



REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

July 21, 2021 – 6:00 P.M.

Topic: Board of Directors Meeting
Time: July 21, 2021, 06:00 PM Pacific Time (US and Canada)
Join Zoom Meeting
<https://us06web.zoom.us/j/86017115203?pwd=MVVCQSs3OWFhUnhvWWNsZHHLaUlzdz09>
Meeting ID: 860 1711 5203
Passcode: 844442
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+17207072699,,86017115203#,,,,*844442# US (Denver)
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Dial by your location
+1 720 707 2699 US (Denver)
+1 253 215 8782 US (Tacoma)
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AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the District. Please note that for items not listed on the agenda, the Brown Act imposes limitations on what the Board may do at this time. The Board may not take action on the item at this meeting. As to matters on the Agenda, persons will be given an opportunity to address the Board when the matter is considered. Each speaker will be given four (4) minutes to address the Board. Comments should be directed to the Board as a whole and not directed to individual Board members.

1. CONSENT CALENDAR

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



A. MINUTES

Regular Board Meeting: June 16, 2021
Special Board Meeting: June 30, 2021
Special Board Meeting: July 12, 2021

B. FINANCIAL REPORTS

1. Income statement for the twelfth-month ending June 2021
2. District warrants for June 2021

Check	#16609-16677	= \$	177,573.69
Gross Payroll		= \$	65,330.00
Federal/State PR taxes		= \$	6,452.00
LAIF Transfers		= \$	0.00
Transfers/charges		= \$	255.71

C. OPERATIONS REPORT

D. GENERAL MANAGER REPORT

DISCUSSION ITEMS

2. **ALTA KAVANAUGH PROPERTY LOCATED AT 53285 DEER FOOT LANE**
Ms. Kavanaugh will provide a presentation pertaining to water on her property.
3. **WATER AND SEWER SYSTEM CONNECTIONS**
Board of Directors will discuss existing water and sewer service availability.

ACTION ITEMS

4. **APPROVE APPOINTMENT OF BEST BEST & KREIGER AS DISTRICT GENERAL COUNSEL**
Board of Directors will consider approving a contract with BBK to serve as the District's new General Counsel on terms consistent with the RFP proposal.

DIRECTORS COMMENTS

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation #54957 Title :General Manager

ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for August 18, 2021, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.



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 REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

June 16, 2021 - 6:00 P.M.

AGENDA

CALL TO ORDER

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

ROLL CALL

President Schelly, Vice President Szabadi, Director Gin and Director Kunkle were present. General Manager Leo Havener, Chief Financial Officer Hosny Shouman and Chief Water Operator Joseph Reyes were also present.

PUBLIC COMMENTS

Public inquired about the spillage still happening on Tollgate. General Manager Havener clarified that the Idyllwild Water District has offered the property owner a temporary solution, but the offer has been declined.

1. CONSENT CALENDAR

A. MINUTES

Regular Board Meeting: May 19, 2021

B. FINANCIAL REPORTS

1. Income statement for the tenth-month ending May 2021
2. District warrants for May 2021

Check #16573 – 16908	= \$	116,998.16
Gross Payroll	= \$	68,952.00
Federal/State PR taxes	= \$	7,686.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	239.00

C. OPERATIONS REPORT

D. GENERAL MANAGER REPORT



DIRECTORS COMMENTS

Director Kunkle inquired about warrants on leaks and Director Gin on propane. Director Szabadi wants a program to be started to help identify water theft and cooperate with authority. Director Szabadi believes that due to the current drought in California Idyllwild Water District should enter Stage 2.

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

The vote was as follows:

AYES

Vice President Szabadi
Director Gin
Director Kunkle
President Schelly

NAYS

ABSTAIN

ABSENT

Motion approved.

ACTION ITEMS

2. APPOINTMENT TO THE BOARD OF DIRECTORS

Board of Directors will consider appointing a qualified candidate to the Board of Directors to fill the vacancy seat. If necessary the Board will interview the applicants prior to the appointment.

PUBLIC COMMENTS

The public asked the applicants about their current jobs and positions.

DIRECTORS COMMENTS

The Directors asked the applicants several question to get to know their point of views on certain matters/scenarios.

A MOTION was made by Vice President Szabadi to approve Stephen Olson onto the Board of Directors. Director Gin seconded.

The vote was as follows:



AYES

Vice President Szabadi
Director Gin
Director Kunkle
President Schelly

NAYS

ABSTAIN

ABSENT

Motion approved.

DIRECTORS COMMENTS

President Schelly asked management to start looking into real state and bring it up to the Board of Directors.

The Board took a five (5) minute recess at 7:20 p.m. before moving into closed session.

CLOSED SESSION

3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Counsel

The Board resumed Open Session at 8:15 p.m.

REPORT FROM CLOSED SESSION

No reportable action.

ADJOURNMENT

Board adjourned at 8:15 p.m.

The next Board meeting is a Regular Meeting scheduled for July 21, 2021 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Ana Trejo
BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT



MINUTES FOR SPECIAL MEETING OF THE BOARD OF DIRECTORS

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

June 30, 2021 – 6:00 P.M.

AGENDA

CALL TO ORDER

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

ROLL CALL

President Schelly, Vice President Szabadi, Director Kunkle, Director Gin and Director Olsen were present. General Manager Leo Havener was also present.

PUBLIC COMMENTS

None

DIRECTORS COMMENTS

None

CLOSED SESSION

Board of Directors went into Closed Session at 6:01 P.M.

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Counsel

The Board resumed Open Session at 7:25 p.m.

REPORT FROM CLOSED SESSION

No reportable action.

ADJOURNMENT

Board of Directors adjourned at 7:25 P.M.

The next Board meeting is a Regular Meeting scheduled for July 21, 2021 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.



IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Ana Trejo
BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT



MINUTES FOR SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

July 12, 2021 – 6:00 P.M.

AGENDA

CALL TO ORDER

President Schelly called the meeting to order at 6:09 p.m.

ROLL CALL

President Schelly, Vice President Szabadi, Director Kunkle, Director Gin and Director Olsen were present. General Manager Leo Havener, was also present.

PUBLIC COMMENTS

None

DIRECTORS COMMENTS

None

CLOSED SESSION

Board of Directors went into Closed Session at 6:09 P.M.

1. INTERVIEW WITH THE PROSPECT LEGAL COUNSEL :

Public Employee Performance Evaluation § 54957 Title: General Counsel

The Board resumed Open Session at 6:45 p.m.

REPORT FROM CLOSED SESSION

No reportable action.

ADJOURNMENT

Board of Directors adjourned at 6:45 P.M.

The next Board meeting is a Regular Meeting scheduled for July 21, 2021, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.



IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Ana Trejo
BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT

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

CONDENSED CATEGORY	FOR THE MONTH OF			%
	ACTUAL	BUDGET	JUNE 2021 VARIANCE	
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	70,341	70,341	0	0.00%
SALES-RESIDENTIAL/COMMERCIAL	68,492	70,000	-1,508	-2.15%
OTHER OPERATING REVENUE	50	50	0	0.00%
OTHER NON-OPERATING REVENUE*	0	0	0	
TOTAL OPERATING REVENUES	138,883	140,391	-1,508	-1.07%
OPERATING REVENUE BY CATEGORY				
	FOR THE MONTH OF	JUNE	F (U)	2021
BASE RATE - RESIDENTIAL	52,549	52,549	0	0.00%
BASE RATE - COMMERCIAL	17,792	17,792	0	0.00%
SALES-RESIDENTIAL	43,593	45,000	-1,407	-3.13%
SALES-COMMERCIAL	24,899	25,000	-101	-0.40%
SALES-SEWER	0	0	0	0.00%
SALES-CONSTRUCTION/OTHER	0	0	0	0.00%
TRANSFER FEES	50	50	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	0	0	0	0.00%
OTHER MISCELLANEOUS	0	0	0	0.00%
INSTALLATION FEES	0	0	0	0.00%
CAPACITY FEES	0	0	0	0.00%
TOTAL OPERATING REVENUES	138,883	140,391	-1,508	-1.07%

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

BY CATEGORY WATER OPERATING EXPENSES:	FOR THE MONTH OF		JUNE	
	FOR THE MONTH OF		VARIANCE	
	ACTUAL	BUDGET	F (U)	%
1- WAGES AND SALARIES EXPENSES	56,250	62,000	5,750	9.27%
2- RETIREMENT PLAN AND LIFE INSURANCE	5,850	6,000	150	2.50%
3 -MEDICAL INSURANCE	9,061	12,000	2,939	24.49%
4 -UNIFORM EXPENSES	458	438	-21	-4.69%
5 -WORKERS COMP INSURANCE	0	500	500	100.00%
6 -RETIREMENT MEDICAL INSURANCE	3,857	3,500	-357	-10.20%
7 -BOARD REIMBURSEMENT	100	500	400	80.00%
8 -OFFICE SUPPLIES	1,585	2,000	415	20.75%
9 -OFFICE CLEANING SERVICE	210	280	70	25.00%
10 -POSTAGE AND MAILING FEE	61	900	839	93.22%
11 -TRAINING AND EDUCATION	0	200	200	100.00%
12 -TRAVELING , MILEAGE, MEALS REIMBURSMENT	0	629	629	100.00%
13 -DUES , FEES , SUBSCRIPTIONS	6,664	2,000	-4,664	-233.20%
14 -ADVERTISING AND PUBLISHING	1,536	542	-994	-183.57%
15 -COMPUTER SERVICES	1,768	2,500	732	29.28%
16 -LEGAL SERVICES	7,136	3,500	-3,636	-103.89%
17 -ENGINEERING AND CONSULTING	0	200	200	100.00%
18 -UTILITIES - ELECTRICITY	7,902	5,000	-2,902	-58.04%
19 -UTILITIES - GAS& FUEL	750	800	50	6.25%
20-UTILITIES - PROPANE	1,200	325	-875	-269.23%
21 -UTILITIES - TELEPHONE INTERNET	876	761	-116	-15.19%
22 -UTILITIES - WASTE MANAGEMENT FEE	200	184	-16	-8.60%
23 -AUTO AND PROPERTY INSURANCE	0	500	500	100.00%
24 -STATE-COUNTY WATER SYSTEM FEES	900	2,000	1,100	55.00%
25 -GENERAL PLANT & TREATMENT SERVICES	24,748	8,000	-16,748	-209.35%
26 - VEHICLES REPAIRS AND MAINTENANCE	831	500	-331	-66.20%
27 -LABORATORY SERVICES	4,925	1,500	-3,425	-228.33%
28 -WATER SECURITY SYSTEM	500	771	271	35.13%
29 -PROPERTY TAX EXPENSES	0	233	233	100.00%
30 -COMPENSATED TIME	0	500	500	100.00%
31 -BANK FEE CHARGE	255	300	45	15.00%
32 -WATER MAINTENANCE AND PUMP REPAIR	0	1,500	1,500	100.00%
33 -ACCOUNTING AND AUDITING FEE	1,143	500	-643	-128.60%
34 - WATER LEAK (IWD Leak Side)	102	500	398	79.60%
TOTAL OPERATING EXPENSES	139,618	121,062		
TOTAL INCOME AND (LOSS)	-735	19,329		

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

FOR THE MONTH OF JUNE 2021

CUBIC FEET OF SALES:

	Residential	Commercial	Total
R1 5/8	C.F. 612,720	C.F. 80,640	693,360
R2 3/4	10,350	20,386	30,736
R3 1"	7,876	87,290	95,166
R4 1.1/2"	0	52,640	52,640
R5 2"	0	12,010	12,010
R6 3"	0	31,800	31,800
IA 3"	0	46,340	46,340
NC-WWTP	0	2,120	2,120
TOTAL CUBIC FEET OF SALES	630,946	333,226	964,172

NUMBER OF CUSTOMER BILLS:

	R	C	Total
R1 5/8	1,433	105	1,538
R2 3/4	12	18	30
R3 1"	41	36	77
R4 1.1/2"	0	14	14
R5 2"	0	8	8
R6 3"	0	1	1
IA 3"	0	1	1
NC-WWTP	0	1	1
TOTAL NUMBER OF CUSTOMER BILLS	1,486	184	1,670

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

Sewer Acct S	418	167	585
Fire Services F "2"	0	0	0
Fire Services F "3"	0	0	0
Fire Services F "4"	0	3	3
Total Idyllwild Customers			2,258

**IDEALWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING JUNE 2021**

FOR THE MONTH OF JUNE 2021

CONDENSED BY CATEGORY	ACTUAL	BUDGET	VARIANCE	%
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	58,353	58,353	0	0.00%
OTHER OPERATING	0	0	0	0.00%
TOTAL OPERATING REVENUES	58,353	58,353	0	0.00%
OPERATING EXPENSES:				
1- WAGES AND SALARIES	10,200	18,000	7,800	43.33%
2- RETIREMENT AND LIFE INSURANCE	2,050	2,500	450	18.00%
3- MEDICAL INSURANCE	3,020	5,000	1,980	39.60%
4- UNIFORM EXPENSE	53	300	247	82.33%
5- WORKERS COMPENSATION INSURANCE	0	200	200	100.00%
6- RETIREMENT MEDICAL INSURANCE	1,285	917	-368	-40.18%
7- BOARD REIMBURSEMENT	0	200	200	100.00%
8- OFFICE SUPPLIES	397	400	3	0.75%
9- OFFICE CLEANING SERVICES	70	150	80	53.33%
10- POSTAGE AND MAIL FEE	0	400	400	100.00%
11- EDUCATION AND TRAINING	0	200	200	100.00%
12- TRAVELING, MILEAGE, MEAL REIMBURSEMENT	0	292	292	100.00%
13- DUE AND SUBSCRIPTION FEE	2,323	1,000	-1,323	-132.30%
14- COMPUTER SERVICES	589	1,000	411	41.10%
15- LEGAL SERVICES	2,378	500	-1,878	-375.60%
16- UTILITIES - ELECTRICITY	4,000	4,200	200	4.76%
17- UTILITIES - GAS & FUEL	250	437	187	42.75%
18- UTILITIES - PROPANE	0	25	25	100.00%
19- UTILITIES - TELEPHONE&INTERNET	285	292	7	2.28%
20- UTILITIES - WASTE MANAGEMENT FEE	66	125	59	47.20%
21- VEHICLES REPAIRS AND MAINTENANCE	150	500	350	70.00%
22- ENGINEERING SERVICES	0	2,000	2,000	100.00%
22- MAINTENANCE AND SUPPLIES	99	200	101	50.50%
23- GENERAL PLANT SERVICES	1,420	2,500	1,080	43.20%
24- SEWER PERMIT AND LICENSE(State Fee)	0	500	500	100.00%
25- MINOR EQUIPMENT AND SUPPLIES	0	42	42	100.00%
26- SEWER TREATMENT	835	4,500	3,665	81.44%
27- ADVERTISING AND PUBLISHING	500	125	-375	-300.00%
28- LABORATORY SERVICES	1,641	2,000	359	17.95%
29- GENERAL AUTO AND LIABILITY INSURANCE	550	1,000	450	45.00%
30- SECURITY SYSTEM (ADT)	0	208	208	100.00%
31- ACCOUNTING & AUDITING FEE	381	2,000	1,619	80.95%
32- LINE CLEANING	0	100	100	100.00%
Total Expenses	32,542	51,812	19,270	37.19%
Total INCOME OR (LOSS)	25,811	6,541		

**IDMILL WILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING JUNE 2021**

FOR THE MONTH OF JUNE 2021

SEWER FUND OPERATING REVENUES	ACTUAL	BUDGET	F (U)	
			VARIANCE	%
BASE RATE-COMMERCIAL	39,136	39,136	0	0.00%
BASE RATE-RESIDENTIAL	19,006	19,006	0	0.00%
TRANSFER FEE	0	0	0	0.00%
FACILITY CHARGE FROM IAF	0	0	0	0.00%
INSPECTION FEE	0	0	0	0.00%
OTHER MISCE	0	0	0	0.00%
TOTAL OPERATING REVENUE	58,142	58,142	0	0.00%
EQUIVALENT DWELLING UNITS (E.D.U'S)				
RESIDENTIAL	445	445	0.0	0.00%
COMMERCIAL	943	943	0.0	0.00%
TOTAL E.D.U'S	1,388	1,388	0.0	0.00%
TOTAL Customers	420	165	585	

**IDYLLWILD WATER DISTRICT
DISTRICT WARRANTS AND OTHER DISBURSEMENTS
FOR THE MONTH ENDED June 30, 2021**

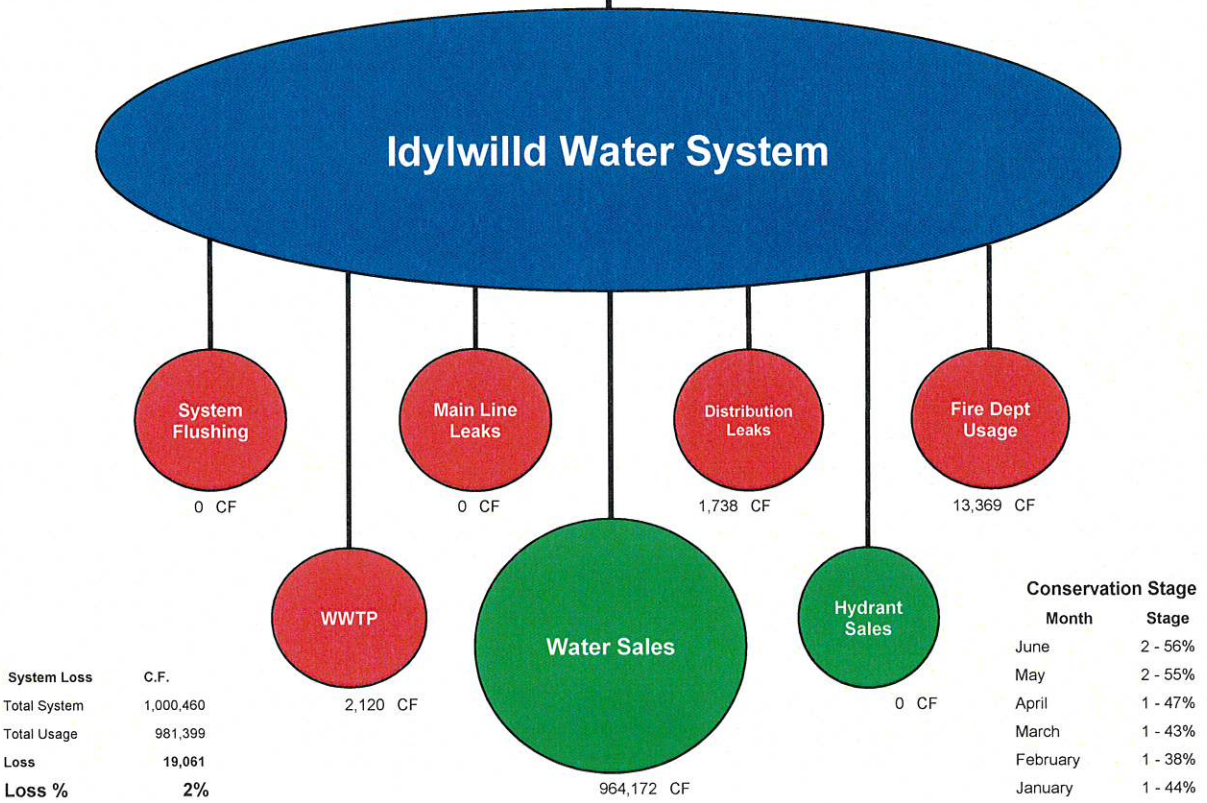
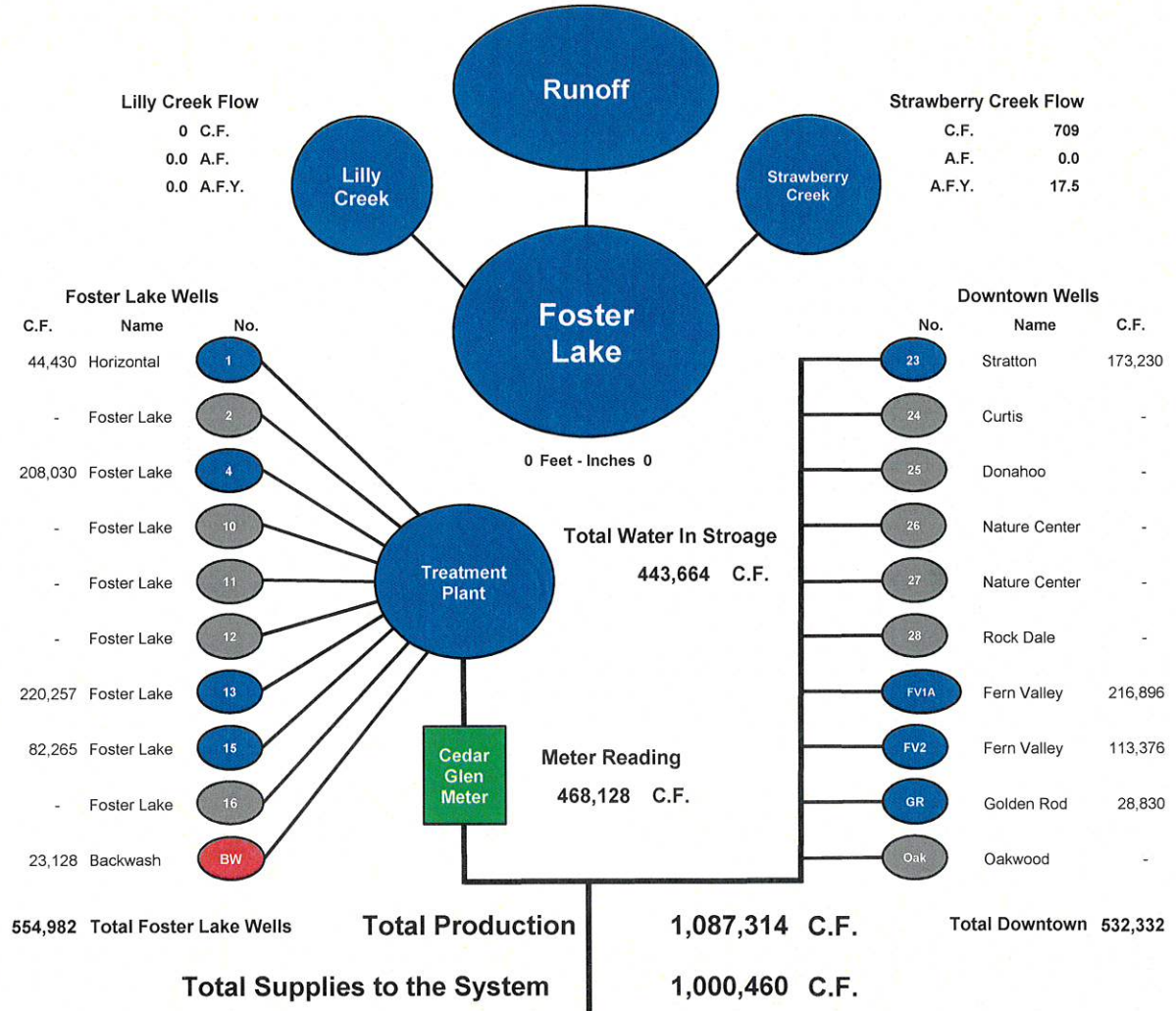
DATE	CHECK NUMBER	PAYEE	DESCRIPTION	AMOUNT
06/01/2021	16609	ACWA/JPIA	Medical Insurance June 2021	12,081.39
06/01/2021	16610	Aqua-Metric Sales Company	Buying Omni Chamber	52.00
06/01/2021	16611	Elizabeth Lyons	Medical Retirement for Lyons Family	1,237.23
06/01/2021	16612	Ewing	Buying Sprinkles at the Sewer	835.00
06/01/2021	16613	Forest Lumber	Supplies for Water+Sewer	224.28
06/01/2021	16614	Idyllwild Backhoe	Repair Damage Rodway For Horizontal Wells	4,000.00
06/01/2021	16615	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	36,000.00
06/01/2021	16616	Inland Water Works Supply Co.	Water Pipes & Supplies	771.62
06/01/2021	16617	Municipal Diving Services, Inc	Inspect Foster Lake Tanks# 1,2,3,4,5,6	6,450.00
06/01/2021	16618	Pacific Slope Tree Coop., Inc.	VOID: Clean up Brush , Tree Trimming at Horizontal Wells	0.00
06/01/2021	16619	Rogers, Anderson, Malody & Scott, LLP	Annual State Compensation Report Fee	1,525.00
06/01/2021	16620	State Water Resources Control Board	Annual Water right Fees for 2030	900.00
06/01/2021	16621	USA Bluebook	Supplies for Water and Sewer	282.24
06/01/2021	16622	Wex Bank	Gas for IWD	38.50
06/01/2021	16623	Chase Card Services	Purchase 6 Tires For 2 Tractors and Water&Sewer Suplies	5,218.67
06/01/2021	16624	Pacific Slope Tree Coop., Inc.	Clean up Brush , Tree Trimming at Horizontal Wells	6,800.00
06/01/2021	16625	SWRCB- DWOCP	Renewal Fee for D1	70.00
06/01/2021	16626	Arrow Printing, Inc.	Postage Fee for CCR 2020	500.00
06/02/2021	16627	Babcock Laboratories, Inc	Monthly Charge	3,425.30
06/02/2021	16628	California Computer Options , Inc	IT Monthly Sevices	1,608.26
06/02/2021	16629	Eric Townsend Construction Company	VOID: Replace and paint siding on sides of the Building	0.00
06/02/2021	16630	Frontier	Phone and Internet Charge	460.82
06/02/2021	16631	Home Depot Credit Services	Purchase Tools and Supplies	902.62
06/02/2021	16632	Inland Water Works Supply Co.	PVC Pipeline For Horizontal Wells	12,106.24
06/02/2021	16633	Mission Linen & Uniform Service	Laundry Uniform Monthly Charge	211.24
06/02/2021	16634	Registrar of Voters	Cost of Elecation Services	316.50
06/02/2021	16635	Sandlin & Son	Small and big Filter for Ice Machine	322.83
06/02/2021	16636	Streamline	Monthly Charge For Idyllwild Website	200.00
06/02/2021	16637	Time Warner Cable	Phone &Internet Monthly Charges	479.43
06/02/2021	16638	Tyler Tehnologies, inc	Annual Support For Billing Softare	8,389.05
06/02/2021	16639	Underground Service Alert/SC	New Tickets Charges	67.57
06/02/2021	16640	USA Bluebook	Supplies for Water and Sewer	396.27
06/02/2021	16641	Verizon Wireless	Monthly Charge	202.07
06/02/2021	16642	Eric Townsend Construction Company	Replace and paint siding on sides of the Building	3,000.00
06/02/2021	16643	Danny Campbell	Renewal Sewer Ill	110.00
06/02/2021	16644	Donald Cary	Refund to the Customer sold his House	102.28
06/02/2021	16645	Tyla Friemoth	Water & Office Expenses Reimburesent	79.35
06/09/2021	16646-650		Void checks	0.00
06/09/2021	16651	Arrow Printing, Inc.	Postage Fee for CCR 2020	1,500.62
06/09/2021	16652	Bill D. Whitener	Retiree Medical Insurance for Apr+May+June 2021	1,371.60
06/09/2021	16653	California Computer Options , Inc	IT Monthly Sevices	350.00
06/09/2021	16654	Genuine Auto Parts/ Napa Riverside	Auto Parts Monthly Charge	27.44
06/09/2021	16655	Herb Bergstrom	Retiree Medical Supplement For Apr+May+June 2021	2,634.54
06/09/2021	16656	Idyllwild Town Crier	An add in the News Paper	36.00
06/09/2021	16657	Inland Water Works Supply Co.	PVC Pipeline For Horizontal Wells	38.79
06/09/2021	16658	S.C.E.	Monthly Charge	7,332.07
06/09/2021	16659	Village Hardware	Supplies For Water and Sewer	24.77
06/09/2021	16660	JL Group , LLC	Legal Services	8,480.68
06/16/2021	16661	ALESHIRE & WYNDER , LLP	Monthly Legal Services Charge	1,035.00
06/16/2021	16662	ALLSTATE BENEFITS	Monthly Charge for Case	306.45
06/16/2021	16663	Babcock Laboratories, Inc	Monthly Charge	3,140.55
06/16/2021	16664	Burtronics Business Systems	Quarter Contract Base Copier Machine	67.82
06/16/2021	16665	CR&R Incorporated	Monthly Services for Trash Fee	267.16
06/16/2021	16666	Inland Water Works Supply Co.	Water Supplies	247.31
06/16/2021	16667	Municipal Diving Services, Inc	Inspect Tollgate Tank +1,2	6,450.00
06/16/2021	16668	NORTHERN	Safety Tools	39.99
06/16/2021	16669	S.C.E.	Monthly Charge	570.09
06/16/2021	16670	Staples Credit Plan	Monthly Charge	1,520.81
06/16/2021	16671	Streamline	Monthly Charge For Idyllwild Website	200.00
06/16/2021	16672	T-Mobile	Monthly Charge	20.00
06/16/2021	16673	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	32,000.00
06/23/2021	16674	Browning Electric Company	Electric Services	170.00
06/23/2021	16675	Central Communications	Monthly Answering Services	135.34
06/23/2021	16676	Four Seasons Cleaning Services	Full Services to the office April 2021	280.00
06/23/2021	16677	SWRCB- DWOCP	T2 Certificate Fee for Tyler	60.00

TOTAL DISTRICT WARRANTS	\$177,573.69
<u>OTHER DISBURSEMENTS:</u>	
TOTAL PAYROLL	\$65,330.00
L.A.I.F. ELECTRONIC TRANSFERS	\$0.00
TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS	\$242,903.69
BANK SERVICE CHARGES AND FEES	\$255.71
TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS	\$243,159.40

Idyllwild Water District

Water System Schematic For Operations Report

June 2021





General Manager Report

July 21, 2021

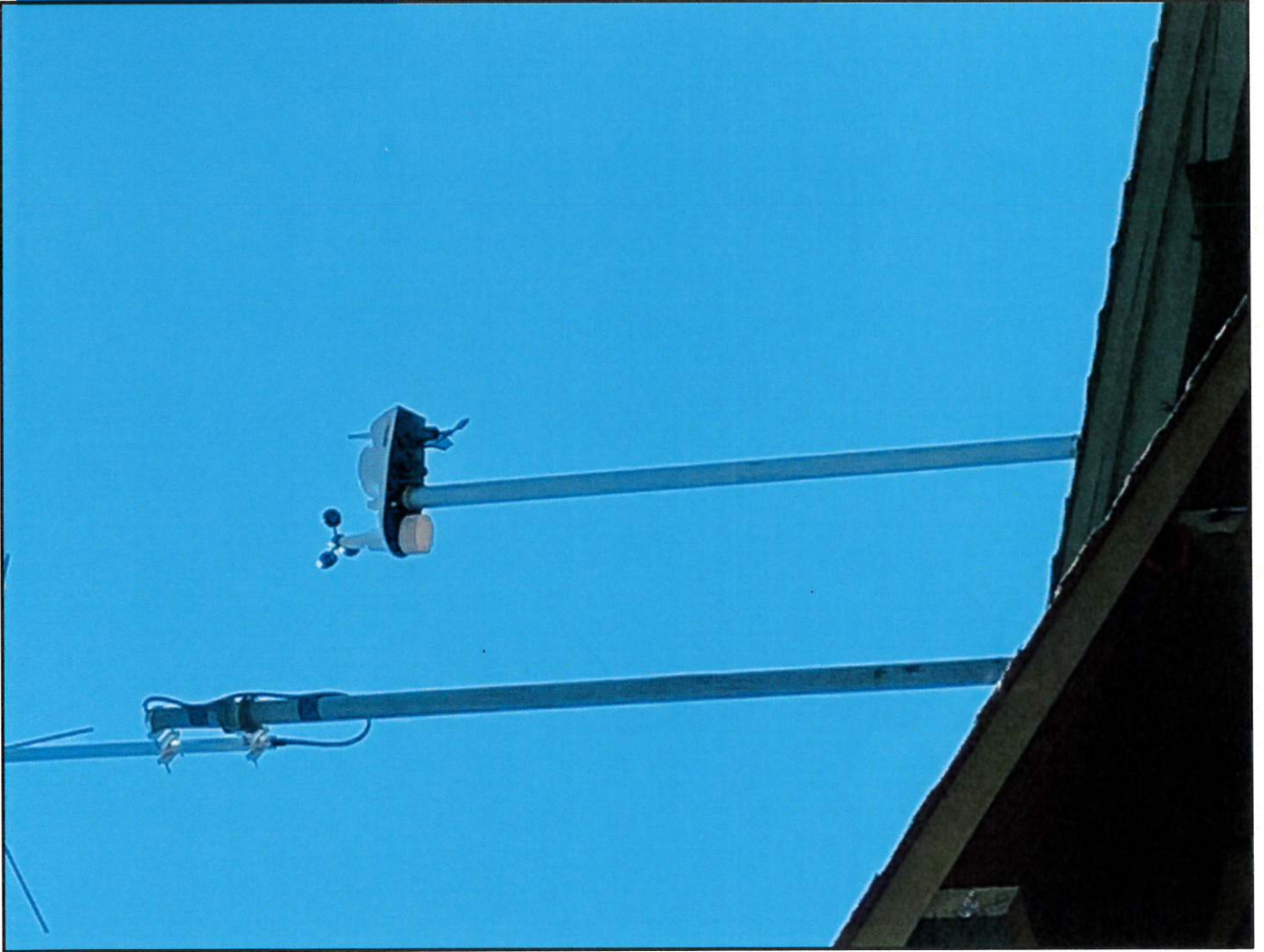


Horizontal Wells

* Pipe for Repairs



Weather Station Installed



Administration Building Repairs



Administration Building Repairs



Administration Building Repairs

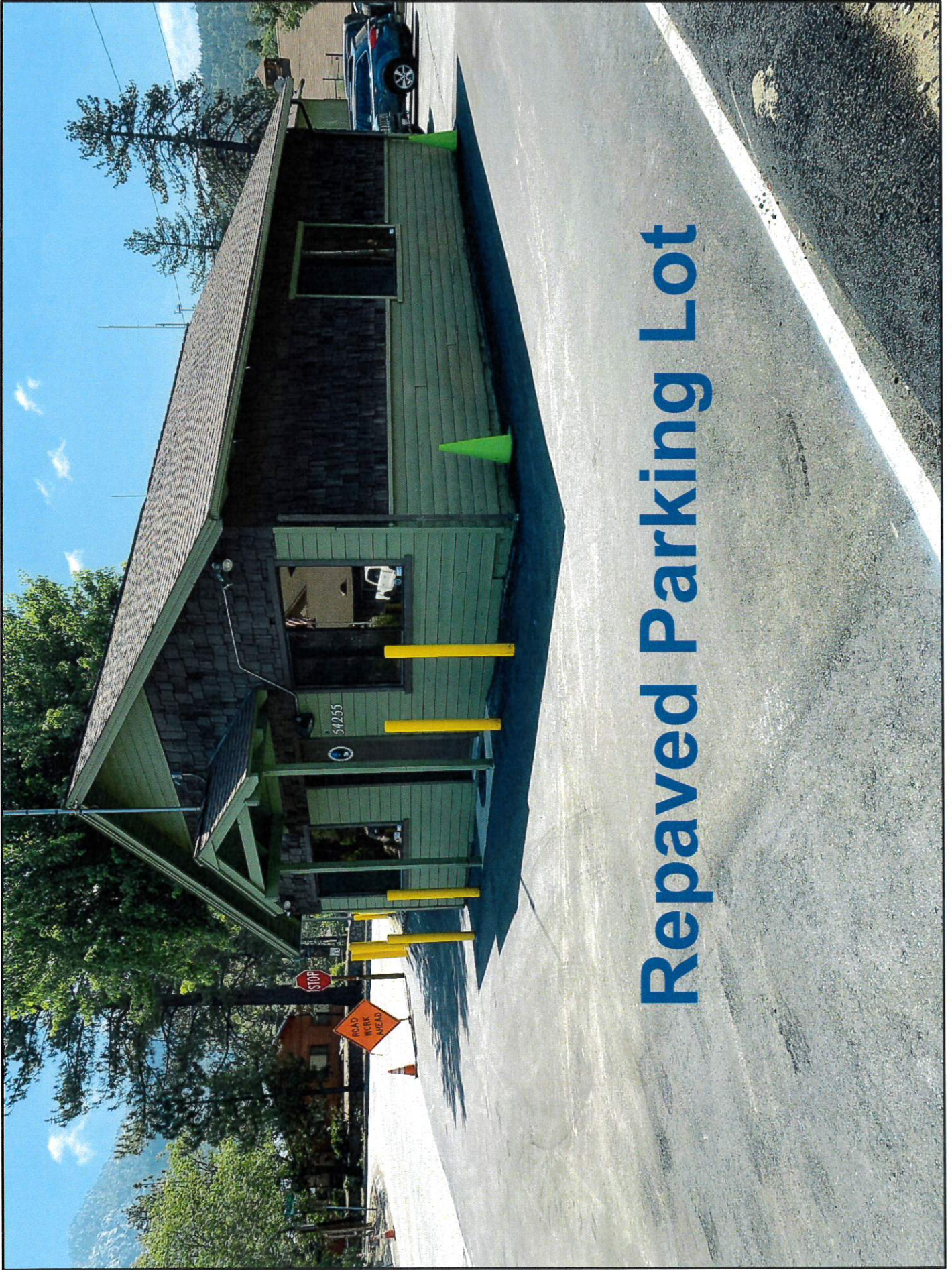


Administration Building Repairs



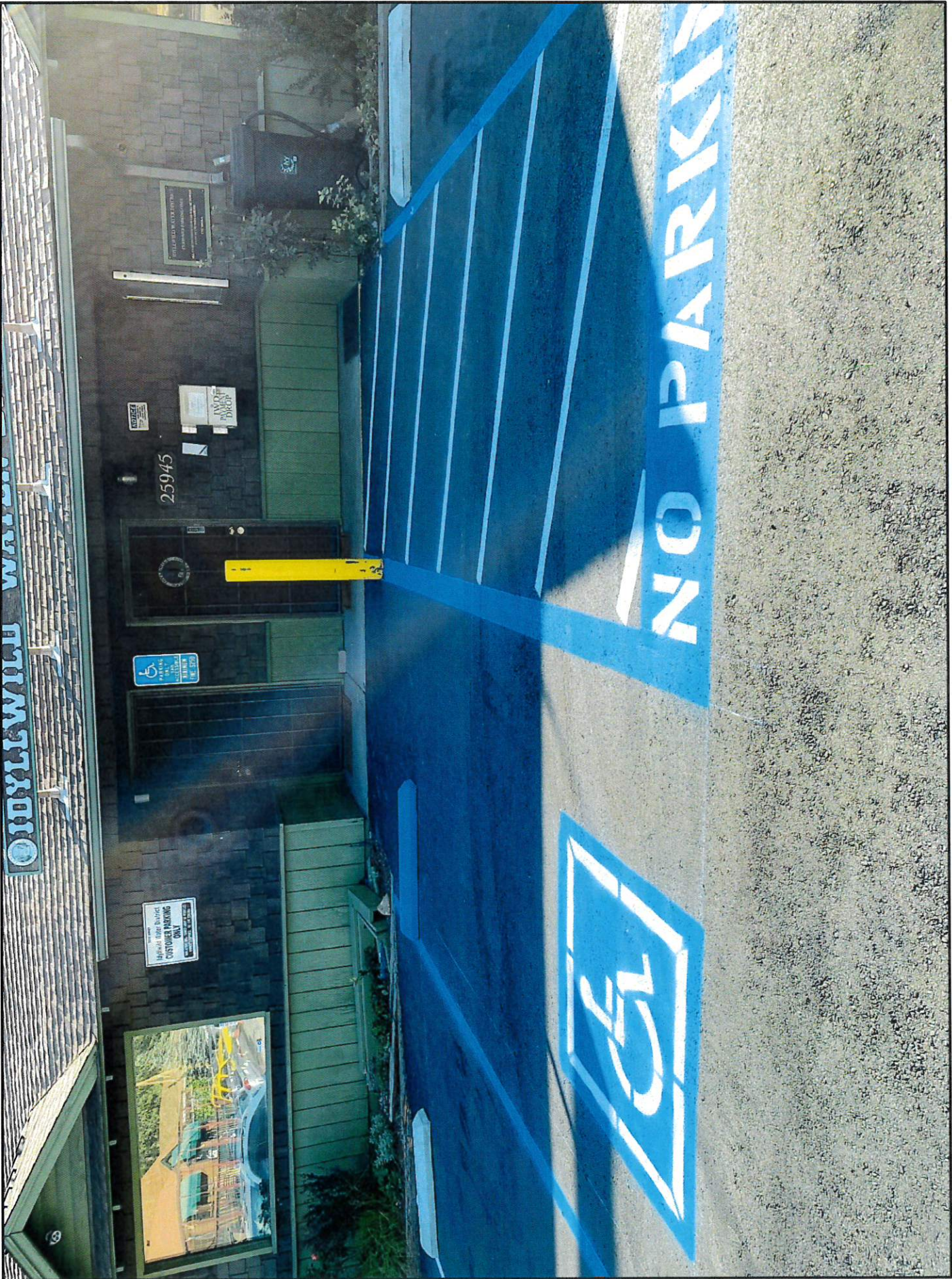
Administration Building Repairs





Repaved Parking Lot





25945

WHEELCHAIR ACCESSIBLE

CUSTOMER PARKING ONLY

NO PARKING



ODYSSEY WILD WATER

Well Static & Pumping Levels Analysis

More To Come In August 2021

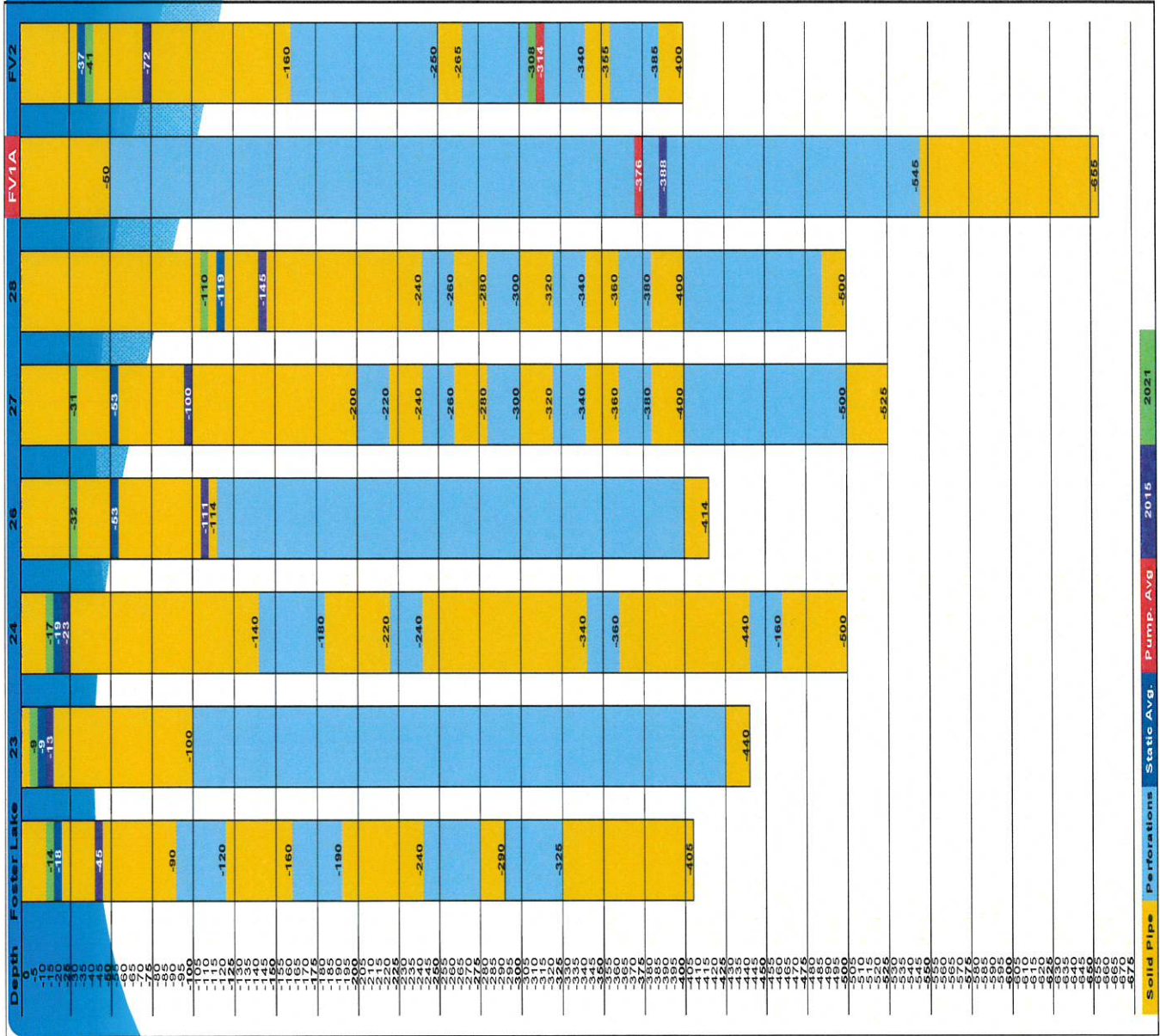




Well Static & Pumping Levels

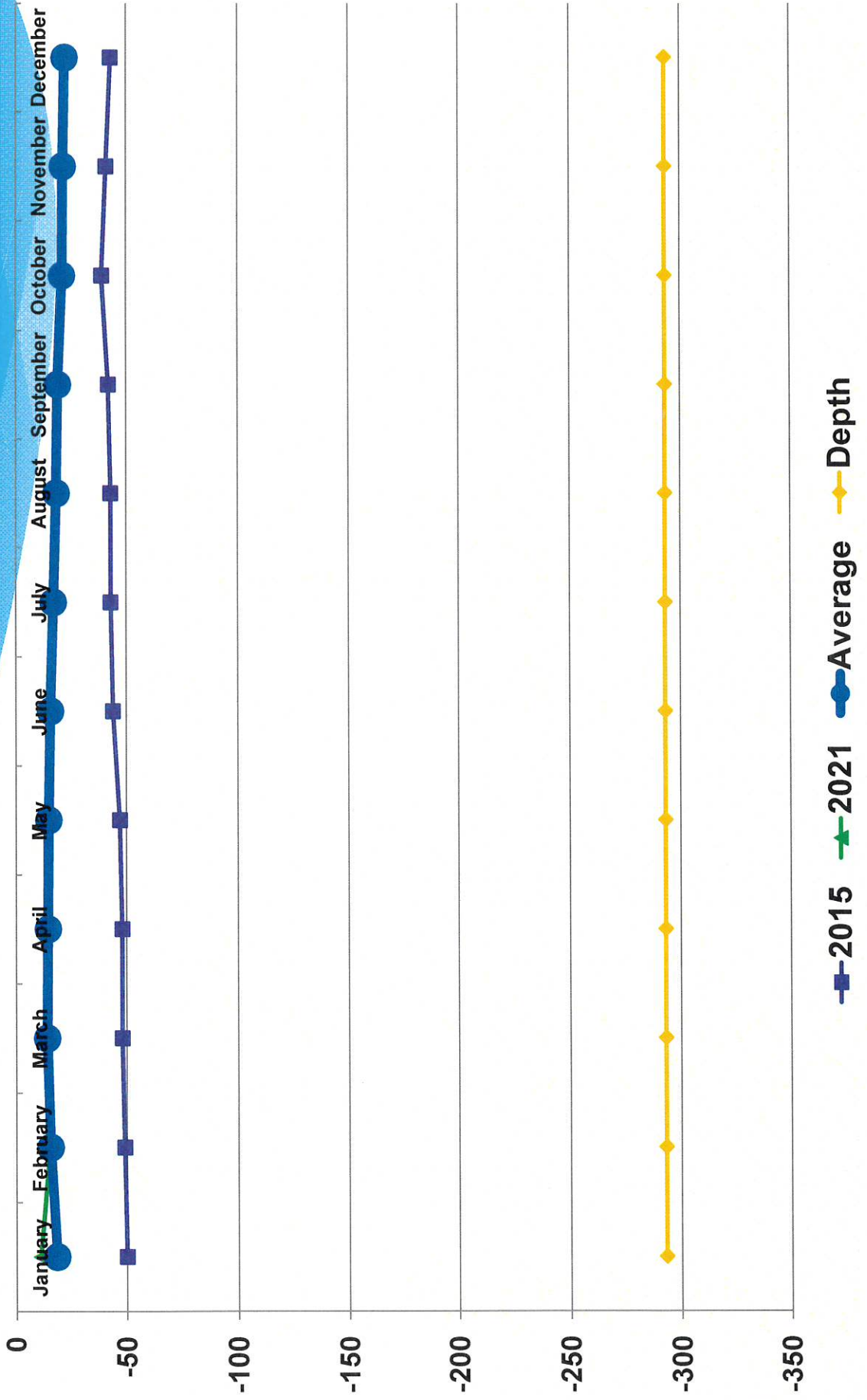
Average Static Levels

Vs.
2015 & 2021
 In Feet Below Ground



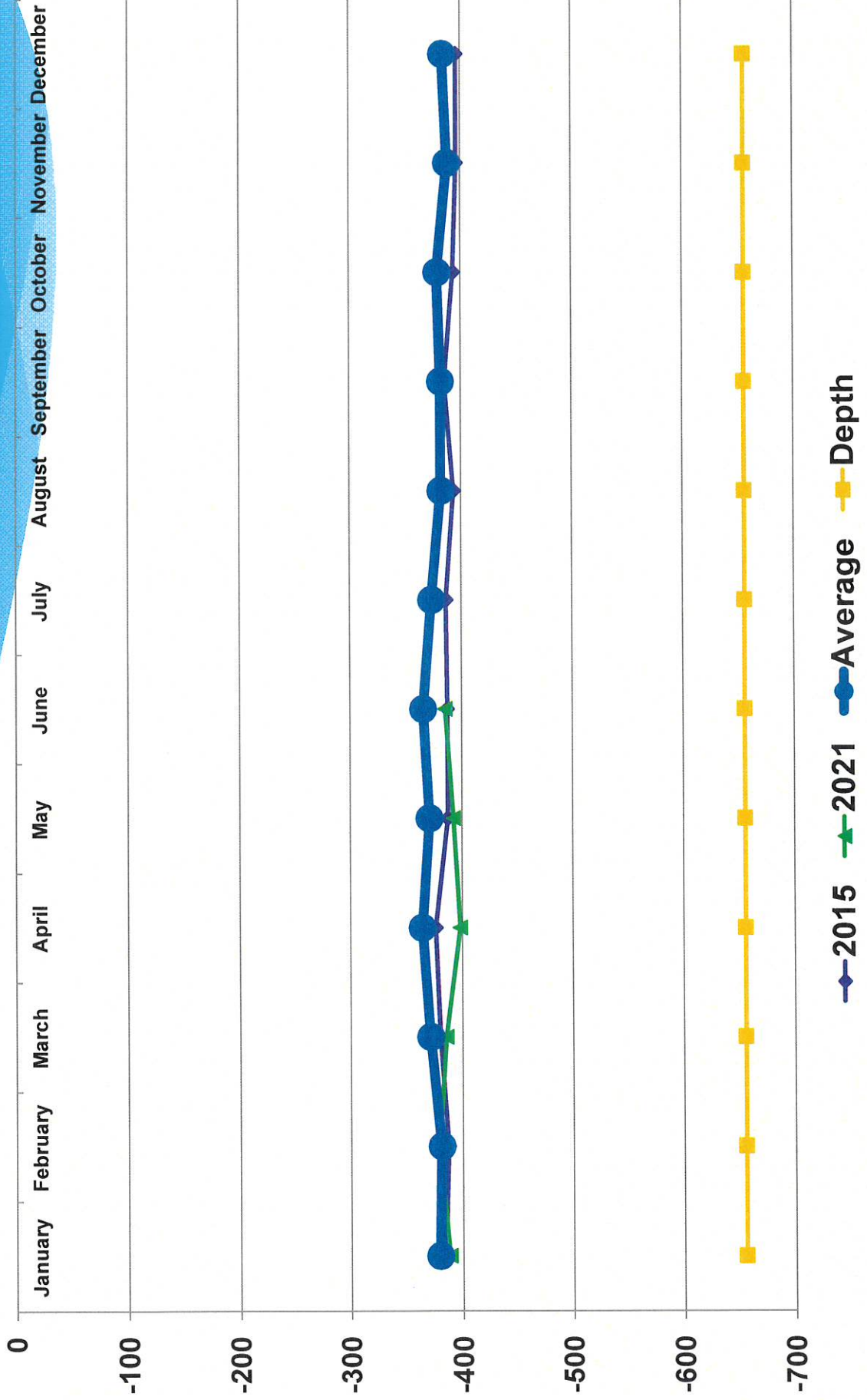
Foster Lake

Static Levels Below Ground In Feet



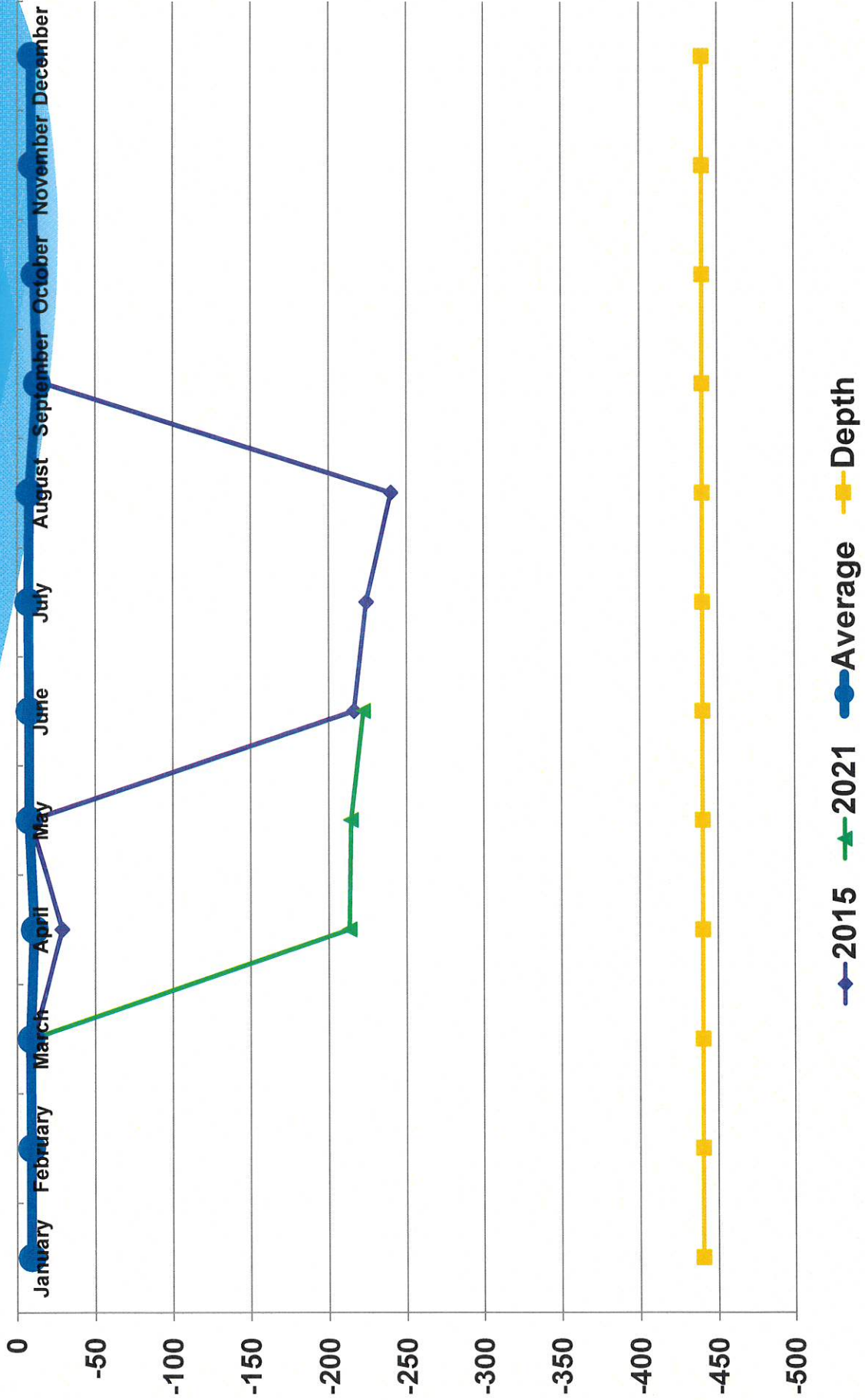
Fern Valley 1A

Pumping Levels Below Ground In Feet



Well 23 - Stratton

Static & Pumping Levels Below Ground In Feet



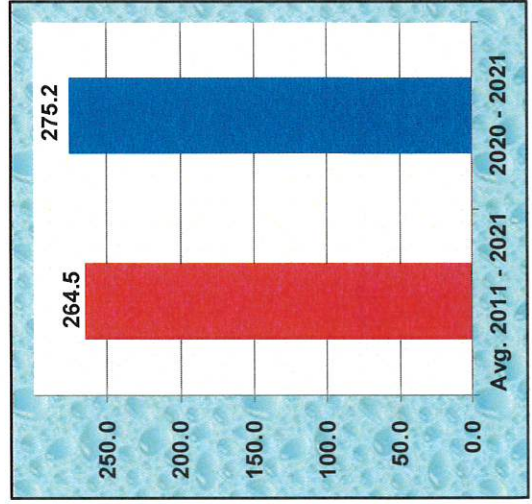
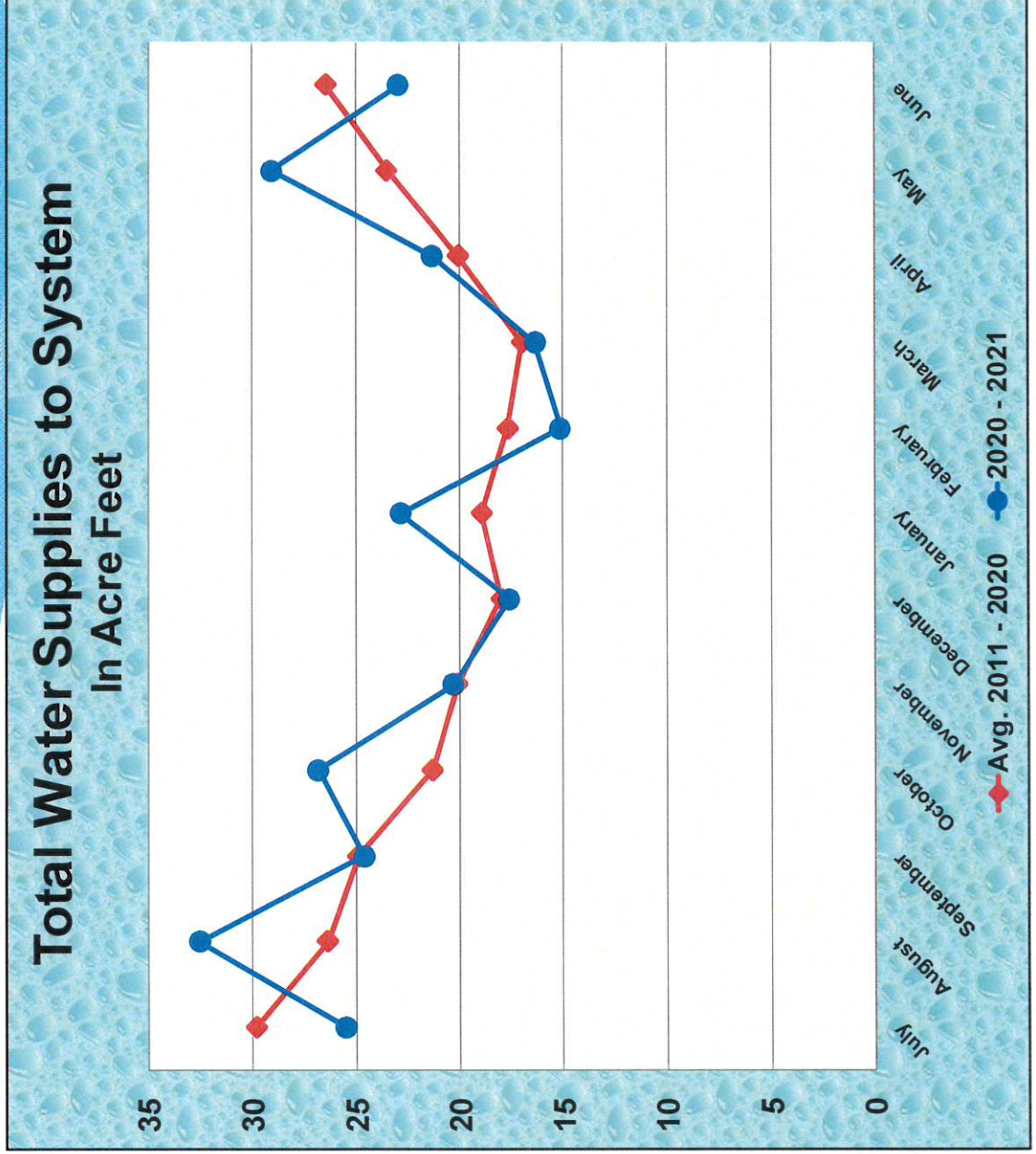
Meter Modification or Replacement Status Update

- * Three companies submitted bids**
- * Staff is providing additional information as requested**
- * Staff is evaluating the three proposals**
- * Staff will provide a recommendation at the August Board meeting**



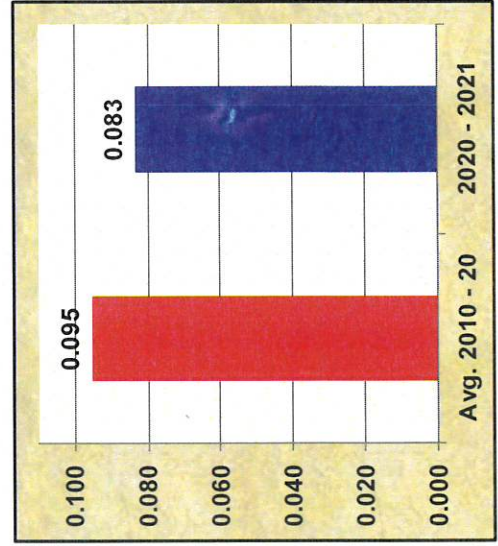
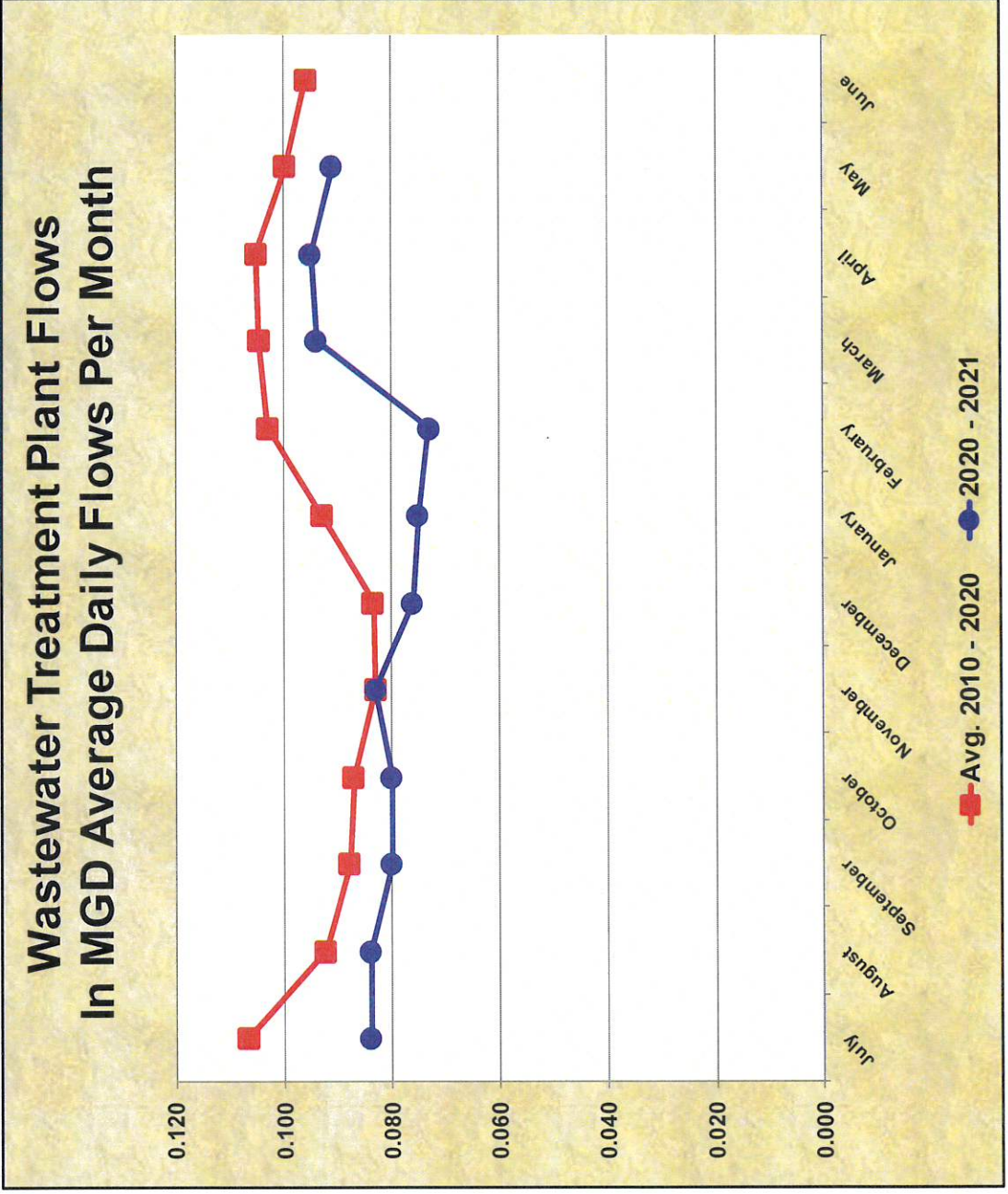
Total Water Supplies to System In Acre Feet

Total Water Supplies To System		
Fiscal Year	Avg. 2011 - 2020	2020 - 2021
July	29.8	25.5
August	26.4	32.5
September	24.9	24.6
October	21.3	26.8
November	20.1	20.3
December	18.0	17.6
January	19.0	22.9
February	17.7	15.1
March	17.0	16.4
April	20.1	21.3
May	23.5	29.1
June	26.5	23.0
Total	264.5	275.2



Wastewater Treatment Plant Flows In MGD Average Daily Flows Per Month

Month	Avg. 2010 - 2020	2020 - 2021
July	0.107	0.084
August	0.092	0.084
September	0.088	0.080
October	0.087	0.080
November	0.083	0.083
December	0.083	0.076
January	0.093	0.075
February	0.103	0.073
March	0.105	0.094
April	0.105	0.095
May	0.100	0.091
June	0.096	
Average	0.095	0.083

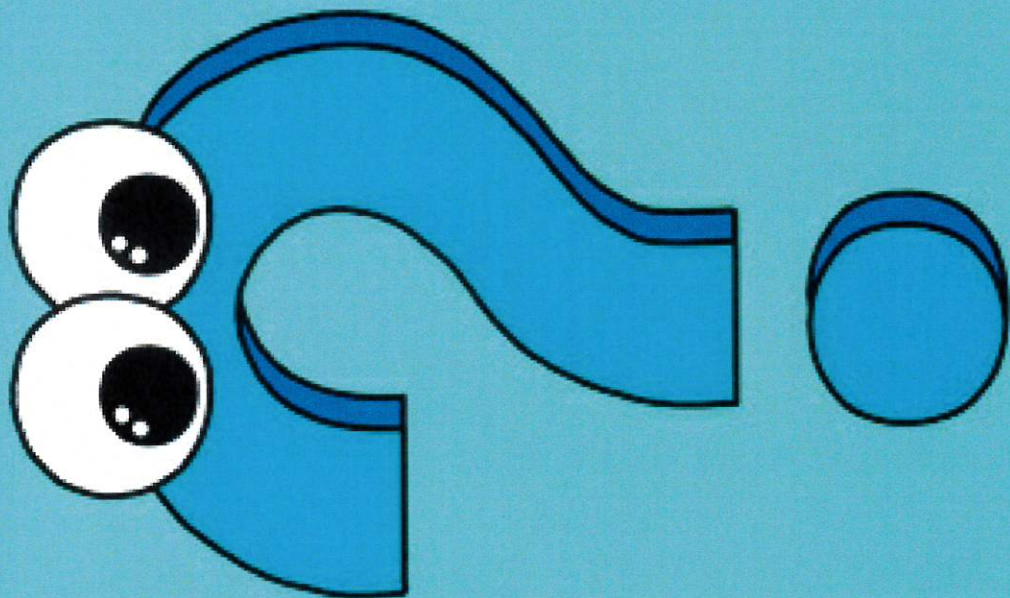


Overview

- * **Strawberry Creek Pipeline Project**
 - * Evaluating opportunities with landowners
- * **Wastewater Treatment Plant Update**
 - * Wanting for Report
 - * Engineering is next process
 - * Funding method(s) for project
- * **Control Panel is complete and operational**
- * **Meter Radio Read Bids**
 - * A third bid has been received but needs more information from staff to provide a final estimate



Questions





IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Leo Havener, General Manager

Date: July 21, 2021

Subject: Item 2 – Alta Kavanaugh Property Located At 53285 Deer Foot Lane

Background:

Ms. Kavanaugh will provide a presentation pertaining to water on her property.



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: July 21, 2021
Subject: Item 3 – Water and Sewer System Connections

Background:

During the June 16, 2021 Board of Directors meeting, staff was directed to bring this item to the Board as a discussion item, with possible direction to staff.

Attachments:

- June 17, 2020 Item #4 – Maximum Water and Sewer System Connections



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: June 17, 2020
Subject: Item #4 - Maximum Water and Sewer System Connections

Recommendation:

Board of Directors approve a policy acknowledging that with all current water sources available to the District, the water system can handle a maximum of 2,200 water service connections; and that the current wastewater treatment plant can handle a maximum of 662 sewer service connections.

Background:

At the Board meeting on April 15, 2020, the Board requested a written report that identifies the maximum services available for the current water and sewer systems. At the May 20, 2020 Board meeting, the Board received and considered Item #5 – Maximum Water and Sewer System Connections. The Board tabled the item and requested staff brings the matter to the next Board meeting on June 17, 2020.

Findings:

Water System: The District water system is based on groundwater. Surface water diversions from both Strawberry Creek and Lilly Creek flow into Foster Lake to recharge the groundwater aquifer.

The existing water system is able to produce from all sources a maximum of 537 AF per year.

Staff analyzed past demands and current usage to develop the average and peak demand over the past five years. Based on the analysis, staff has determined the annual average demand during 2015-2019 was 263.4 AF/Y. Peak daily demand data is not available, but production usually closely matches demand. In 2019, the District water production was 289 AF. On a daily basis, during 2015-2019 the peak daily demand reached 500,000 GPD, which equals 1.5 AF.

Below is the calculation to establish the maximum water services connections the existing water system can handle:

- Current water service connections: 1,666
- Approved water service connections: 16
- Available water service connections: 518
- Maximum water service connections: 2,200

Exceeding the 2,200 maximum water service connections may jeopardize the effective and efficient operation, as well as fire protection.

Although 518 additional water service connections are available, within the sewer boundaries there is a limited amount of water connections that can be provided, due to the limited available sewer EDU's. Therefore, the approval for additional water connections within the sewer boundaries will be determined by sewer EDU's associated with the proposed water service connection. For example, a single water connection may produce 10 sewer EDU's.

Sewer System: The District sewer system is gravity fed to the Wastewater Treatment Plant (WWTP), where the wastewater is treated, transported via gravity through a pipeline to settling ponds below the WWTP. The existing WWTP, based on its operating permit, has a maximum capacity of 250,000 GPD.

Staff analyzed past demands and current usage to establish a maximum flow based on WWTP average inflow over the past five (5) years. Based on the analysis, staff has determined the WWTP is able to handle an additional 132,740 GPD, which equals approximately an additional 1,550 EDU's. However, this is a mathematical anomaly.

While mathematically it appears the existing WWTP has an abundance of excess capacity, the unfortunate reality is that the existing WWTP is not capable of handling additional 1,550 EDU's. Currently, the existing WWTP is barely able to handle maximum capacity days. The situation is compounded by the fact that the current plant has reached the end of its useful life.

At the April 15, 2020 Board meeting staff was authorized to partner with the California Rural Water Association to study the WWTP required modifications. The results of the study are expected to be completed by the end of 2020.

Staff has taken into consideration the actual existing operations and flow capacities to determine that the actual availability of the WWTP can only safely handle an additional 74 EDU's. Again, the mathematics and reality are in conflict, but reality is what the District must adhere to for the health and safety of the public, environment, staff, and to meet regulatory compliance.

Below is the calculation to establish the maximum sewer services connections the existing WWTP can handle:

- Current sewer service connections: 585
- Approved sewer service connections: 3
- Available sewer service connections: 74
- Maximum sewer service connections: 662

Exceeding the maximum sewer service connections of 662 may jeopardize the effective and efficient operation, as well as the health and safety of the public and environment.

Fiscal Impact:

Additional water and sewer service connections are designed to cover the cost of service by the rate structure.



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Leo Havener, General Manager

Date: July 21, 2021

Subject: Item 4 – Appointment Of Best Best & Kreiger As District General Counsel

Recommendation:

Board of Directors will consider approving a contract with BBK to serve as the District's new General Counsel on terms consistent with the RFP proposal.

Background:

During the April 21, 2021 Board of Directors meeting, staff was directed to search for a new General Counsel.

On May 12, 2021, the District publicized a "Request for Proposals for General Counsel Services" with a due date of Monday, June 14, 2021 at 4:00 P.M. The District received seven RFP's from qualified legal firms. Six RFP's were hard copies delivered to the District office, with one RFP emailed stating the hard copies would be delivered to the District office, but were never received. Staff provided the Board of Directors with a copy of six RFP's for their review.

The Board interviewed attorneys with BBK and believe BBK will represent the District and its ratepayers effectively and efficiently.

Conclusion:

Board of Directors recommends BBK to serve as the District's new General Counsel.

Attachments:

- BBK Legal Services Engagement Letter, July 13, 2021

Indian Wells
(760) 568-2611

Irvine
(949) 263-2600

Los Angeles
(213) 617-8100

Manhattan Beach
(310) 643-8448

Ontario
(909) 989-8584



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ATTORNEYS AT LAW

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Phone: (213) 617-8100 | Fax: (213) 617-7480 | www.bbklaw.com

Riverside
(951) 886-1450

Sacramento
(916) 325-4000

San Diego
(619) 525-1300

Walnut Creek
(925) 977-3300

Washington, DC
(202) 785-0600

Joseph P. Byrne
(213) 617-7496
Joseph.byrne@bbklaw.com

July 13, 2021

VIA EMAIL

Leo Havener
General Manager
Idyllwild Water District
25945 Highway 243
Idyllwild, CA 92549

Re: Legal Services for Idyllwild Water District

Dear Mr. Havener:

ABOUT OUR REPRESENTATION

Best Best & Krieger LLP is pleased to represent Idyllwild Water District. Specifically, we will provide General Counsel and Special Counsel services. Joseph Byrne and Ryan Guiboa will serve as co-general counsel. This letter constitutes our agreement setting the terms of our representation. If you want us to represent you and agree to the terms set forth in this letter, after you review the letter please sign it and return the signed copy to us.

CONFIDENTIALITY AND ABSENCE OF CONFLICTS

An attorney-client relationship requires mutual trust between the client and the attorney. It is understood that communications exclusively between counsel and the client are confidential and protected by the attorney-client privilege.

To also assure mutuality of trust, we have maintained a conflict of interest index. The California Rules of Professional Conduct defines whether a past or present relationship with any party prevents us from representing Idyllwild Water District. Similarly, Idyllwild Water District will be included in our list of clients to ensure we comply with the Rules of Professional Conduct with respect to Idyllwild Water District.

We have checked our client index for any potential conflicts of interest. Based on that check, we have concluded that we need to obtain Idyllwild Water District's advance informed consent in the form of an advanced conflict waiver letter regarding Fern Valley Water District.



BEST BEST & KRIEGER
ATTORNEYS AT LAW

Leo Havener
Legal Services for Idyllwild Water District
July 13, 2021
Page 2

YOUR OBLIGATIONS ABOUT FEES AND BILLINGS

We have already discussed with you the fee arrangement. General Counsel rates are \$280 per hour for Partners and Of Counsel, \$240 per hour for Associates, \$150 per hour for Paralegals and Law Clerks. Special Counsel rates are \$325 per hour for Partners and Of Counsel, \$250 per hour for Associates and \$160 per hour for Paralegals and Law Clerks. As you are aware, Joseph Byrne is a partner and Ryan Guiboa is a senior associate.

Our rates are reviewed annually and may be increased from time to time with advance written notice to the client.

The billing policies are described in the memorandum attached to this letter, entitled "Best Best & Krieger LLP's Billing Policies." You should consider the Billing Policies memorandum part of this agreement as it binds both of us. For that reason, you should read it carefully.

INSURANCE

We understand that you are not now insured or have any insurance that may cover potential liability or attorneys' fees in this case. If you think you may have such insurance, please notify me immediately.

We are also pleased to let you know that Best Best & Krieger LLP carries errors and omissions insurance with Lloyd's of London. After a standard deductible, this insurance provides coverage beyond what is required by the State of California.

NEW MATTERS

When we are engaged by a new client on a particular matter, we are often later asked to work on additional matters. You should know that such new matters will be the subject of a new signed supplement to this agreement. Similarly, this agreement does not cover and is not a commitment by either of us that we will undertake any appeals or collection procedures. Any such future work would also have to be agreed upon in a signed supplement.

CIVILITY IN LITIGATION

In litigation, courtesy is customarily honored with opposing counsel, such as extensions to file pleadings or responses to other deadlines. In our experience, the reciprocal extension of such courtesies saves our clients' time and money. By signing this letter you will be confirming your approval of this practice in your case.



BEST BEST & KRIEGER
ATTORNEYS AT LAW

Leo Havener
Legal Services for Idyllwild Water District
July 13, 2021
Page 3

HOW THIS AGREEMENT MAY BE TERMINATED

You, of course, have the right to end our services at any time. If you do so, you will be responsible for the payment of fees and costs accrued but not yet paid, plus reasonable fees and costs in transferring the case to you or your new counsel. By the same token, we reserve the right to terminate our services to you upon written notice, order of the court, or in accordance with our attached Billing Policies memorandum. This could happen if you fail to pay our fees and costs as agreed, fail to cooperate with us in this matter, or if we determine we cannot continue to represent you for ethical or practical concerns.

CLIENT FILE

If you do not request the return of your file, we will retain your file for five years. After five years, we may have your file destroyed. If you would like your file maintained for more than five years or returned, you must make separate arrangements with us.

THANK YOU

On a personal note, we are pleased that you have selected Best Best & Krieger LLP to represent you. We look forward to a long and valued relationship with you and appreciate your confidence in selecting us to represent you in this case. If you have any questions at any time about our services or billings, please do not hesitate to call me.

If this letter meets with your approval, please sign and date it, and return the original to us at your earliest convenience. We have enclosed a separate signed copy of this letter for your records.

Very truly yours,

Joseph P. Byrne
of BEST BEST & KRIEGER LLP

AGREED AND ACCEPTED:

By: _____

Dated: _____

BEST BEST & KRIEGER LLP'S BILLING POLICIES

Our century of experience has shown that the attorney-client relationship works best when there is mutual understanding about fees, expenses, billing and payment terms. Therefore, this statement is intended to explain our billing policies and procedures. Clients are encouraged to discuss with us any questions they have about these policies and procedures. Clients may direct specific questions about a bill to the attorney with whom the client works or to our Accounts Receivable Department (accounts.receivable@bbklaw.com). Any specific billing arrangements different from those set forth below will be confirmed in a separate written agreement between the client and the firm.

INVOICE AND PAYMENT OPTIONS

Best Best & Krieger strives to meet our clients' needs in terms of providing a wide variety of invoice types, delivery and payment options. Please indicate those needs including the preferred method of invoice delivery (Invoice via Email; or USPS). In addition, accounts.receivable@bbklaw.com can provide a W-9 upon request and discuss various accepted payment methods.

FEES FOR PROFESSIONAL SERVICES

Unless a flat fee is set forth in our engagement letter with a client, our fees for the legal work we will undertake will be based in substantial part on time spent by personnel in our office on that client's behalf. In special circumstances which will be discussed with the client and agreed upon in writing, fees will be based upon the novelty or difficulty of the matter, or the time or other special limitations imposed by the client.

Hourly rates are set to reflect the skill and experience of the attorney or other legal personnel rendering services on the client's behalf. All legal services are billed in one-tenth of an hour (0.10/hour) or six-minute increments. Our attorneys are currently billed at rates from \$220 to \$795 per hour, and our administrative assistants, research assistants, municipal analysts, litigation analysts, paralegals, paraprofessionals and law clerks are billed at rates from \$150 to \$290 per hour for new work. These rates reflect the ranges in both our public and our private rates. These hourly rates are reviewed annually to accommodate rising firm costs and to reflect changes in attorney status as lawyers attain new levels of legal experience. Any increases resulting from such reviews will be instituted automatically and will apply to each affected client, after advance notice.

Non-Attorney Personnel: BBK may employ the services of non-attorney personnel under the supervision of a BBK attorney in order to perform services called for in the legal services agreement. The most common non-attorney personnel utilized are paralegals. Other types of non-attorney personnel include, but are not limited to, case clerks, litigation analysts, and specialty consultants. The client agrees that BBK may use such non-attorney personnel to perform its services when it is reasonably necessary in the judgment of the responsible BBK attorney. Hourly fees for non-attorney personnel will be charged at the rate then in effect for such personnel. A copy of BBK's current rates and titles for non-attorney personnel will be provided upon request.

FEES FOR ELECTRONICALLY STORED INFORMATION ("ESI") SUPPORT AND STORAGE

BBK provides Electronically Stored Information ("ESI") services for matters requiring ESI support – typically litigation or threatened litigation matters. BBK provides services for basic ESI processing and storage at the following rates per month based on the number of gigabytes of data ("GB") processed and stored:

1GB -250GB:	\$10 per GB
251GB - 550GB:	\$8 per GB
551GB - 750GB:	\$6 per GB
751GB - 1TB:	\$4 per GB

The amount BBK charges for basic processing and storage of ESI allows BBK to recover the costs of providing such services, plus a net profit for BBK. BBK believes that the rates it charges for processing and storage are lower than comparable services available from third party vendors in the market. If you wish to contract separately with a third party vendor for processing and storage costs, please notify BBK in writing. BBK shall not incur costs for ESI support on a particular matter without first confirming by email or written correspondence with the client that the client agrees such services are necessary for the matter at hand.

FEES FOR OTHER SERVICES, COSTS AND EXPENSES

We attempt to serve all our clients with the most effective support systems available. Therefore, in addition to fees for professional legal services, we also charge separately for some other services and expenses to the extent of their use by individual clients. These charges include but are not limited to, mileage at the current IRS approved rate per mile, extraordinary telephone and

document delivery charges, copying charges, computerized research, court filing fees and other court-related expenditures including court reporter and transcription fees. No separate charge is made for secretarial or word processing services; those costs are included within the above hourly rates.

We may need to advance costs and incur expenses on your behalf on an ongoing basis. These items are separate and apart from attorneys' fees and, as they are out-of-pocket charges, we need to have sufficient funds on hand from you to pay them when due. We will advise the client from time to time when we expect items of significant cost to be incurred, and it is required that the client send us advances to cover those costs before they are due.

ADVANCE DEPOSIT TOWARD FEES AND COSTS

Because new client matters involve both a substantial undertaking by our firm and the establishment of client credit with our accounting office, we require an advance payment from clients. The amount of this advance deposit is determined on a case-by-case basis discussed first with the client, and is specified in our engagement letter.

Upon receipt, the advance deposit will be deposited into the firm's client trust account. Our monthly billings will reflect such applications of the advance deposit to costs and not to attorney's fees (unless otherwise noted in our accompanying engagement letter). At the end of engagement, we will apply any remaining balance first to costs and then to fees. We also reserve the right to require increases or renewals of these advanced deposits.

By signing the initial engagement letter, each client is agreeing that trust account balances may be withdrawn and applied to costs as they are incurred and to our billings, when we issue our invoice to the client. If we succeed in resolving your matter before the amounts deposited are used, any balance will be promptly refunded.

MONTHLY INVOICES AND PAYMENT

Best Best & Krieger LLP provides our clients with monthly invoices for legal services performed and expenses incurred. Invoices are due and payable upon receipt.

Each monthly invoice reflects both professional and other fees for services rendered through the end of the prior month, as well as expenses incurred on the client's behalf that have been processed by the end of the prior

month. Processing of some expenses is delayed until the next month and billed thereafter.

Our fees are not contingent upon any aspect of the matter and are due upon receipt. All billings are due and payable within ten days of presentation unless the full amount is covered by the balance of an advance held in our trust account. If a bill is not paid within 30 days, a late charge of one percent per month on the unpaid invoice may be added to the balance owed, commencing with the next statement and continuing until paid.

It is our policy to treat every question about a bill promptly and fairly. It is also our policy that if a client does not pay an invoice within 60 days of mailing, we assume the client is, for whatever reason, refusing to pay. We reserve the right to terminate our engagement and withdraw as attorney of record whenever our invoices are not paid. If an invoice is 60 days late, however, we may advise the client by letter that the client must pay the invoice within 14 days or the firm will take appropriate steps to withdraw as attorney of record. If the delay is caused by a problem in the invoice, we must rely upon the client to raise that with us during the 14-day period. This same policy applies to fee arrangements which require the client to replenish fee deposits or make deposits for anticipated costs.

From time to time clients have questions about the format of the bill or description of work performed. If you have any such questions, please ask them when you receive the bill so we may address them on a current basis.

CHANGES IN FEE ARRANGEMENTS AND BUDGETS

It may be necessary under certain circumstances for a client to increase the size of required advances for fees after the commencement of our engagement and depending upon the scope of the work. For example, prior to a protracted trial or hearing, the firm may require a further advance payment to the firm's trust account sufficient to cover expected fees. Any such changes in fee arrangements will be discussed with the client and mutually agreed in writing.

Because of the uncertainties involved, any estimates of anticipated fees that we provide at the request of a client for budgeting purposes, or otherwise, can only be an approximation of potential fees.

BEST BEST & KRIEGER LLP