026, which authorizes the DISTRICT to (i) restrict the use of DISTRICT water during any emergency caused by drought or other threatened or existing water shortage, (ii) to prohibit the waste of DISTRICT water or the use of DISTRICT water during such periods, and (iii) to prohibit the use of such water during such periods for specific uses which the DISTRICT may from time to time find to be nonessential; and

b. Water Code Section 375, which authorizes the DISTRICT to adopt and enforce a water conservation program to reduce the quantity of water used by the inhabitants of the DISTRICT for the purpose of conserving the water supplies of the DISTRICT; and

c. Water Code Section 350, which gives the Board of Directors the authority to declare a water shortage emergency condition whenever the Board finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the DISTRICT to the extent that there would be insufficient water for human consumption, sanitation and fire protection.

Section 3. Adoption of Three-Stages Water Shortage Emergency Plan

There is hereby enacted a DISTRICT-wide water conservation measures consisting of three stages (hereafter, "the Plan"), as follows:

Water Conservation Stage I-Voluntary Compliance, which specifies that users of DISTRICT water voluntarily limit the amount of water used to that amount necessary for domestic and business purposes. Will serve letters shall be limited to a total of up to 10 EDU's at the discretion of the Board during a Water Conservation Stage 1. The limit of 10 EDU's applies from the initial declaration of conservation stages, until the end of conservation stages.

Water Conservation Stage 2 — Mandatory Compliance, which requires each user to take specific actions to reduce water consumption, and which provides for an increased water rate. Will serve letters for new water meters shall be issued only if available within the 10 EDU's allowed within Stage 1 until the return to Stage I or 0. Increases to customer meter size for additions requiring that fire sprinklers be installed are allowed with General Manager approval.

Water Conservation Stage 3 — Mandatory Emergency Restrictions, which requires each user of DISTRICT water to take specific actions to further reduce the consumption of DISTRICT water, and which provides for a further increase in the water rate. There will be NO issuance of will serve letters for new water meters during a Stage 3 Water Conservation Stage, nor may un-used EDUs be issued.

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.

Details of the water conserving measures are provided in Section 5 below. Enforcement measures, which include notices of violation, disincentive surcharges and the installation of flow-restricting devices and termination of water service, are provided in Sections 6, 7 and 12 below. A development agreement with a user of DISTRICT water may provide for issuance of will serve letters as provided in the agreement. The restrictions on water use do not apply to water used to meet the medical needs of the customer. The restrictions on landscape irrigation do not apply to those utilizing a rainwater storage system. The restrictions on landscape irrigation do not apply to users of recycled water.

Section 4. Procedure for Declaring Water Shortage Emergency

The Plan shall be implemented as follows:

a. Utilizing precipitation records and water level data for Foster Lake and local wells or other water shortage emergency conditions, the General Manager shall determine whether a water shortage exists or is anticipated.

b. As soon as it is reasonably practicable to do so, the General Manager shall report the findings and conclusions to the Board of Directors and make such recommendations as may be appropriate including, without limitation, a recommendation that the Board of Directors conduct a public hearing for the purpose of announcing that a water shortage is anticipated or exists and authorizing the General Manager to implement the appropriate Water Conservation Stage. Notice of the time and place of hearing shall be published in an adjudicated publication at least 7 days prior to the date of the hearing.

c. After implementation, the General Manager shall periodically report to the Board of Directors, with information and data concerning the effectiveness of water conservation measures enforcement activities and, if appropriate, recommendations for further action.

Section 5. Water Conservation Stages

a. Implementation by General Manager. In the event the Board of Directors declares the existence of a water shortage and authorizes the implementation of the DISTRICT's water conservation measures, the General Manager shall thereupon be authorized to implement and enforce the following Water Conservation Stages. The determination of which Stage to implement shall be made by the General Manager and shall be based upon the best available information regarding present and predicted

precipitation, the availability of water in storage and the rate of consumption by DISTRICT users. It shall not be necessary to implement a Stage I (or II) alert prior to implementing a Stage II (or III) alert; the Stages may be implemented in any reasonable order.

b. Public Notice Procedure for Implementation of an initial water shortage. The General Manager, after consultation with, and the concurrence of, the Board of Directors, may declare a Water Conservation Stage to be effective on the sixth day following the publication of the declaration at least once in an adjudicated publication, and posted in at least three public places within the DISTRICT.

The General Manager shall also provide mailed notice of the declaration of the initial stage to each customer of the DISTRICT; provided, however, the failure to receive mailed notice prior to the effective date of the declaration shall not invalidate the declaration, nor shall it prevent enforcement of this Ordinance. Following the initial declaration of a water conservation measures, notice of the declaration of stage will be placed once in an adjudicated publication and a notice will be placed on billing cards.

c. Three Stages.

Water Conservation Stage 1 — Voluntary Compliance

In the event the General Manager determines to implement Water Conservation Stage 1, users of DISTRICT water shall voluntarily reduce the amount of water used to that amount minimally necessary for household use (drinking, cooking and bathing) and for business necessity. The necessity for implementation will be determined by following the current IWD Resolution defining the ability to meet minimum water supply requirements.

Such reductions will include, but are not limited to, immediately repairing leaks, preventing irrigation water runoff, (such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures) refraining from washing sidewalks, driveways and parking areas, and refraining from sprinkling unplanted areas with potable water for dust control. In addition to these restrictions, the following steps will be implemented in Stage 2 and Stage 3.

Water Conservation Stage 2 — Mandatory Compliance

In the event the General Manager determines to implement Water Conservation Stage 2, users of DISTRICT water shall be required to:

- (a) Limit irrigation of outdoor plants and gardens to the period between 6:00 p.m. and 8:00 a.m. two days a week, hand watering with an automatic shut-off nozzle is permitted; however, all runoff water shall be contained; and
- (b) Cease filling or refilling swimming pools, except that a small amount of water may be used to replace evaporation losses in a filled pool; and
- (c) Wash motor vehicles and equipment only from a bucket using a hose with an automatic shutoff nozzle; and
- (d) Not use potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system; and
- (e) Make immediate repairs to any and all leaking water lines and faucets in household plumbing and yard piping; and
- (f) Not use outdoor irrigating 48 hours before anticipated measurable precipitation or 48 hours thereafter; and
- (g) Restaurants shall only provide drinking water to patrons upon request; and
- (h) Not use potable water for filling of irrigation storage tanks. (Filling of irrigation storage tanks with potable water during any conservation stage is discouraged.)

Water Conservation Stage 3 — Mandatory Emergency Restrictions

In the event the General Manager determines to implement Water Conservation Stage III, the following prohibitions and restrictions shall apply:

- a. No potable water shall be used for irrigating outdoor plants, trees or other landscaping of any kind, in any amount, at any time; and
- b. No water shall be added to uncovered swimming pools, hot tubs or spas to replace evaporative losses or for any other purpose; and

- c. No water shall be taken from fire hydrants for any reason except for fire emergencies or for the maintenance of system water quality; and
- d. Potable water use for construction purposes shall be minimized; and
- e. No potable water shall be used for dust control, or for washing any structure, sidewalk, driveway or parking area, or for washing motor vehicles and equipment except from a bucket using a hose with a shutoff nozzle.
- f. Water users shall make repairs within 48 hours to any leaking line or faucet in household plumbing or yard piping.
- g. Irrigation water lines shall be turned off to eliminate accidental loss of potable water.

Section 6. Water Conservation Measures Rate Structure

In the event the Board of Directors declares a water shortage and orders the action of water conservation measures, water rates shall be established by Resolution, including identification of a Water Conservation tier.

Section 7. CEQA

The specific actions authorized herein are exempt from the California Environmental Quality Act, State Guidelines, Section 15269 (c) for the reason that such actions are necessary to prevent or mitigate an emergency.

Section 8. Rescission; Incompatible Provisions

DISTRICT Ordinance No. 62 and all amendments thereto, are hereby rescinded in their entirety. In addition, to the extent any provision of this Ordinance is incompatible or at variance with any prior-adopted ordinance or resolution, the provisions of this Ordinance shall take precedence and all prior ordinances and resolutions shall be interpreted to harmonize with and not change the provisions of this Ordinance.

Section 9. Judicial Review

Any judicial action or proceeding to attack, review, set aside, void or annul this Ordinance or any determination made pursuant thereto shall be commenced within 90 days after the date of adoption of this Ordinance or the date of any determination made pursuant thereto. California Code of Civil Procedure, Section 1094.6 is hereby adopted and made applicable to any judicial review of any decision made by the Board of Directors, the General Manager, or agents, representatives or employees of the District.

Section 10. Severability

If any section, subsection, sentence, clause or phrase is for any reason held to be invalid or unconstitutional by decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions. The Board of Directors hereby declares that it would have passed those sections, subsections, clauses and phrases irrespective that one or more may be declared invalid or unconstitutional.

Section 11. Publication; Effective Date

This Ordinance shall be published in its entirety at least once in adjudicated publication within 10 days after its adoption, shall be posted in three public places and shall become effective 30 days after it is adopted.

Section 12. Fines and Penalties:

- A) **Violations:** Violations of the water use restrictions and prohibitions of Water Conservation Stages II and III shall be penalized as follows:

First Violations- Notice of Violation: The General Manager is authorized and directed to issue, or cause the issuance of a written warning notice of violation to any water user who fails or refuses to comply with the water use restrictions and prohibitions set forth herein. The notice shall specify a reasonable period of time in which compliance shall be achieved. Each notice of violation shall be addressed to the customer on record for the premises where the violation was observed; delivery may be by regular mail or by personal delivery.

Second Violation- Disincentive Surcharge: If, within the same 12-month period, a water user commits a second violation, an excessive water use disincentive surcharge shall be imposed. The surcharge shall be in the amount of two times the amount of the total water billing for the period in which the violation occurred, and shall be added to the next water bill to the premises.

Third Violation- Disincentive Surcharge and/or Water Service Restriction: If, within the same 12-month period, a water user commits a third violation, an excessive water use disincentive surcharge of three times the total water billing for the period in which the violation occurred shall be added to the next water bill and the General Manger shall cause the installation of a water flow restricting device on the customer's water meter.

Fourth- Termination of Water Service and Referral to District Attorney: If, within the same 12-month period, a water user commits a fourth violation, the General Manager shall terminate water service to the premises in accordance with the DISTRICT's Rules and Regulations. In addition, the General Manger shall refer the matter to the Riverside County District Attorney's office for the misdemeanor prosecution as authorized by Water Code, Section 377.

B) Failure to Pay: Failure to pay any water bill, including all or any portion of an excessive water use disincentive surcharge, shall be subject to the delinquency provisions or the DISTRICTS' Rules and Regulations which provide, in relevant part, that water service may be terminated for failure to pay.

PASSED APPROVED AND ADOPTED this 21st day of October, 2015 on the following vote

AYES
Jim Billman
John Cook
Mike Freitas
Dean Lattin
Warren Monroe

NOES

ABSTAIN

ABSENT

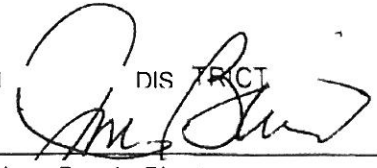
IDYLLWIL

DISTRICT

By

Presid

Board of Directors



AT EST

Sen Blard

Secretary

CERTIFICATION

I am Secretary to the Board of Directors of the Idyl'wild Water District, and I hereby certify that the foregoing Ordinance was duly adopted by the Board of Directors at its regular meeting of October 21, 2015, and that the foregoing copy of the Ordinance is a true and correct copy of the original Ordinance adopted by the Board of Directors and maintained in the DISTRICT's office

IDYLLVV LD WATER DISTRICT

By RD Secretary, Board of Directors /

Memo

To: Board of Directors

From: General Manager

Date: August 15, 2018

Subject: ITEM #7 – Adopt Resolution #756 to set a Public Hearing for Adoption of a Water Shortage Contingency Plan and Drought Rates

Recommendation: That the Idyllwild Water District Board of Directors consider the draft Water Shortage Contingency Plan (WSCP) and proposed drought rates and Adopt Resolution # ____ setting a public hearing for September 19, 2018, to adopt the WSCP and drought rates.

Background: The District's current Drought Plan, Ordinance 64, is no longer viable beyond Stage 1 with the significant changes to the water rate structure in both FY 2017-18 and for FY 2018-19.

Sub-committees over the last year have made progress, but due to unfortunate circumstances that resulted in several changes in committee membership, a draft plan has only now been developed and is attached for the Board's review.

The plan struggles with significant activities to reduce water use since most water use is already "indoor" use.

Attachment

Idyllwild Water District Water Shortage Contingency Plan

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Section 1: Purpose and Principles of Plan

1.1 Water Code Sections 1063

The Idyllwild Water District (IWD/District) has developed a Water Shortage Contingency Plan (WSC Plan) in accordance with California Water Code Section 10632. Section 10632 sets forth the contents of an urban water shortage contingency plan in the event of drought, water supply reductions, failure of a water distribution system, other emergencies, or regulatory statutes, rules, regulations or policies reducing water supplies by state and federal agencies with jurisdiction over the District. The contingency plan must demonstrate the ability of an agency to meet demands under a supply shortage of up to 50 percent. Emphasis is placed on protection of public health, sanitation, fire protection, and the general public welfare.

As such, this WSC Plan adopts regulations and restrictions on outdoor water use through Water Shortage Stage 4 and on indoor water use in Water Shortage Stage 5, including residential, commercial, and institutional customers.

1.2 Principles of District's Water Shortage Contingency Plan

The overall principle of the District's WSC Plan is to reliably meet water demands during shortages caused by droughts, supply reductions, and emergency conditions. The WSC Plan recognizes the following priorities for potable water:

- Public safety, health and welfare
- Economic sustainability
- Quality of life for the District's customers
- Statutory and regulatory requirements

The potable water use regulated and/or prohibited under this WSC Plan is considered non-essential use. Continued use of such water during times of water shortage or other emergency supply conditions are deemed to constitute a waste of water and will be subject to appropriate monetary assessments and fines as described in Section 4 of this WSC Plan.

To compensate for the reduction in water sales and revenue as a result of implementation of the WSC Plan, the District will implement WSC Plan rates to offset any such revenue losses (see Section 5 of this WSC Plan).

1.3 Public Notice and Coordination with Other Water Agencies

The District will periodically provide the public with information about the WSC Plan, including its implementation. Such information will include, but not be limited to, stages of action, restrictions on water use, water use reductions, water-saving tips, and potential Allocation Surcharges, monetary assessments and fines for noncompliance of prohibited activities for water conservation, water use efficiency, and failure to achieve water use reductions defined in the WSC Plan and the Water Conservation Policy. The District may use the local newspaper, the Town Crier, the District website and direct mail notice to provide the information.

Section 2: Authorization and Application of WSC Plan

2.1 Authorization of WSC Plan

The water shortage contingency measures of this WSC Plan shall apply to all persons, customers, and property using water provided by the District. The terms “persons” and “customers” used in this WSC Plan include individuals, home and property owners, corporations, businesses, agencies, associations, and all other legal entities

A declaration of a water shortage condition as outlined below shall become effective immediately, and shall be made by public announcement and published in a newspaper of general circulation.

While Stage 1 “Water Supply Watch” measures remain in effect at all times, three basic conditions can trigger the declaration of further Water Shortage Stages of the WSC Plan. At the time a water shortage condition is identified, the General Manager shall recommend the appropriate Shortage Stage and corresponding water usage decrease based on an analysis of current and available water supplies and anticipated demands. Except as provided below, the Board shall consider and adopt a resolution declaring the appropriate Shortage Stage and measures to be implemented thereto.

Condition No. 1: Long- and Short-Term Water Supply Deficiencies

The District’s General Manager shall request the Board of Directors (Board) to authorize and implement provisions of the WSC Plan when the demand for District water is anticipated to be in excess of the District’s established ratios for the available water supply. The determination shall be made based on the Board adopted criteria shown in Appendix A and will dictate the necessity, if any, to implement the additional measures of the WSC Plan. The Board will have the authority to adopt a resolution to initiate or terminate the appropriate shortage stage and any of the measures described in the WSC Plan based on the criteria without holding additional meetings or hearings, consistent with the criteria in Appendix A.

Condition No. 2: Immediate Emergency Water Shortage Response

An immediate emergency water shortage is defined as an unexpected or catastrophic event including, but not limited to, a regional power outage, earthquake or other disaster, or major other event that prevents or interrupts adequate water to be delivered to customers. By adopting this WSC Plan, the Board authorizes the General Manager to declare the extent of the immediate water shortage emergency and to indicate which measures of the WSC Plan are needed.

Condition No. 3: Emergency Declaration of State or Federal Agency

Upon the declaration of a water shortage emergency by resolution or other appropriate authoritative process of a state or federal agency with jurisdiction over the District, the District shall respond to the requirements set forth in the governing statutes, rules, regulations, or documents.

2.2 Criteria for Water Shortage Stages

The District staff will continue to monitor water demands and supplies on a regular basis, including but not limited to, availability and reliability of supply production facilities, and daily demand, and shall determine, based on the criteria in Appendix A, when conditions warrant an initiation or termination of each shortage stage and water conservation measures to be implemented thereto of the WSC Plan as follows:

Stage 1 – Water Supply Watch Criteria: The term Water Watch acknowledges that while near term supply and storage conditions may from time to time improve due to wet weather, there are continued long-term challenges that warrant continued wise and efficient use of water. In addition, our alpine climate, average rainfall of 26-inches in our service area, the uncertain characteristics of the fractured granite mountainous groundwater supply and the absence of any potential supplemental water supply sources, make ongoing efficient water use imperative. Under Stage 1 conditions, i.e., the Basic Capacity Ratio (BCR) is 0-50%, customers are requested to continue to use water efficiently and practice sensible voluntary water conservation. It should also be noted that water waste is in violation of California Law and District's Water Conservation Policy at any Stage.

Stage 2 – Water Supply Alert Criteria: There is a possibility that the District may not be able to reliably meet all of the water demands of its customers and the BCR is 51-60%. This may mean local groundwater levels are lower than normal, or the District is mandated by a state or federal regulatory agency with jurisdiction over the District to reduce water use. Additional voluntary water use reduction measures will be called upon during this stage. To reduce the financial impact to the District of the designated 10% reduction in water use, Stage 2 Water rates as described in Appendix C will be implemented for the commodity (variable) portion of water bills.

Stage 3 – Water Supply Warning Criteria: Water supply shortages for the District are evident through a BCR of 61-70%, expected to continue and possibly worsen, or the District is mandated by a state or federal regulatory agency with jurisdiction over the District to reduce water use by 20% - 35%. Some restrictions on certain non-essential outdoor Residential, Commercial, and Institutional water use will be implemented, and drought rates described in Stage 3 of Appendix C will be passed through to customers. Monetary assessments and/or fines for non-compliance with restrictions will be imposed as described in Section 4 of this WSC Plan.

Stage 4 – Extreme Water Supply Warning Criteria: Water supply shortages exist and are expected to worsen as indicated by a BCR of 71% - 85%, or the District is mandated by a state or federal regulatory agency with jurisdiction over the District to reduce water use by 36% - 50%. Complete restriction of non-essential outdoor water use will be implemented. The District will work to achieve an appropriate balance of water use decreases to all customer classes including residential, institutional, and commercial. The District will implement drought rates described in Stage 4 of Appendix C. Significant monetary assessments and/or fines for non-compliance of such restrictions will be imposed as described in Section 4 of this WSC Plan.

Stage 5 – Water Supply Emergency Criteria: Water supply shortages are expected to worsen as indicated by a BCR of more than 86%, or the District is mandated by a state or federal regulatory agency with jurisdiction over the District to reduce water use by more than 50%. This may be because of an emergency resulting in the inability of the District's water distribution system to deliver all of the District's supply. Restrictions on all non-essential outdoor and indoor water use will be implemented. The District will implement drought rates described in Stage 5 of

Appendix C.. Monetary assessments and/or fines for non-compliance of such restrictions will be imposed as described in Section 4 of this WSC Plan.

Section 3: Supply Shortage Contingency Measures

Section 3 presents the shortage contingency measures the District may impose during each Shortage Stage for its residential, commercial and institutional customers.

Through timely communication, using various local media outlets and the monthly bill, the District will provide updates regarding supply conditions and WSC Plan Stages. The District is not responsible for any customer issues that may arise from the implementation of the WSC Plan or adjustment in timing of the WSC Plan's Stages.

3.1 Stage 1: Water Supply Watch – Basic Capacity Ratio = 0 – 50%

Under Stage 1 conditions, customers are requested to continue to use water efficiently and practice sensible voluntary water conservation. Water waste violates California Law and the District's Water Conservation Policy at this and any other Shortage Stage.

In order to comply with requirements of state legislation and Water Conservation Best Management Practices, it shall be a violation of the District's Water Conservation Policy at any time to make, cause, or permit the use of water for residential, commercial, institutional or any other purpose in a manner constituting water waste.

All Customer Classes

Customers shall abide by the following **water conservation requirements at all times** in all water Shortage Stages:

1. Refrain from hosing down driveways and other hard surfaces, except for health or sanitary reasons.
2. Repair faucets, toilets, pipes and other potential sources of water leaks as soon as practical.
3. Irrigate landscape between 6 p.m. and 9 a.m. This provision does not apply when:
 - a. Manually watering during the establishment period of a new landscape;
 - b. Manual spot watering is done to address landscape issues;
 - c. Temperatures are predicted to fall below freezing;
 - d. Testing/repairing an irrigation system;
 - e. Using drip irrigation systems; and
 - f. A longer watering window is needed due to system constraints.
4. Adjust and operate all landscape irrigation systems in a manner that will maximize irrigation efficiency and avoid over watering or watering of hardscape and resulting runoff.
5. Prevent excessively irrigating any lawn or landscape area that would cause the sheeting of water to flow; eliminate water runoff from lawns or landscape areas into any drainage courses, streets, or streams.
6. Do not use decorative fountains unless they are equipped with a re-circulating water system.
7. When installing plumbing fixtures, use low-flow devices, except for those that require high-flow fixtures for health and/or sanitary reasons. Where possible, install pool and spa covers to minimize water loss due to evaporation during non-operating days.

8. Do not allow water to run while washing vehicles, including autos, trucks, trailers, motor homes, boats or others. Use a hose with an automatic shutoff valve to avoid runoff into drainage courses, streets or streams. Use a hose equipped with an automatic shutoff valve or other device that causes it to cease dispensing water immediately when not in use.
9. When installing new landscaping, refer to the Water Use Classification of Landscape Species (WUCOLS) or the Idyllwild Garden Club list of local and drought tolerant plants suitable for the area. Plant low water California Friendly® Native Landscapes. Non-functional turf areas are not recommended. Turf lined channels are only permitted when justified by environmental regulations.
10. Refrain from watering during rain, or high winds by turning off irrigation timers.
11. Refrain from irrigation for two (2) days following a measurable rainfall.
12. No irrigation of turf or high water use plants within public street medians and parkways.

All existing and future District customers in violation of these water conservation requirements, or with excessive runoff that would cause water to flow from property into any drainage courses, streets, or streams are subject to fines. Fines are detailed in Section 4 and in the Water Conservation Policy in Appendix B.

3.2 Stage 2: Water Supply Alert – Basic Capacity Ratio 51% - 60%

- Stage 1 water conservation requirements remain in effect for all customer classes
- Additional 10 % voluntary water use reduction measures for all customer classes
- Water use rates described in Stage 2 of Appendix C are implemented

All Customer Classes

Additional **voluntary water use reduction measures** are requested of **all customer classes** to reduce water use by an additional 10% as follows:

Outdoor Voluntary Water Use Reduction Measures

1. Eliminate sprinkler overspray from driveways and sidewalks. Divide irrigation runtimes into multiple cycles to eliminate runoff water that leaves the landscaped area.
3. Tune-up your irrigation system by checking for and repairing leaks and damaged sprinklers.
4. Use a broom instead of a hose to clean driveways, sidewalks and other hardscape surfaces, except for California Department of Health Services prescribed health or sanitary reasons.
5. Install pool and spa covers to minimize evaporative water loss.
6. Customers, including but not limited to, parks, school grounds, and commercial landscaping are restricted to irrigation applications between 6 p.m. and 9 a.m. These irrigators are advised to adjust automatic irrigation timers according to changing weather patterns and landscape requirements.

Indoor Voluntary Water Use Reduction Measures

7. Wash only full loads of laundry and/or dishes.
8. Shorten showers and turn off faucets while brushing teeth or shaving.

No monetary assessments (see Section 4) or mandatory restrictions will be imposed during Stage 2. However, The District will implement drought rates described in Stage 2 of Appendix C. All existing and future District customers in violation of the Stage 1 water conservation requirements in effect at all times, or with excessive runoff that would cause water to flow from property into any drainage courses, streets, or streams are subject to fines. Fines are detailed in Section 4 and in the Water Conservation Policy in Appendix B.

3.3 Stage 3: Water Supply Warning – Mandatory Water Waste Reduction – Basic Capacity Ratio 61% - 70%

- Stage 1 water conservation requirements remain in effect for all customer classes.
- Stage 2 indoor voluntary water use reduction measures remain in effect
- Mandatory outdoor water use reduction measures for all customer classes
- The District will implement drought rates described in Stage 3 of Appendix C.
- Fines for non-compliance are imposed

Stage 3: The District will implement drought rates described in Stage 3 of Appendix C.

All Customer Classes

Stage 3 mandatory outdoor water use reduction measures for all customer classes

are as follows:

Outdoor Mandatory Water Use Reduction Measures

1. Irrigate lawns and landscape only between 6:00 p.m. and 9:00 a.m.
2. No application of potable water to outdoor landscapes (turf and ornamental landscapes) during a rainfall event and up to 48 hours after measurable rainfall. Measureable rainfall for the region is defined as greater than or equal to 0.5 inches.
3. Do not allow irrigation water to leave the landscaped area.
4. No significant landscaping shall be installed or renovated.
5. Use a broom instead of a hose to clean driveways, sidewalks and other hardscape surfaces, except for California Department of Health Services prescribed health or sanitary reasons.
6. Eliminate sprinkler overspray from driveways and sidewalks. Divide irrigation runtimes into multiple cycles to eliminate runoff water that leaves the landscaped area.
7. Tune-up irrigation system by checking for and repairing leaks and damaged sprinklers.
8. Do not allow hoses to run while washing motor vehicles (including autos, trucks, trailers, motor homes, boats or others). Use a hose equipped with an automatic shutoff valve or other device that causes it to cease dispensing water immediately when not in use.

Commercial and Institutional Customers

Stage 3 mandatory water use reduction measures for all C&I customers are as follows:

9. C&I are advised to adjust automatic irrigation timers according to changing weather patterns and landscape requirements.
10. Drinking water shall not be served other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food and drink are served and/or purchased.
11. Operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each bathroom using clear and easily understood language.

Fines for non-compliance will be imposed for flagrant or repeat violations, in addition to other monetary assessments for excessive use (see Section 4). All existing and future District customers in violation of the Stage 1 water conservation requirements in effect at all times, consistent with Section 2 General Provisions of the District's Water Conservation Policy, or with excessive runoff that would cause water to flow from property into any drainage courses, streets, or streams, are subject to fines. Fines are detailed in Section 4 and in the Water Conservation Policy in Appendix B.

3.4 Stage 4: Extreme Water Supply Warning – Mandatory Outdoor Water Elimination

- Stage 1 water conservation requirements remain in effect for all customer classes
- Stage 2 and 3 mandatory water use reduction measures remain in effect for all customer classes
- Stage 2 Indoor voluntary water use reduction measures remain in effect
- Outdoor watering and/or irrigation is prohibited
- The District will implement drought rates described in Stage 4 of Appendix C
- Variances for health and safety only
- No new water meters allowed, except for health and safety.
- Fines for non-compliance are imposed, in addition to other monetary assessments for excessive use

Stage 4: The District will implement drought rates described in Stage 4 of Appendix C.

All Customer Classes

Stage 4 additional mandatory water use reduction measures for all customer classes are as follows:

Outdoor Mandatory Water Use Elimination

1. Washing of personal vehicles at home (including autos, trucks, trailers, motor homes, boats or others) is prohibited.
2. Outdoor watering and/or irrigation is prohibited at all times
3. No water for decorative fountains may be used, even if it has a recirculating system.
4. No filling or water level maintenance of outdoor pools.
5. Upon the declaration of a water shortage emergency, no new water meters allowed, except for health and safety.

Commercial and Institutional

Stage 4 additional mandatory water use reduction measures for all C&I are as follows:

6. No new hydrant-construction or temporary construction meter permits will be issued by the District.

Fines for non-compliance will be imposed for flagrant or repeat violations, in addition to other monetary assessments for excessive use (see Section 4). All existing and future District customers in violation of the water conservation requirements in effect at all times, consistent with Section 2 General Provisions of the District's Water Conservation Policy are subject to fines. Fines are detailed in Section 4 and in the Water Conservation Policy in Appendix B.

3.5 Stage 5: Water Supply Emergency – Mandatory Outdoor Water Elimination and Indoor Water Reduction

- Stage 1 water conservation requirements remain in effect for all customer classes.
- Stages 2, 3 and mandatory water use reduction measures remain in effect for all customer classes
- Additional mandatory water use reduction measures for all customer classes
- The District will implement drought rates described in Stage 5 of Appendix C
- Variances for health and safety only

- The District recommends the installation of pool and spa covers to minimize evaporative water loss.
- No new water meters allowed, except for health and safety
- Fines for non-compliance are imposed

All Customer Classes

Stage 5 additional mandatory measures for all customers are as follows:

Outdoor Mandatory Water Use Reduction Measures

1. No irrigation of lawns, landscapes and/or ornamental gardens.
3. Water for refilling recreational swimming pools and spas is prohibited.
4. No replacement water may be provided for ponds or lakes. Aeration equipment should be managed in such a way as to eliminate evaporative loss of water.
5. Turn off all decorative fountains, even if it has a recycling (recirculating) system, and consider using any remaining water to irrigate landscape. Make sure to empty completely so standing water does not attract insects.
6. Eliminate use of misting devices.

Indoor Mandatory Water Use Reduction Measures

7. Wash only full loads of laundry and/or dishes.
8. Fix leaky faucets, toilets, showerheads, pipes and other water plumbing immediately.
9. Shorten showers and turn off faucets while brushing teeth or shaving.

Commercial & Institutional Customers

Stage 5 additional mandatory water use reduction measures for all C&I customers are as follows:

10. No water for commercial car washes.
11. All hydrant construction and temporary construction meter permits will be rescinded by the District.
12. No planting of new landscaping (seed, sod, or other plant materials).

Fines for non-compliance will be imposed for flagrant or repeat violations, in addition to other monetary assessments for excessive use (see Section 4). All existing and future District customers in violation of the water conservation requirements in effect at all times, consistent with Section 2 General Provisions of the District's Water Conservation Policy are subject to fines. Fines are detailed in Section 4 and in the Water Conservation Policy in Appendix B.

Section 4: Enforcement and Variances

Measures called for in the stages of the District's WSC Plan will be primarily enforced through fines and monetary assessments. In extreme cases, certain types of outdoor water service may be discontinued until the emergency situation is over.

4.1 Fines

The District's Water Conservation Policy (Policy) (Appendix B) declares that because of the prevailing conditions in the State, it is necessary and appropriate for the District to adopt, implement and enforce a water conservation program to ensure sufficient water for human consumption, sanitation, and fire protection. The District further finds that waste or unreasonable use or unreasonable method of use of water shall be prevented and that water conservation practices shall be encouraged at all times.

Water Waste Provisions

The Policy establishes general provisions of conservation and water use efficiency that are in effect at all times. These general provisions are consistent with the WSC Plan and include the following:

1. Refrain from hosing down driveways and other hard surfaces, except for health and sanitary reasons.
2. Repair faucets, toilets, pipes and other potential sources of water leaks.
3. Irrigate landscape only between 6 p.m. and 9 a.m.
4. Adjust and operate all landscape irrigation systems in a manner that will maximize irrigation efficiency and avoid over watering or watering of hardscape and resulting runoff.
5. Prevent excessively irrigating any lawn or landscape area that would cause the sheeting of water to flow; eliminate water runoff from lawns or landscape areas into any drainage courses, streets, or streams.
6. Do not use decorative fountains unless they are equipped with a recirculating system.
7. When installing plumbing fixtures, use low-flow devices, except for those that require high-flow fixtures for health and/or sanitary reasons.
8. Where possible, install pool and spa covers to minimize water loss due to evaporation during non-operating days.
9. Do not allow water to run while washing vehicles. Use a hose with an automatic shutoff valve to avoid runoff into drainage courses, streets or streams.

It is important to note that conservation measures in addition to these general provisions are required to be taken by customers as part of higher WSC Plan Stages.

Enforcement

Water users who violate of any of the general provisions or additional measures required as part of the applicable WSC Plan Stage are subject to the enforcement of this Water Conservation Policy.

Violations which are related to the malfunction of water conveying hardware or devices are subject to the following enforcement:

a. For a first violation, the District shall issue a written notice of fact of such violation to the customer. The customer shall then be allowed a period of 10 days following issuance of the written notice to correct the violation described therein before a second violation will be issued, and the customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

b. For a second violation within the prior 12 month period, including but not limited to a failure to correct an initial violation within the time stated in the notice, the District shall issue a a fine in the amount of \$50.00, which shall be added to the customer's water bill. The customer shall be allowed a period of 5 days following delivery of the written notice to correct the third violation before a fourth violation will be issued. The customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

d. For a third violation in the prior 12 month period, the District shall issue a written notice of fact of such violation to the customer when a third violation has not been corrected within a period of 5 days following delivery of the third violation notice. A fine in the amount of \$100.00 shall be added to the customer's water bill upon issuance of a fourth violation. The customer shall be allowed 5 days following issuance of the written notice to correct the fourth violation before a fifth violation will be issued. The customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

e. For a fourth violation in the prior 12 month period, the District shall issue a written notice of fact of such violation to the customer when a fourth violation has not been corrected within a period of 5 days following delivery of the fourth violation notice. A fine in the amount of \$250.00 shall be added to the customer's water bill upon issuance of a fourth violation. The customer shall be allowed 5 days following issuance of the written notice to correct the fifth violation before a sixth violation will be issued. The customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

f. For a fifth violation, the District shall issue a written notice of fact of such violation to the customer when the fifth violation has not been corrected within a period of 5 days following issuance of the fifth violation notice. A fine of \$500.00 shall be added to the customer's water bill following the issuance of the sixth violation notice until the violation is corrected. In addition, the District may install a flow-restricting device at such meter with a one-inch orifice for services up to one and one-half inch size, and comparatively sized restrictors for larger services, on the service of the customer at the premises in which the violation occurred for a period of not less than 48 hours. The charge to the customer for installing a flow-restricting device shall be based on the size of the meter and actual cost of installation. The charge for installation and removal shall be as set forth in the District's rules. It may be reinstalled for repeated violations.

Violations that are **not** related to the malfunction of water conveying hardware or devices, but are related to actions taken by a water user including, but not limited to, (a) applying (e.g., hosing or spraying) potable water to outdoor landscapes in a manner that causes runoff that flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots or

structures; (b) using a hose to wash an automobile with potable water, except where the hose has a shut-off nozzle or device attached to it that causes it to immediately cease dispensing water when not in use; (c) applying potable water to driveways and sidewalks; and (d) using potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system. are subject to the same enforcement procedures outlined above with the exception that the expected timeframe for correction of the violation is immediate, and a violation of such types ((a), (b), (c) or (d)) on a subsequent day may be considered a separate violation.

Customers shall pay all water bills and fines in accordance with the due dates stated on their bills. An Appeals Process is offered to customers that disagree with the fines assessed. If the appeal is upheld in favor of the customer, appropriate monies will be refunded. Details of the Appeals Process are included in the Policy (Appendix B).

4.2 Variances

The District may, in writing, grant a temporary variance from any fines, Allocation Surcharges and monetary assessments, or restrictions imposed by the WSC Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance, and under the following conditions, which are consistent with Section 5 of the District's Water Conservation Policy (see Appendix B):.

1. Compliance with the WSC Plan cannot be technically accomplished during the duration of a water supply shortage or other condition for which the WSC Plan Shortage Stage is in effect.
2. Alternative methods or technology used as part of a District-sanctioned trial or test study can be implemented which will achieve the same level of reduction in water use.
3. Doctor-approved health circumstances, illness or injury will be considered on a case-by- case basis.
4. No variances will be issued, beginning in Shortage Stage 3 of the WSC Plan, for filling swimming pools, establishing or expanding a landscape area, or leaks not repaired within 48 hours.
5. During Shortage Stages 4 and 5, variances requests must be due to health and safety issues only.

A written variance shall be accepted by the District, and may be denied at the sole discretion of the District.

All variances must be requested in writing any time after WSC Plan's staged implementation. The following information must be provided:

1. Name, contact phone number, service address and customer account number of petitioner;
2. Purpose of water use (e.g., domestic, commercial, institutional);
3. Specific provision(s) of the WSC Plan from which the petitioner is requesting relief;
4. Detailed statement as to how the provision of the WSC Plan adversely affects the petitioner or what damage or harm will occur;
5. Description of the relief requested;
6. Period of time for which the variance is sought; and
7. Any alternative water use restrictions (e.g., indoor use) that the petitioner is taking or proposes to take to meet the intent of the WSC Plan.

Section 5: Revenue and Rate Impacts

The District has an Emergency Cash Reserve Policy to deal with catastrophic events. Short of a catastrophic event, Appendix C establishes rates to be implemented concurrently with a determination of any drought Stage greater than 1 which will increase the various commodity rates inversely to the predicted reduction percentage of water use in the designated stage to maintain the District's financial stability and sustainability.

Section 6: District's Emergency Actions

The Water Code Section 10632 requires actions to be undertaken by the urban water supplier to prepare for, and implement during, a catastrophic interruption of water supplies including, but not limited to, a regional power outage, an earthquake, or other disaster.

The District operates in an area where the probability of an earthquake is high. Depending on the severity, an earthquake may damage the water system. The District's Emergency Response Plan provides a framework for an organized response to an earthquake emergency. The primary objectives of the WSC Plan are to maintain the functionality of the water distribution system, assess the system and if necessary make rapid repair to any damage, and prevent any further damage. The District's response to an earthquake will be directed by the General Manager.

The following are the District Response Phases in the event of an Earthquake:

Phase I – Inspection: A rapid inspection to determine injuries and any damage which might affect the distribution system.

Phase II – Report Back: Emergency communications flow: additional inspection procedures.

Phase III – Repair: Coordination of maintenance forces.

Phase IV – Management Procedures: Key Management responsibilities for the emergency.

Phase V – Operating/Maintenance/Engineering: Outlines procedures for division staff.

Prior to Phase I inspections, system operators and inspectors report to the Emergency Operations Center to receive assigned inspection routes. The Emergency Operations Center creates a communications hub for the District to efficiently manage their available resources. For example, personnel inspecting Foster Lake Dam, wastewater treatment facilities, and wells receive their assignments from and report their findings to the Emergency Operations Center. The Emergency Response Plan contains the areas that are inspected with driving directions for specific inspection routes. If inspections reveal damage to any of the areas, the necessary repairs are made. Communications are ongoing at all phases of the response to an earthquake. The District has a radio system to insure communications will be available during an emergency. The Emergency Response Plan also includes an analysis of the potential of an electrical power outage. The District depends on electricity to boost water to higher elevations via pumping stations. In an emergency involving a power outage, the District will utilize emergency generators to provide customers with a reliable source of water.

Appendix

A

Stage Criteria

$$\text{Basic Capacity Ratio} = \frac{(\text{Monthly Demand})}{(\text{Monthly Production Capacity})} \times 100 = \% \text{ of used production}$$

	<u>Stage</u>	<u>Criteria</u>	<u>Reduction</u>
Stage 1	0-50%		Normal Efficient Use
Stage 2		51-60%	Voluntary 10% Reduction
Stage 3		61-70%	Mandatory 20% Reduction
Stage 4		71-85%	Mandatory 30% reduction
Stage 5		86+%	Mandatory 50% Reduction

Would move to a higher stage when the Basic Ratio:

- 1) Has exceeded the lower threshold for a stage for the fourth (4th) consecutive month;
- 2) Exceeds the lower threshold for a stage by at least 8% for two consecutive months; or
- 3) Exceeds the lower threshold for a stage by at least 13% for one month.

Examples

- A. Four (4) months at 52%, 54%, 53% and 52% would go to Stage 2 in the 5th month
- B. Two (2) months at 59% and 58% would go to Stage 2 in the 3rd month
- C. One (1) month at 63% would go to Stage 2 in the second month

Would move to a lower stage when the Basic Ratio:

- 1) Has been 5% or more below the threshold for the Stage for two consecutive months

Example

- A. In Stage 2; Month 1 at 44%, Month 2 at 43%, go to Stage 1 in the 3rd month

Idyllwild Water District
Appendix B
WATER CONSERVATION POLICY
Adopted September 19, 2018

TABLE OF CONTENTS

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1. Findings and Declaration of Policy
2. General Provision
3. Penalties and Restitutions
4. Appeals and Process
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6. Definitions of Terms

Section 1. Findings and Declaration of Policy

The Idyllwild Water District (District) finds and determines that because of the prevailing conditions in the State it is necessary and appropriate for the District to adopt, implement, and enforce a Water Conservation Policy to ensure sufficient water for human consumption, sanitation, and fire protection. The District further finds the waste or unreasonable use, or unreasonable method of use of water shall be prevented and that water conservation practices shall be encouraged at all times.

In times of drought or water supply cutbacks, provisions of this Policy may be modified in accordance with State of California Regulations, as well as Idyllwild Water District's Water Shortage Contingency Plan (WSC Plan). This Policy is in effect at all times and defers updates and implementation strategies, regarding water conditions and supplies to the WSC Plan for timely communications and media outreach when stage alerts are executed.

Section 2. General Provisions

In order to comply with requirements of state legislation and Best Management Practices, it shall be a violation of this Policy at any time to make, cause, or permit the use of water for residential, commercial, industrial, agricultural, institutional, or any other purpose in a manner constituting waste. Customers shall abide by all requirements outlined in the applicable Shortage Stage of the WSC Plan including, but not limited to the following requirements at all times:

1. Refrain from hosing down driveways and other hard surfaces, except for health or sanitary reasons.
2. Repair faucets, toilets, pipes and other potential sources of water leaks.
3. Irrigate landscape only between 6 p.m. and 9 a.m. This provision does not apply when:
 - a. Manually watering during the establishment period of a new landscape;
 - b. Supervised spot watering is done to address landscape issues;
 - c. Temperatures are predicted to fall below freezing;
 - d. Testing/repairing an irrigation system;
 - e. Using drip and point-to-point irrigation systems; and
 - f. A longer watering window is needed due to system constants.
4. Adjust and operate all landscape irrigation systems in a manner that will maximize irrigation efficiency and avoid over watering or watering of hardscape and the resulting runoff.
5. Prevent excessively irrigating any lawn or landscape area that would cause the sheeting of water to flow; eliminate water runoff from lawns or landscape areas into any drainage courses, streets, or streams.
6. Do not use decorative fountains unless they are equipped with a re-circulating system.
7. When installing plumbing fixtures, use low-flow devices, except for those that require high-flow fixtures for health and/or sanitary reasons.
8. Where possible, install pool and spa covers to minimize water loss due to evaporation during non-operating days.
9. Do not allow water to run while washing vehicles. Use a hose with an automatic shutoff valve to avoid runoff into drainage courses, streets or streams.
10. When installing new landscaping, refer to the Water Use Classification of Landscape Species (WUCOLS). Plant low-water California Friendly® Landscapes and/or the Idyllwild Garden Club list of local and drought tolerant plants suitable for the area. Non-functional turf areas are not recommended. Turf lined channels are only permitted when justified by environmental regulations.
11. Refrain from watering during rain, or high winds by turning off irrigation timer.

Section 3. Administrative Fines

All persons in violation of Section 2 General Provisions of this Policy or with excessive runoff that causes water to flow from property into any drainage courses, streets, or streams are subject to the following:

a. For a first violation, the District shall issue a written notice of fact of such violation to the customer. The customer shall then be allowed a period of 10 days following issuance of the written notice to correct the violation described therein before a second violation will be issued, and the customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

b. For a second violation within the prior 12 month period, including but not limited to a failure to correct an initial violation within the time stated in the notice, the District shall issue a fine in the amount of \$50.00, which shall be added to the customer's water bill. The customer shall be allowed a period of 5 days following delivery of the written notice to correct the third violation before a fourth violation will be issued. The customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

d. For a third violation in the prior 12 month period, the District shall issue a written notice of fact of such violation to the customer when a third violation has not been corrected within a period of 5 days following delivery of the third violation notice. A fine in the amount of \$100.00 shall be added to the customer's water bill upon issuance of a fourth violation. The customer shall be allowed 5 days following issuance of the written notice to correct the fourth violation before a fifth violation will be issued. The customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

e. For a fourth violation in the prior 12 month period, the District shall issue a written notice of fact of such violation to the customer when a fourth violation has not been corrected within a period of 5 days following delivery of the fourth violation notice. A fine in the amount of \$250.00 shall be added to the customer's water bill upon issuance of a fourth violation. The customer shall be allowed 5 days following issuance of the written notice to correct the fifth violation before a sixth violation will be issued. The customer will be provided a copy of this Section of the Water Shortage Contingency Plan.

f. For a fifth violation, the District shall issue a written notice of fact of such violation to the customer when the fifth violation has not been corrected within a period of 5 days following issuance of the fifth violation notice. A fine of \$500.00 shall be added to the customer's water bill following the issuance of the sixth violation notice until the violation is corrected. In addition, the District may install a flow-restricting device at such meter with a one-inch orifice for services up to one and one-half inch size, and comparatively sized restrictors for larger services, on the service of the customer at the premises in

which the violation occurred for a period of not less than 48 hours. The charge to the customer for installing a flow-restricting device shall be based on the size of the meter and actual cost of installation. The charge for installation and removal shall be as set forth in the District's rules. It may be reinstalled for repeated violations.

Customers shall pay all water bills and fines in accordance with the due dates on their water bills. An Appeals Process is offered to customers that disagree with fines outlined in this section of the Policy. If the appeal is upheld in favor of the customer, appropriate monies will be refunded. Details of the appeals process are included in Section of this Policy.

The District shall use the revenues derived from the implementation of this section of the Policy for water use efficiency programs.

Section 4. Appeals Process

Any customer may appeal the imposition of fines of this Policy, by filing a written request with the District Planning Department for an appeals hearing. The District must receive the request within 30 days of the fine notice. A request for a hearing shall set forth, in detail, all facts supporting the request.

The District shall, within 15 days of receiving a request for an appeal hearing provide written notice to the customer of the hearing date, time, and place. The hearing date shall not be more than 30 days from the mailing of such notice by certified mail, unless a later date is agreed to by the customer.

At the hearing, a District staff member will represent the District. The customer will have the opportunity to present information supporting his or her position concerning the required irrigation evaluation or penalty charges. After the hearing, the District staff shall deliver a written report to the General Manager setting forth findings of fact, conclusions, and a recommendation on whether to uphold, modify, or reverse the original fines. Upon receipt of the written report, the General Manager shall issue his decision within 15 calendar days of the hearing. The written decision of the General Manager shall be sent to the customer by certified mail. The General Manager's decision shall be final on the 16th day after it is mailed, unless a request for a hearing is filed with the Board of Directors no later than 5:00 p.m. on the 15th day following such mailing.

Any customer may appeal a decision made by the General Manager, prior to the date that the General Manager's order becomes final, by filing a written request for a hearing with the Board of Directors. The request for the Board of Directors' hearing shall set forth in detail all the issues in dispute and all facts supporting the request. No later than 30 days after receipt of the request for a hearing, the Board of Directors shall either set the matter for a hearing, or deny the request for the hearing. Whether to grant or deny a request for a hearing on an appeal to the General Manager's decision shall be within the sole discretion of the Board of Directors.

If required, a hearing shall be held by the Board of Directors within 30 days of the date the request for a hearing was granted, unless a later date is agreed to by the customer and the Board of Directors. The Board of Directors shall make a determination whether to uphold, modify, or reverse the General Manager's decision. The order of the Board of Directors shall be final upon its adoption. The written decision and order of the Board of Directors shall be sent to the customer by certified mail within 15 days after the close of the hearing.

If the matter is not heard within the required time, due to actions or inactions of the customer or the Board of Director's decision to deny the request for the hearing, the General Manager's decision shall be final.

Section 5. Variance Conditions

A variance may be issued by the District, in writing, to grant a temporary variance for water uses otherwise prohibited under this Policy if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance, and under the following conditions:

1. Compliance with this Policy cannot be technically accomplished during the duration of a water supply shortage or other condition for which the Policy is in effect.
2. Alternative methods or technology used as part of District sanctioned trial or test study can be implemented which will achieve the same level of reduction in water use.
3. Doctor-approved health circumstances, illness or injury will be considered on a case-by-case basis.
4. No variances will be issued, beginning in Stage 4 of the WSCP, for filling swimming pools, establishing or expanding a landscape area, leaks not repaired within 48 hours, and existing outdoor water budgets.
5. During Shortage States 4 and 5, variances will be considered for health and safety issues only.

A written variance shall be accepted by the Planning Department, and may be denied at the sole discretion of the District.

Section 6. Definitions of Terms

Appellant - means the customer appealing a decision of the District for relief from the requirements of this Policy.

Appeal Process - refers to a set of procedures allowing an appellant the opportunity to present facts and details, supporting his or her position concerning fines of this policy.

Best Management Practices – defines the best and most proven water conservation methods for urban water users in California.

Board of Directors - means the Board of Directors of the Idyllwild Water District.

California Friendly® Landscapes – refers to landscape that features low-water using plants, state-of-the-art irrigation and controllers, sustainable landscaping techniques/ maintenance plan.

Customer - means any person, firm, partnership, association, corporation, or local political entity using water obtained from the water system of Idyllwild Water District.

District – refers to Idyllwild Water District.

Excessive Runoff - over irrigation of landscaped areas, leaks, or any other type of action that would cause water to flow into any drainage courses, streets, or streams.

Non-Functional Turf Areas – (not recommended) a landscape turf area used for aesthetic purposes.

Variance Conditions – refers to a conflict requesting a temporary variation for water use.

Waste - means any unreasonable or non-beneficial use of water, or any unreasonable method of use of water, including, but not limited to, the specific uses prohibited and restricted by this policy as hereinafter set forth.

Water Use Classification of Landscape Species (WUCOLS) – is a guide to help landscape professionals identify irrigation water needs of landscape species. It can be used either for the selection of species or to assist in developing irrigation schedules. It is not intended to be used as a required or approved list by IWD for selection of plant.

In times of drought or water supply cutbacks, provisions of this Policy may be modified in accordance with the Idyllwild Water District's Water Shortage Contingency Plan, or action taken by the Board of Directors.

APPENDIX C

Water Shortage Contingency Plan

Drought Rates

Proposed Rates - Transition 50% Fixed to 60% Fixed					
Water Shortage Rate Schedule	Proposed Rates				
	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Stage 2 - 10% Conservation					
Uniform Potable Rate (Commercial Customers)	\$0.0829	\$0.0826	\$0.0820	\$0.0811	\$0.0799
Tiered Rate (SFR Customers)					
<u>Proposed</u>					
Tier 1 450 cf	\$0.0200	\$0.0210	\$0.0220	\$0.0231	\$0.0243
Tier 2 900 cf	\$0.1559	\$0.1539	\$0.1514	\$0.1482	\$0.1444
Tier 3 900+ cf	\$0.2005	\$0.1976	\$0.1938	\$0.1893	\$0.1837
Stage 3 - 20% Conservation					
Uniform Potable Rate (Commercial Customers)	\$0.0917	\$0.0912	\$0.0904	\$0.0894	\$0.0879
Tiered Rate (SFR Customers)					
<u>Proposed</u>					
Tier 1 450 cf	\$0.0209	\$0.0219	\$0.0230	\$0.0241	\$0.0254
Tier 2 900 cf	\$0.1930	\$0.1903	\$0.1869	\$0.1826	\$0.1775
Tier 3 900+ cf	\$0.2606	\$0.2564	\$0.2512	\$0.2448	\$0.2371
Stage 4 - 35% Conservation					
Uniform Potable Rate (Commercial Customers)	\$0.1099	\$0.1092	\$0.1081	\$0.1066	\$0.1047
Tiered Rate (SFR Customers)					
<u>Proposed</u>					
Tier 1 450 cf	\$0.0227	\$0.0239	\$0.0251	\$0.0263	\$0.0276
Tier 2 900 cf	\$0.2904	\$0.2857	\$0.2799	\$0.2727	\$0.2641
Tier 3 900+ cf	\$0.4204	\$0.4129	\$0.4036	\$0.3923	\$0.3789
Stage 5 - 50% Conservation					
Uniform Potable Rate (Commercial Customers)	\$0.1391	\$0.1379	\$0.1362	\$0.1341	\$0.1314
Tiered Rate (SFR Customers)					
<u>Proposed</u>					
Tier 1 450 cf	\$0.0257	\$0.0270	\$0.0283	\$0.0298	\$0.0313
Tier 2 900 cf	\$0.5107	\$0.5015	\$0.4900	\$0.4762	\$0.4598
Tier 3 900+ cf	\$0.7805	\$0.7654	\$0.7468	\$0.7245	\$0.6981