

SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT

October 25, 2017 - 6:00 P.M.

AGENDA

CALL TO ORDER:

ROLL CALL:

PUBLIC COMMENTS:

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

1. CONSENT CALENDAR:

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

A. MINUTES – September 27, 2017

B. FINANCIAL REPORTS SEPTEMBER 2017

1. Income statement for the Third month ending September 2017
2. District warrants for September 2017.

Check #	14324 - 14370	= \$	213,701.19
Gross Payroll		= \$	51,595.92
Federal/State PR taxes		= \$	17,178.61
LAIF Transfers		= \$	0.00
Transfers/charges		= \$	152.15

C. OPERATIONS REPORT FOR THE THIRD MONTH – SEPTEMBER 2017

2. **FY 2016-17 AUDIT** – The District's Auditor Will Report the Results of the Audit of the Financial Condition of Idyllwild Water District As Of June 30, 2017.

3. **INVESTMENT POLICY** – The Board Will Consider An Updated Investment Policy.
4. **ACQUISITION OF A SKID STEER LOADER AND ACCESSORIES** – The Board will consider purchase of a CATERPILLAR INC. Model: 262D Skid Steer Loader and accessories.
5. **FOSTER LAKE DAM INUNDATION STUDY** – The Board Will Consider Approving An Agreement With Engineering Resources Of Southern California To Update The 1974 Inundation Study For Foster Lake Dam
6. **REAPPOINTMENT OF BOARD MEMBERS** – The Board Will Take Notice Of The Reappointment Of Board Members By The Riverside County Board Of Supervisors

DIRECTORS COMMENTS :

GENERAL MANAGER'S COMMENTS:

CLOSED SESSION: - Performance Review, Interim General Manager

ADJOURNMENT:

To the next Board meeting is a Regular Meeting scheduled for November 15, 2017 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA.

Please remember during Public Comments:

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

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 SPECIAL MEETING
OF THE BOARD OF DIRECTORS
IDYLLWILD WATER DISTRICT**

The Board of Directors of the Idyllwild Water District met in regular session on September 27, 2017, in the Idyllwild Water District Board Room.

CALL TO ORDER:

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

ROLL CALL:

Directors present: President Charles Schelly, Peter Szabadi, Steve Kunkle and Catherine Dearing. Interim General Manager Jack Hoagland and Board Secretary Erica Gonzales were also present.

Director Geoffrey Caine was absent due to health issues.

General public present: (4)

PUBLIC COMMENT:

MARGE MUIR – Represents a client that owns a lot on North Circle with a well and would like this issue on a future Agenda.

ITEM #1- CONSENT CALENDAR:

MINUTES – August 16, 2017

FINANCIAL REPORTS AUGUST 2017

A. Income statement for the Second month ending August 2017

B. District warrants for August 2017.

Check #	14265 - 14323	= \$	154,476.43
Gross Payroll		= \$	53,339.00
Federal/State PR taxes		= \$	9,339.00
LAIF Transfers		= \$	0.00
Transfers/charges		= \$	163.62

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

Two mainline leaks were reported in August and there was 7 unmetered leaks. Foster Lake's level was at 13 feet at the end of August. There was 0.09" of precipitation in August and there has been 0.11" of precipitation for the fiscal year to date. The static water levels at the Foster Lake Wells were 5' below ground level, and the downtown well #23 is currently pumping at 220' and the downtown well #24 is pumping at 113' below ground level respectively. Production for August was 1,247,812 cubic feet. August's unaccounted for water was 4.54% of water production. Fiscal year to date unaccounted for water average is 6.66% of water production.

COMMENT:

DIRECTOR KUNKLE – Made various inquiries about the well levels and operations. Asked for more information on wells every month, i.e. gallons per minute, wells on or off, etc. Inquired why we are not using the Foster Lake wells as much because they are less expensive to run.

VICE PRESIDENT SZABADI – Inquired as to how the invoices from the attorneys are reviewed. Wanted to know why legal fees so high?

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

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi Catherine Dearing Steve Kunkle Charles Schelly			Geoffrey Caine

Consent Calendar was approved.

ITEM 2 – Consider Approving a Design Contract to Krieger & Stewart for DSOD Compliance

Recommendation

Authorize the General Manager to contract with Krieger & Stewart to design the repair of facilities to measure the flow of Lily Creek and levels of Foster Lake for compliance with State Water Resources Control Board regulations in the amount of \$35,000.

Background

On June 24, 2015, Governor Brown signed SB 88 which add reporting and measurement requirements to the regulations for surface water diverters (see attached Fact Sheet).

While Idyllwild Water District's Strawberry creek is in compliance with the new requirements, the diversion and storage of flow from Lily Creek in Foster Lake is not in compliance

As you can see from page two of the Fact Sheet, with a direct diversion of between 10 acre-feet and 100 acre-feet per year, our installation deadline is January 1, 2018.

Our plan is to replace the failed V-notch weir (see photo) and add measurement and recording capability as well as level and outflow measurement capability on Foster Lake.

Krieger & Stewart is a local engineering firm with expertise in stream flow measurement and has provided a proposal for designing the required facilities (attached). The fee for the design effort is \$35,000.

At this early stage, a tentative estimate of the construction cost is \$75,000.

COMMENT:

VICE PRESIDENT SZABADI – Wanted to know what would happen if work was not done by January 1, 2018. Also asked why not build a wooden structure like the existing broken one? What is wrong with current measurement process?

JACK HOAGLAND – Idyllwild Water District needs to be in compliance of State laws. If this is not addressed, the State could issue a Cease and Desist and we will not be able to divert from Lily Creek.

DIRECTOR DEARING – There must be a way to this without spending \$100k.

VICE PRESIDENT SZABADI - How much would just the monitoring equipment cost?

JACK HOAGLAND – Between \$10k to \$20k for equipment and installation. The design effort is needed no matter what. Propose approving the engineering effort. Will give instruction to engineering firm to design an efficient structure that will be less expensive than what has been initially planned.

TOM PAULEK – Concerned that we do not have staff qualified for this project.

VICE PRESIDENT SZABADI – Want to comply with State regulations but do not want to be excessive.

A MOTION was made by Vice President Szabadi to award a design contract to Kreiger & Stewart for DSOD compliance and Director Dearing seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi Catherine Dearing Steve Kunkle Charles Schelly			Geoffrey Caine

Motion approved.

ITEM 3 – Consider Acquisition of a Skid-Steer Loader and Accessories

Recommendation

Authorize the General Manager to purchase a Caterpillar 262D skid-steer tractor and accessories from Quinn/Cat for \$83,000.

Background

Based on numbers from an unknown source the District budgeted \$40,000 for a skid steer loader.

When outfitted with the two accessories that make the unit most efficient for the District, the final price is \$82,585.18 (See attached quote). Since this is substantially more than the budget, staff investigated acquisition of a used model (see attached used equipment quote) at \$82,672.70. The Government Discount on the new unit actually results in a net lower price than the used unit, which is not eligible for the discount.

The vigorous construction climate has driven the price of used equipment up and made high quality newer units very rare and expensive.

The new equipment will replace a Case 580C S/N 8969962 backhoe/loader (the trade-in) and offer additional mechanical assistance for the staff especially the cold planer for excavation of service lines for installation and repair (a recent repair on Tollgate required 27 man-hours due to the more than 12-inch thickness of the paving). The skid steer is also a much smaller piece of equipment which will allow access to more areas in the District.

DISCUSSION:

VICE PRESIDENT SZABADI – This would be an upgrade from what we already have, be more convenient for breaking through asphalt.

JACK HOAGLAND – Also would be new, smaller and would have more maneuverability with more accessories/abilities than existing equipment.

DIRECTOR KUNKLE – Questioned which back-hoe would be traded in, believed the one listed in the Staff Report had already been traded in. Also concerned about having only one back-hoe.

VICE PRESIDENT SZABADI – Concerned about spending this amount of money on a non-essential purchase.

PRESIDENT SCHELLY – Quote is good for 30 days and dated August 14, 2017. The attachments are what is driving the price up. The capabilities would say man hours therefore saving labor. Concerned about theft because it is trailer able. The life expectancy is 20 years and the piece of equipment we would be replacing is 30 years old.

VICE PRESIDENT SZABADI – Inquired about overtime due to leaks

JACK HOAGLAND – A leak caused 27 hours of overtime on a Saturday in the beginning of September, most of which was digging up asphalt. This equipment would have significantly reduced the amount of time spent on that leak.

VICE PRESIDENT SZABADI – Would like to Table Item #3 for a future Meeting.

Item #3 was tabled for a future Meeting.

ITEM 4 – Consider the General Manager Job Description

Recommendation

That the Board of Directors consider the General Manager job description.

Background

The Board of Directors has determined that the General Manager job description requires review. The review committee submits the attached draft for Board discussion.

DISCUSSION:

PRESIDENT SCHELLY – Personnel Committee has gone over some requirements they would like to see in the General Manager and have developed a draft of a General Manager Job Description. Would like to Board to review and submit any notes or suggestions they may have.

TOM PAULEK - Future General Manager should have knowledge, experience and ability to implement the Brown Act, Public Records Act and CEQA.

ITEM 5 – Review the Wastewater Treatments Plant Evaluation Report

Recommendation

That the Board of Directors review and discuss the Wastewater Treatment Plant Evaluation Report prepared by West Yost Associates and direct staff to investigate financing options for the proposed improvements.

Background

The Technical Memorandum prepared by West Yost Associates is attached for the Board's review and information.

Staff will make a brief oral presentation at the Board meeting and will solicit direction from the Board of Directors regarding progress moving forward with developing a plan for financing and actual implementation of improvements.

DISCUSSION:

JACK HOAGLAND – Based on discussions in other items, should evaluate the approach for replacement of WWTP. Do not need to necessarily go with every suggestion made by West Yost. Do need to replace existing unit and need to research funding for this project. The project will be a long term project, roughly four or five years.

TOM PAULEK – Not impressed with study. Thinks it is a good starting point but more research needs to be done, i.e. what does Forest Service think of WWTP and what does State Regional Board think of WWTP?

DIRECTOR KUNKLE – Report is flawed. Feels that the compliance issues are due to operator error.

VICE PRESIDENT SZABADI – Dissatisfied with report. Thought it was very generic. Need to make more plans and need to research what effect this will have on the rates.

PRESIDENT SCHELLY – Need to upgrade the treatment plant because the current one has exceeded its life span and if it were to stop working, there is no back up. Our revenue on the Waste Water side is \$20,000 per month and this revenue is supposed to be used for upgrades and improvements. \$4M over 50 years is \$6667 per month. Our revenue would cover the cost of this project without needed to raise rates.

A Consensus was reached by the Board to direct staff to research options for improving the WWTP and research funding options.

ITEM 6 – Consider Cleaning and Inspection Video of the Wastewater Collection System

Recommendation

Authorize the General Manager to engage Houston-Harris to clean and video inspect the Idyllwild Water District wastewater collection system for a fee of \$137,400.

Background

The wastewater collection system has not been cleaned in as much as 20-years. While some video has been performed in very limited specific areas, as the system nears the 50-year old mark the time is appropriate for an evaluation of the complete system condition.

For the FY 2017-18 Budget the District budgeted \$135,000 for the cleaning and video inspection of the collection system. Despite several attempts to solicit proposals from other vendors that perform these services, Houston Harris of Grand Terrace is the only firm that has responded to a request for prices for the work.

It should be noted that the work proposed will not include the 26 Manholes and approximately 6,000 feet of sewer line in Highway 243. This work requires a CalTrans encroachment permit. While Staff is working with A-Cone Zone (professional Traffic control firm) to acquire the permit, the timing is unknown and the work has not been included in this proposed work. The proposed fee from Houston-Harris for the Highway 243 work is \$26,000 and will require about one week to complete. This item will be brought back to the Board for consideration upon acquisition of the CalTrans encroachment permit.

DISCUSSION:

STEVE MOULTON – What does Big Bear or Arrowhead do for this kind of thing? Could we contract them?

JOCK HOAGLAND – They have their own equipment and staff to do this kind of work, they are also a much larger District than us. Moving that kind of machinery is difficult and they would have to be able to justify that to their rate payers.

JP CRUMRINE – Does not seem like a lot of money for the entire system.

A MOTION was made by Vice President Szabadi to authorize the General Manager to engage Houston-Harris to clean and video inspect the Idyllwild Water District wastewater collection system for a fee of \$137,400 and Director Dearing seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi Catherine Dearing Steve Kunkle Charles Schelly			Geoffrey Caine

Motion approved.

ITEM 7 – ACWA Regional Election

Recommendation

That the Board of Directors consider submitting a ballot for the ACWA Region 9 Election.

Background

The Association of California Water Agencies (ACWA) votes bi-annually for regional representatives. The election materials are attached.

Staff would recommend the “Slate” with the exception of substituting Steve Farrell for Phil Rosentrater. Director Farrell is from Crestline Village Water District which is a small water District and his voice would be valuable in a group that only has large agency representation.

DISCUSSION:

None

A MOTION was made by Vice President Szabadi to submit a ballot for the ACWA Region 9 Election with the recommended vote and Director Dearing seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi Catherine Dearing Steve Kunkle Charles Schelly			Geoffrey Caine

Motion approved.

COMMITTEE REPORTS:

COMPLIANCE COMMITTEE – We have discussed our compliance with the Brown Act with our legal Counsel, specifically in reference to a complaint from a concerned citizen and have determined that we are fully in compliance. We acknowledge we can do better and will strive to do so. The evaluation of our Interim General Manager will not be made public because it is an ongoing process, we will however take all information and comments made at public meetings into consideration during evaluations.

DIRECTOR’S COMMENTS:

DIRECTOR KUNKLE – Would like to resume work on the Water Shortage Contingency Plan. When are we going to have the Sewer Rules and Regs on the Agenda. Also wants to make sure the Diversion will be cleaned out before the rainy season begins.

JACK HOAGLAND – Sewer Rules and Regs will be on the November Agenda because they have to be approved at a Regular Meeting and September and October are both Special Meetings to accommodate schedules. Will be cleaned out next week and ordered a new check valve to install. Replaced outlet valve with gate valve instead of butterfly valve therefore it doesn’t collect as much debris.

VICE PRESIDENT SZABADI – Would like Board to consider having a formal rate study done.

PRESIDENT SCHELLY – Other than the request for a biography, is there anything else the Board Members need to be doing at this time to aid with the procurement of a Certificate of Transparency? Would like the website to contain a tab for transparency, the history of the District, improvements that are being made and improvements we would like to make. Would like Hosny Shouman, CFO to do a cost analysis of three additional employees over the next 15 years.

JACK HOAGLAND – Next steps would be to improve or change the website to be able to hold of these requirements. A possibility is Streamline, a company that specializes in Public Districts and transparency.

DIRECTOR DEARING – Would like to see the employees Certificates on the website.

GENERAL MANAGER’S COMMENTS:

JACK HOAGLAND – Grand Jury visit was cancelled, will be rescheduled for a later date. Update on the pipeline project, the line on Marion View was loaded September 27, 2017 and did a pre- pressure test. Official pressure test will be tomorrow (September 28, 2018) will be flushing and doing bacteria tests next week. Started on Reed Lane today and then they will move to Cedar Street and do that last. First shut down was cancelled and rescheduled due to pipes not being correctly recorded. When actually did the shut- down, had to shut off 15-20 customers that had not been notified because we did not know we would need to go that far down the line. There have been 4 change orders. Working with Herb Bergstrom, he has been working on recording locations of pipelines, believes he will be finished next week. Have a Dam inspection next week. We have a high downstream Hazard and we need to do a new inundations study and must develop an emergency action plan.

ADJOURNMENT:

A MOTION was made by Vice President Szabadi to ADJOURN the meeting and Director Dearing seconded. The vote was as follows:

AYES	NAYS	ABSTAIN	ABSENT
Peter Szabadi Catherine Dearing Steve Kunkle Charles Schelly			Geoffrey Caine

The Regular Meeting was ADJOURNED at 8:30 pm.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____
DR. CHARLES SCHELLY-
BOARD PRESIDENT

BY: _____
ERICA GONZALES-
BOARD SECRETARY

**IDYLLWILD WATER DISTRICT
WATER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING SEPTEMBER 30, 2017**

CONDENSED CATEGORY	FOR THE MONTH OF		SEPTEMBER	2017
	ACTUAL	BUDGET	VARIANCE	%
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	50,700	52,000	-1,300	-2.50%
SALES-RESIDENTIAL/COMMERCIAL	69,904	73,000	-3,096	-4.24%
OTHER OPERATING REVENUE	5,961	5,000	961	19.23%
OTHER NON- OPERATING REVENUE*				
TOTAL OPERATING REVENUES	126,565	130,000	-3,435	-2.64%

OPERATING REVENUE BY CATEGORY	FOR THE MONTH OF		SEPTEMBER	2017
	ACTUAL	BUDGET	F (U) VARIANCE	%
BASE RATE - RESIDENTIAL	43,489	43,550	-61	-0.14%
BASE RATE - COMMERCIAL	7,211	8,450	-1,240	-14.67%
SALES-RESIDENTIAL	27,247	38,000	-10,753	-28.30%
SALES-COMMERCIAL	42,656	35,000	7,656	21.88%
SALES-SEWER	0	0	0	0.00%
SALES-CONSTRUCTION/OTHER	0	0	0	0.00%
TRANSFER FEES	150	150	0	0.00%
TURN ON/OFF FEES	0	50	-50	-100.00%
LIEN & LIEN RELEASE FEES	33	50	-17	-34.00%
DELINQUENCY FEES	0	0	0	0.00%
WILL SERVE LETTER FEES	200	250	-50	-20.00%
OTHER MISCELLANEOUS	1,578	500	1,078	0.00%
INSTALLATION FEES	4,000	4,000	0	0.00%
CAPACITY FEES			0	0.00%
TOTAL OPERATING REVENUES	126,565	130,000	-3,436	-2.64%

**IDYLLWILD WATER DISTRICT
 WATER FUND CONDENSED INCOME STATEMENT
 FOR FISCAL MONTH ENDING SEPTEMBER 30, 2017**

FOR THE MONTH OF SEPTEMBER 2017

CUBIC FEET OF SALES:	ACTUAL	BUDGET	VARIANCE	%
R1	576,641	635,000	-58,359	-9.19%
R2	28,922	46,000	-17,078	-37.13%
R3	79,480	97,000	-17,520	-18.06%
R4	34,540	75,000	-40,460	-53.95%
R5	13,070	22,000	-8,930	-40.59%
R6	162,530	205,000	-42,470	-20.72%
NC-WWTP	1,030	37,650		
TOTAL CUBIC FEET OF SALES	896,213	1,117,650	-184,817	-16.54%
NUMBER OF CUSTOMER BILLS:				
R1	1,537	1,537	0	0.00%
R2	30	30	0	0.00%
R3	51	51	0	0.00%
R4	13	13	0	0.00%
R5	4	4	0	0.00%
R6	2	2	0	0.00%
NC-WWTP	1	1	0	0.00%
S	10	10	0	0.00%
TOTAL NUMBER OF CUSTOMER BILLS	1,648	1,648	0	0.00%

* s : Sewer Only Account

**IDYLLWILD WATER DISTRICT
 WATER FUND CONDENSED INCOME STATEMENT
 FOR FISCAL MONTH ENDING SEPTEMBER 30, 2017**

	FOR THE MONTH OF		SEPTEMBER	2017
BY CATEGORY	ACTUAL	BUDGET	F (U)	%
WATER OPERATING EXPENSES:			VARIANCE	
1- WAGES AND SALARIES EXPENSES	42,326	50,000	7,674	15.35%
2- RETIREMENT PLAN AND LIFE INSURANCE	7,000	8,000	1,000	12.50%
3 -MEDICAL INSURANCE	10,276	11,500	1,224	10.64%
4 -UNIFORM EXPENSES	233	438	205	46.82%
5 -WORKER'S COMP INSURANCE	0	500	500	100.00%
6 -RETIREMENT MEDICAL INSURANCE	5,270	2,000	-3,270	-163.51%
7 -BOARD REIMBURSEMENT	188	1,000	813	81.25%
8 -OFFICE SUPPLIES	506	1,500	994	66.25%
9 -OFFICE CLEANING SERVICE	210	280	70	25.00%
10 -POSTAGE AND MAILING FEE	17	900	883	98.09%
11 -TRAINING AND EDUCATION	250	604	354	58.62%
12 -TRAVELING , MILEAGE, MEALS REIMBURSEMENT	87	629	543	86.25%
13 -DUES ,FEES , SUBSCRIPTIONS	269	771	501	65.05%
14 -COMPUTER SERVICES	1,460	2,000	541	27.03%
15 -LEGAL SERVICES	0	2,500	2,500	100.00%
16 -UTILITIES - ELECTRICITY	6,589	7,292	703	9.64%
17 -UTILITIES - GAS& FUEL	715	717	2	0.23%
18 -UTILITIES - PROPANE	300	325	25	7.69%
19 -UTILITIES - TELEPHONE INTERNET	448	761	312	41.07%
20 -UTILITIES - WASTE MANAGEMENT FEE	182	184	2	1.02%
32 -AUTO AND PROPERTY INSURANCE	0	1,712	1,712	100.00%
21 -STATE-COUNTY WATER SYSTEM FEES	0	1,583	1,583	100.00%
22 -GENERAL PLANT SERVICES	13,829	15,000	1,171	7.81%
23 - VEHICLES REPAIRS AND MAINTENANCE	1,707	1,500	-207	-13.81%
24 -WATER ENGINEERING AND CONSULTING	0	875	875	100.00%
25 -LABORATORY SERVICES	529	1,042	513	49.26%
26 -WATER SECURITY SYSTEM	0	771	771	100.00%
27 -ADVERTISING AND PUBLISHING	158	542	384	70.92%
28 -PROPERTY TAX EXPENSES	0	233	233	100.00%
29- COMPENSATED TIME	0	1,833	1,833	100.00%
30 -BANK FEE CHARGE	152	200	48	23.93%
31 -WATER MAINTENCE AND SUPPLIES	0	1,042	1,042	100.00%
33 -ACCOUNTING AND AUDITING FEE	4,875	7,500	2,625	35.00%
TOTAL OPERATING EXPENSES:	97,574	125,733	28,159	22.40%
TOTAL INCOME AND (LOSS)	28,991	4,267		

IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING September 30 , 2017

FOR THE MONTH OF September , 2017

CONDENSED BY CATEGORY	ACTUAL	BUDGET	F (U) VARIANCE	%
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	52,480	52,480	0	0.00%
OTHER OPERATING	25	25	0	0.00%
TOTAL OPERATING REVENUES	52,505	52,505	0	0.00%
OPERATING EXPENSES:				
1- WAGES AND SALARIES	12,836	14,000	1,164	8.32%
2- RETIREMENT AND LIFE INSURANCE	1,218	2,000	782	39.10%
3- MEDICAL INSURANCE	3,425	5,000	1,575	31.49%
4- UNIFORM EXPENSE	78	300	222	74.15%
5-WORKER'S COMPENSATION INSURANCE	0	145	145	100.00%
6- RETIREMENT MEDICAL INSURANCE	1,757	917	-840	-91.64%
7- BOARD REIMBURSEMENT	63	200	138	68.75%
8- OFFICE SUPPLIES	110	400	290	72.45%
9- OFFICE CLEANING SERVICES	70	150	80	53.33%
10- POSTAGE AND MAIL FEE	0	100	100	100.00%
11- EDUCATION AND TRAINING	0	200	200	100.00%
12- TRAVELING, MILAGE, MEAL REIMBURSEMENT	0	292	292	100.00%
13- DUE AND SUBSCRIPTION FEE	60	542	481	88.89%
14- COMPUTER SERVICES	487	1,000	514	51.35%
15- LEGAL SERVICES	0	500	500	100.00%
16- UTILITIES - ELECTRICITY	4,304	4,000	-304	-7.59%
17- UTILITIES - GAS & FUEL	0	437	437	100.00%
18- UTILITIES - PROPANE	0	25	25	100.00%
19- UTILITIES - TELEPHONE&INTERNET	139	292	152	52.21%
20- UTILITIES - WASTE MANAGEMENT FEE	61	125	64	51.39%
21- VEHICLES REPAIRS AND MAINTENANCE	222	500	278	55.61%
22- SEWER ENGINEERING SERVICES	14,513	15,000	487	3.25%
22- SEWER MAINTENANCE AND SUPPLIES	0	200	200	100.00%
23- GENERAL PLANT SERVICES	1,425	500	-925	-184.98%
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	4,474	250	-4,224	-1689.70%
27- ADVERTISING AND PUBLISHING	53	125	73	58.00%
28- LABORATORY SERVICES	1,112	500	-612	-122.30%
29- GENERAL AUTO AND LIABILITY INSURANCE	0	570	570	100.00%
30- SECURITY SYSTEM (ADT)	0	208	208	100.00%
31- ACCOUNTING & AUDITING FEE	1,625	2,000	375	18.75%
Total Expenses	48,030	51,018	2,988	5.86%
Total INCOME OR (LOSS)	4,475	1,487		

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING SEPTEMBER 30 , 2017**

FOR THE MONTH OF SEPTEMBER , 2017

SEWER FUND OPERATING REVENUES

	ACTUAL	BUDGET	F (U) VARIANCE	%
BASE RATE-COMMERCIAL	35,879	35,879	0	0.00%
BASE RATE- RESIDENTIAL	16,601	16,601	0	0.00%
TRANSFER FEE	25	25	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	52,505	52,505	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%

**IDYLLWILD WATER DISTRICT
DISTRICT WARRANTS AND OTHER DISBURSEMENTS
FOR THE MONTH ENDED SEPTEMBER 30, 2017**

DATE	CHECK NUMBER	PAYEE	DESCRIPTION	AMOUNT
09/01/2017	14324	California Computer Options	Monthly Support Fee	\$695.00
09/01/2017	14325	Chase Card Services	Replace Windsheild on 2 Trucks \$528.53, Training for Jerry \$250.00 Harbor Freight Supplies for Water and Sewer \$350.00	\$1,162.98
09/01/2017	14326	Frontier	Phone and Internet for Foster Lake and WWTP	\$401.06
09/01/2017	14327	Home Depot	Tools and Supplies for Water and Sewer	\$447.64
09/01/2017	14328	Idyllwild Water District	Deposited at Hemet Bank for Payroll	\$55,000.00
09/01/2017	14329	SCE	Monthly Electricy Charge	\$10,382.50
09/01/2017	14330	USA Bluebook	Supplies for Water and Sewer	\$386.02
09/01/2017	14331	Verizon Wireless	On Call and GM Cell Phone	\$156.45
09/06/2017	14332	Forest Lumber	Supplies for Water and Sewer	\$3,414.89
09/06/2017	14333	VOID		
09/06/2017	14334	Harold K. Smith	Concrete for Slab	\$2,025.70
09/06/2017	14335	Jeannine Olsen	Reimburse Cash Drawer for Office Supplies	\$87.59
09/06/2017	14336	Mission Linen & Uniform Service	Monthly Laundering Fee	\$310.20
09/06/2017	14337	NAPA Auto Parts	Auto Parts	\$17.82
09/06/2017	14338	ROCKWELL Engineeromg	2 Chopper Pumps for WWTP	\$25,330.50
09/06/2017	14339	The SoCo Group	Fuel for Work Vehicles	\$3,034.87
09/06/2017	14340	DigAlert	48 Tickets and Monthly Database Fee	\$89.20
09/06/2017	14341	Webb Associates	Preliminary Design Service	\$16,282.55
09/06/2017	14342	Gallade Chemical, Inc	Chemical Supplies for Water and Sewer	\$892.04
09/13/2017	14344	E. S. Babcock & Sons	Lab Services for Water and Sewer	\$1,640.00
09/13/2017	14345	Bill Whitener	Reimburse Retiree Health Benefit	\$948.24
09/13/2017	14346	California Computer Options	Resoving Email Bill Issue, Create new email address for Board member	\$1,251.00
09/13/2017	14347	Central Communications	Monthly Answering Service	\$102.00
09/13/2017	14348	CR&R Inc	Monthly Trash Fee	\$243.05
09/13/2017	14349	Herb Bergstrom	Reimburse Retiree Health Benefit	\$2,187.00
09/13/2017	14350	Idyllwild Town Crier	August Newsletter	\$210.00
09/13/2017	14351	Inland Water Works Supply	Supplies for Water	\$5,929.85
09/13/2017	14352	Kelly Clark	Reimburse Retiree Health Benefit	\$1,854.21
09/13/2017	14353	SCE	Monthly Electricy Charge	\$510.12
09/13/2017	14354	Terry Lyons	Reimburse Retiree Health Benefit	\$2,037.39
09/13/2017	14355	Vulcan Material Company	Asphalt for leak repairs	\$1,277.28
09/13/2017	14356	West Yost Associates	Consulting Engineering for WWTP	\$14,513.00
09/19/2017	14357	ACWA/JPIA	Medical Insurance for September	\$13,701.27
09/19/2017	14358	ADT Security	Fee for Security System	\$242.84
09/19/2017	14359	Allstate Benefits	Monthly Life Insurance Premium	\$473.77
09/19/2017	14360	Browning Electric	Service for Well #10	\$98.75
09/19/2017	14361	Four Seasons Cleaning Service	Monthly Cleaning Charge	\$280.00
09/19/2017	14362	Idyllwild Automotive	Fix Brakes and other Maintenance on Meter Jeep	\$1,693.72
09/19/2017	14363	Idyllwild Water District	To be Deposited at Hemet Bank for Payroll	\$33,000.00
09/19/2017	14364	Jerry Johnson	Traveling Expenses for Training	\$82.45
09/19/2017	14365	Rodgers, Anderson, Malody & Scott	First Payment for Audit Fee	\$6,500.00
09/19/2017	14366	Staples Credit Plan	Office Supplies	\$197.97
09/19/2017	14367	T- Mobile	Monthly Charge for Solar Panels	\$29.99
09/19/2017	14368	USA Bluebook	Supplies for Water and Sewer	\$106.03
09/19/2017	14369	USDA- Forest Service	Annual Lease for WWTP	\$4,474.25
09/19/2017	14370	VOID		
TOTAL DISTRICT WARRANTS				\$213,701.19
OTHER DISBURSEMENTS:				
TOTAL PAYROLL				\$51,595.92
NET PAYROLL CHECKS-DIRECT DEPOSIT				\$37,154.85
FEDERAL PAYROLL TAXES-ELECTRONIC TRANSFERS				\$12,996.17
STATE PAYROLL TAXES-ELECTRONIC TRANSFERS				\$4,182.44
L.A.I.F. ELECTRONIC TRANSFERS				\$0.00
BANK SERVICE CHARGES AND FEES				\$152.15
TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS				\$319,782.72

Operations Report for September 2017

Currently – No Stage

Production – September 1,005,296 C.F / 186.4 Avg GPM

Foster Lake level -11 ft. 4 inches-

Water and Sewer installations - 3 Water installations

Leaks -3-

Mainline -2-/Unmetered -2/Metered –0

September Water Loss = 7.08% -- 6.78% Y.T.D.

Production

Drinking water storage- 3.36 MG

14 wells available/8 utilized/ 4 full time/ 4 part time

Wastewater Treatment Plant

September 2017 -Average daily flow 97,322 gpd/Average weekend flow 110,188 gpd

September 2016 -Average daily flow 85,517 gpd/Average weekend flow 94,734 gpd

Precipitation

September 2017 – 0.64”/ Y.T.D. – 0.75” September 2016 – 1.54” / Y.T.D – 1.75”

Diversion – 0 C.F.-

WELL LEVELS

	September 2017	September 2016	September 2015
Foster Lake (Average 3 wells)	5' Static	32.6' Static	42' Static
Well # 26 (Nature Center)	47' Static	119' Static	98' Static
Well # 27 (Nature Center)	41' Static	168' Static Recovering	95' Static
Well #28 (Rockdale)	122' Static	142' Static	396' Pumping
Downtown Wells* #23 & #24	203' Pumping 23' Static	19' Static 30' Static	17' Static
FV1A	5' Static	390' Pumping	385' Pumping
FV2	301' Pumping	300' Pumping	267' Pumping

*Downtown Wells Static level is an average for 2015. September 2016 and 2017 both well levels are included.

IDYLLWILD WATER DISTRICT
 MONTHLY WATER RE-CAP SUMMARY
 FOR THE MONTH OF: **SEPTEMBER**

DATE: **10-2-2017**

IN DISTRICT STORAGE SUPPLY	<u>189,951</u> C.F.	}	449,644
FOSTER LAKE STORAGE SUPPLY	<u>259,695</u> C.F.		
			TOTAL STORAGE SUPPLY
INCREASE	_____ C.F.		
DECREASE	_____ C.F.		
SUPPLIES TO SYSTEM	<u>1,005,296</u> C.F.		
I.W.D. FLUSHING	_____ C.F.		
FOSTER LAKE LEVEL	<u>11' 4"</u>		MAXIMUM OF 18'

STATIC GROUND WATER LEVELS:

F.L. AREA 6.8 FEET

F.V. AREA:

F.V.1A 5' ST FEET

F.V.#2 301' PL FEET

CREEK AREA 23-203' PL FEET 24-23' ST

WELL #26 47' ST FEET

WELL #27 41' ST FEET

STORAGE SUPPLIES(MAXIMUM OF 3.702 MILLION GALLONS) 90 %

MAINLINE LEAK REPAIRS 5000 GAL

STRAWBERRY CREEK DIVERSION 0 C.F. 0 A.F.

FERN VALLEY 1A WELL 0 C.F. 0 A.F.

STRATTON WELL #23 DRAW 4.79 A.F.

OAKWOOD WELL DRAW(PRIVATE) 0 A.F.

WELL #26 (COUNTY OF RIVERSIDE) 0 A.F.

WELL #27 (COUNTY OF RIVERSIDE) 0 A.F.

COMMENTS:

	LEVEL	VOLUME
SOUTHRIDGE TANKS (3,509 CF/FOOT)	19.6	68,776 CF
GOLDEN ROD TANK (891 CF/FOOT)	21.2	18,888 CF
WILDWOOD TANK (919 CF/FOOT)	12.7	11,671 CF
ROCKDALE TANK (2,718 CF/FOOT)	23.6	64,144 CF
FOSTER LAKE TANKS (11,698 CF/FOOT)	22.2	259,695 CF
SEWER PLANT USAGE		
DELANO TANK (1,337 CF/FOOT)	19.8	26,472 CF
HYDRANT SALES IN CUBIC FEET		

IWD WELL PRODUCTION DATA

Month: SEPTEMBER

Year 2017

Date 10-02-2017

	Well Name	#	Acre Feet	Cubic Feet	PT/FT	Notes: GPM
1	Horizontal	1	0			
2	Foster Lake	2	10.0	438,040	FT	81.26
3	Foster Lake	4	.88	38,491	PT	7.14
4	Foster Lake	5				
5	Foster Lake	8				
6	Foster Lake	9				
7	Foster Lake	10	0	111,780	PT	20.74
8	Foster Lake	11				
9	Foster Lake	12				
10	Foster Lake	13				
11	Foster Lake	15				
12	Foster Lake	16				
13	Nature Ctr	26				
14	Nature Ctr	27				
15	Stratton	23	4.79	208,720	FT	38.72
16	Curtis	24	3.01	131,200	FT	24.34
17	Donahoo	25				
18	Golden Rod	-	.39	17,280	PT	3.21
19	Fern Valley	1A	0			
20	Fern Valley	2	4.2	183,059	FT	33.96
21	Rockdale	28	.17	7,467	PT	1.39
22	Dutch Flats	1				
23	Dutch Flats	2				
24	Dutch Flats	3				

F.L Wells Total

IN DISTRICT

Total Cubic Feet: 1,136,037 C.F. Difference

Cedar Glen 4" Meter	<u>457,570</u>	C.F.	<u>10.5</u>	A.F.	
In District Production Wells #13-#19	<u>547,726</u>	C.F.	<u>12.5</u>	A.F.	<u>1,005,296</u> C.F.
					Supplies to system
			<u>23</u>		
			Total A.F.		
Production Days	<u>28</u>		<u>186.4</u>	GPM	
Min.	<u>40,320</u>				

MONTHLY RE-CAP

(General Manager copy)

MONTH SEPTEMBER YEAR 2017 DATE 10-2-17 INIT JJ

Production days 28

Avg. GPM production 186.4

Total number of sources available 14

Total number of sources used 8 Full Time 4 Part Time 4

Sources used, Well No's. 2, 4, 13, 23, 24, 28, Golden Rod, FV 2

Total GPM available 250 (\pm) 15 GPM

Total supplies to system 1,005,296 CF 23 AF

Hydrant water sales 0 CF

Potable water in storage 3.363 MG (3.7 MG max) 90 %

Foster Lake level 11 FT. 4 IN. Feet

Strawberry Creek diversion draw 0 AF

Fern Valley 1-A pumped to Lake AF

Distribution system flushing including fire dept. use CF

Static water levels:

Foster Lake area 6.8' ST

Fern Valley Area: F.V.1A 5' ST F.V. #2 301' PL

Creek area 23- 203' PL 24- 23' ST

Well #26 47' ST

Well #27 41' ST

Notes: #28- 122' ST

WELLS

PRODUCTION

		FT/PT		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
		OFF		GPM											
	LOCATION														
1	Foster Lake #2	PT	Foster Lake	35.5	55.84	81.26									
2	Foster Lake #4	FT	Foster Lake	12.47	13.28	7.14									
3	Foster Lake #5	OFF	Foster Lake												
4	Foster Lake #8	OFF	Foster Lake												
5	Foster Lake #9	OFF	Foster Lake												
6	Foster Lake #10	PT	Foster Lake	7.32	2.05										
7	Foster Lake #11	OFF	Foster Lake												
8	Foster Lake #12	OFF	Foster Lake												
9	Foster Lake #13	FT	Foster Lake	33.77		20.74									
10	Foster Lake #15	OFF	Foster Lake												
11	Foster Lake #16	OFF	Foster Lake												
12	Foster Lake #17	OFF	Foster Lake												
13	FL Horizontals	FT	Foster Lake	10.68	5.79										
14	Dutch Flats	OFF	Foster Lake												
15	Fern Valley #1A	FT	Fern Valley Rd	40.63	38.16										
16	Fern Valley #2	PT	Fern Valley Rd	35.11	35	33.96									
17	Stratton #23	PT	Village Ctr	39.14	32.88	38.72									
18	Curtis #24	PT	South Circle Dr	8.25	24.76	24.34									
19	Donahoo #25	OFF	Idyllbrook												
20	Downtown #26	PT	Nature Center	3.61											
21	Downtown #27	PT	Nature Center												
22	Downtown #28	OFF	Rockdale	19.96	9.19	1.39									
23	Golden Rod	PT		4.28	5.23	3.21									
24	Oakwood	OFF	Oakwood												
25															
26															
27															
	Total Monthly														

*PLEASE NOTE: Part time wells are run intermitently depending on well draw- down

Memo

To: Board of Directors

From: Interim General Manager

Date: October 25, 2017

**Subject: ITEM #2 - CONSIDER ACCEPTANCE OF THE FISCAL YEAR 2016-2017
AUDIT**

Recommendation

That the Board of Directors accept the Fiscal Year 2016-2017 Audit and make it available to any interested parties.

Background

The District is required by State law to have its financial status audited annually by a certified public accountant. In 2016, the District hired Rogers, Anderson, Malody & Scott, LLP to audit the District for 5-years. FY 2016-17 is the second year of that audit agreement.

Scott Manno, the partner in charge of the District's Audit, will be present to review his firm's findings and opinions regarding the District's Financial status and documentation.

Memo

To: Board of Directors

From: Interim General Manager

Date: October 25, 2017

Subject: ITEM #3 - CONSIDER ADOPTING AN INVESTMENT POLICY

Recommendation

That the Board of Directors Adopt Resolution No. 741 updating the District's Investment Policy.

Background

The District last updated its Investment Policy in 1996. To insure compliance with California State Requirements, Staff requested that the policy be reviewed by Fieldman, Rolapp and Associates (FRA), a financial consulting firm to California government entities. FRA suggested several minor edits which are incorporated in the attached Proposed Investment Policy.

Attachments

IDYLLWILD WATER DISTRICT INVESTMENT POLICY

1.0 PURPOSE AND GOALS

This statement is intended to outline the policies for maximizing the efficiency of the District's Cash Management System and for prudent investment of the District's funds and to provide guidelines for suitable investments.

The ultimate goal is to enhance the economic status of the District while protecting its funds.

The District's Cash Management System is designed to accurately monitor and forecast expenditures and revenues, thus enabling the District to invest funds to the fullest extent possible. The District shall attempt to obtain the highest yield, provided that all investments meet the criteria established for safety and liquidity.

The investment policies and practices of the District are based on Federal, State and Local law and prudent money management. The primary goals of these policies are:

1. To assure compliance with all Federal, State and Local laws governing the investment of monies under the control of the District's Board, General Manager and Auditor-Controller.
2. To protect the monies entrusted to these officers.
3. To generate the maximum amount of investment income within the parameters of this Statement of Investment Policy and the guidelines for suitable investments.

WHEREAS; The Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code Sections 53600.6 and 53630.1); and

WHEREAS; The legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5920 et seq. And 53600; and

WHEREAS; It shall be the policy of the Idyllwild Water District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demand of the District and conforming to all statutes governing the investment of Idyllwild Water District funds.

The treasurer or fiscal officer of the Idyllwild Water District shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting; (CGC 53646(a))

2.0 SCOPE

All monies entrusted to the District will be actively managed as part of a pooled portfolio. These funds are accounted for in the "Comprehensive Annual Financial District Audit".

Funds not included in the policy include deferred compensation funds and other funds held and managed by a third party for the benefit of employees or the District.

3.0 PRUDENCE

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be

derived. The standard of prudence to be used by investment officials shall be the “prudent investor” standard (CGC 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 OBJECTIVES

As specified in CGC 53600.5 when investing, reinvesting, acquiring, purchasing, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

1. **SAFETY:** Safety of principal is the foremost objective of the District. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of principal in the portfolio, whether from institutional default, broker/dealer default or erosion of market value of securities. The District shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
 - A. Credit Risk, defined as the risk of loss due to failure of an issuer of a security, shall be mitigated by investing, to the extent possible through or depositing monies and investments with only very safe institutions as prescribed in the California Government Code Section 53635.2 and in only very safe investments as prescribed herein and by diversifying the investments so that the failure of any one issuer would not unduly harm the District’s cash flow.
 - B. The risk of market value fluctuations due to overall changes in the general level of interest rates shall be mitigated by limiting the weighted average maturity of the District’s investments to one year. (NOTE: five years is the maximum maturity allowed by law for individual investments unless specifically allowed by the Board of Directors to be a longer time.) It is explicitly recognized herein, however, that in a diversified portfolio, occasional measured losses are inevitable, and must be considered within the context of the overall investment return.
2. **LIQUIDITY:** This is the second most important objective. Investments shall be made whose maturity date is compatible with cash flow requirements of the District and which can be easily and rapidly converted to cash without substantial loss of value.
3. **RETURN ON INVESTMENT (YIELD):** Investment shall be undertaken to produce an acceptable rate of return after first considering safety of principal and liquidity.

5.0 DELAGATION OF AUTHORITY

Authority to manage the investments is derived from California Government Code Sections 53600, et seq. Management responsibility for the investments is hereby delegated to the General Manager and/or Auditor-Controller, who shall follow established procedures for investments consistent with this policy. Procedures should include references to: safekeeping, wire transfer agreements, collateral/depository agreements and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except under the terms of this policy and the procedures established by the General Manager and/or the Auditor-Controller. The General Manager and Auditor-Controller shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code Section 53600.3, the General Manager and/or Auditor-Controller are trustees and fiduciaries subject to the prudent investor standard.

6.0 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investments, or which could impair their ability to make impartial investment decisions.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Auditor-Controller will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For broker/dealers of government securities and other investments, the General Manager and/or Auditor-Controller shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the Auditor-Controller shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the District's account with that firm has reviewed the District's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Investment Policy.

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

The District is empowered by California Government Code Section 53601 et seq. To invest in the following:

- A. Bonds issued by the Idyllwild Water District or Idyllwild Water District-Improvement District NO. 1 Bonds.
- B. United States Treasury Bill, Notes and Bonds. Up to 100% of surplus funds can be invested in this type of investment. Surplus funds for the purpose of this Policy shall mean monies not expected to be expended for at least six months from the date of investment of such monies.
- C. Registered state warrants or treasury notes or bonds issued by the State of California.
- D. Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California (LAIF), County Treasurers, other local or Joint Powers Agencies. Not more than 67% of surplus funds can be invested in this type.
- E. Not more than 75% of surplus funds may be invested in obligations issued by Agencies or Instrumentalities of the U.S. Government.
- F. Shares of beneficial interest issued by diversified management companies (Money Market Mutual Funds) investing in the securities and obligations authorized by this section. Such funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than 20% of surplus funds can be invested in Money Market Mutual Funds.
- G. Funds held under the terms of a Trust Indenture or other contract or agreement may be invested according to the provisions of the indentures or agreements.

- H. Collateralized bank deposits (Non-Negotiable Certificates of Deposits) with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations. Not more than 50% of surplus funds can be invested in Certificates of Deposits.
- I. Any other investment security authorized under the provisions of CGC 5922 and 53601.

Also, see CGC 53601 for a detailed summary of the limitations and special conditions that apply to each of the types of investment securities.

PROHIBITED INVESTMENTS: Under the provisions of CGC 53601.6 and 53631.5, the District shall not invest any funds covered by this investment policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

9.0 COLLATERALIZATION

All certificates of deposits must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will follow the recommended amounts required under CGC 53601(I)(2).

10.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement as required by CGC 53601.

11.0 DIVERSIFICATION

The District will diversify its investments by security type and institution. It is the policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- (1) Portfolio maturates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- (2) Maturities selected shall provide for stability of income and liquidity.
- (3) Disbursement and payroll dates shall be covered through maturities investments, marketable U.S. Treasury bills or other cash equivalent instruments such as money market mutual funds.

12.0 REPORTING REQUIREMENTS

In accordance with CGC 53646(b)(1), Auditor-Controller shall submit to each member of the Board of Directors at least a quarterly investment report no later than 30 days from the end of the quarter. The report must include type of investments, issuer, maturity date, par and dollar amounts invested in all securities, market value weighted average, investments and monies held by the local agency. This includes any funds, investments or programs, including loans, that are under the management of contracted parties. The report will also include the source of the portfolio valuation. As specified in CGC 53646(e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions.

The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the statement of investment policy or the manner in which the investments are not in compliance and, (2) that the District will meet its expenditure obligations for the next six months or an explanation as to why sufficient money will not or may not be available as required

by CGC 53646(b)(2) & (3). Subsidiary ledger of investments will be used in accordance with accepted accounting practices to maintain a complete and accurate record of all investment transactions. The Auditor-Controller shall report whatever additional information or data may be required by the governing body of the District.

13.0 INVESTMENT POLICY ADOPTION

The Investment Policy was adopted by resolution No. ____, dated October 25, 2017 of the Idyllwild Water District. Moreover, this policy shall be reviewed on an annual basis by the Board of Directors.

REVIEWED AND APPROVED

NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

DATE: _____

IDYLLWILD WATER DISTRICT INVESTMENT POLICY

1.0 PURPOSE AND GOALS

This statement is intended to outline the policies for maximizing the efficiency of the District's Cash Management System and for prudent investment of the District's funds and to provide guidelines for suitable investments.

Formatted: Justified

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WHEREAS; The Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern (California Government Code Sections 53600.6 and 53630.1); and

WHEREAS; The legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5920 et seq. And 53600; and

WHEREAS; It shall be the policy of the Idyllwild Water District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demand of the District and conforming to all statutes governing the investment of Idyllwild Water District funds.

The treasurer or fiscal officer of the Idyllwild Water District shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting; (CGC 53646(a))

2.0 SCOPE

All monies entrusted to the District will be actively managed as part of a pooled portfolio. These funds are accounted for in the "Comprehensive Annual Financial District Audit".

Funds not included in the policy include deferred compensation funds and other funds held and managed by a third party for the benefit of employees or the District.

3.0 PRUDENCE

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be

derived. The standard of prudence to be used by investment officials shall be the “prudent investor” standard (CGC 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 OBJECTIVES

As specified in CGC 53600.5 when investing, reinvesting, acquiring, purchasing, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

1. SAFETY: Safety of principal is the foremost objective of the District. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of principal in the portfolio, whether from institutional default, broker/dealer default or erosion of market value of securities. The District shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
 - A. Credit Risk, defined as the risk of loss due to failure of an issuer of a security, shall be mitigated by investing to the extent possible through or depositing monies and investments with only very safe institutions as prescribed in the California Government Code Section 53635.2 and in only very safe investments as prescribed herein ~~institutions~~ and by diversifying the investments so that the failure of any one issuer would not unduly harm the District’s cash flow.
 - B. The risk of market value fluctuations due to overall changes in the general level of interest rates shall be mitigated by limiting the weighted average maturity of the District’s investments to one year. (NOTE: five years is the maximum maturity allowed by law for individual investments unless specifically allowed by the Board of Directors to be a longer time.) It is explicitly recognized herein, however, that in a diversified portfolio, occasional measured losses are inevitable, and must be considered within the context of the overall investment return.
2. LIQUIDITY: This is the second most important objective. Investments shall be made whose maturity date is compatible with cash flow requirements of the District and which can be easily and rapidly converted to cash without substantial loss of value.
3. RETURN ON INVESTMENT_(YIELD): Investment shall be undertaken to produce an acceptable rate of return after first considering safety of principal and liquidity.

5.0 DELAGATION OF AUTHORITY

Authority to manage the investments is derived from California Government Code Sections 53600, et seq. Management responsibility for the investments is hereby delegated to the General Manager and/or Auditor-Controller, who shall follow established procedures for investments consistent with this policy. Procedures should include references to: safekeeping, wire transfer agreements, collateral/depository agreements and banking services contracts, as appropriate. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except under the terms of this policy and the procedures established by the General Manager and/or the Auditor-Controller. The General Manager and Auditor-Controller shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Under the provisions of California Government Code Section 53600.3, the General Manager and/or Auditor-Controller are trustees and fiduciaries subject to the prudent investor standard.

6.0 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investments, or which could impair their ability to make impartial investment decisions.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Auditor-Controller will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For broker/dealers of government securities and other investments, the General Manager and/or Auditor-Controller shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the Auditor-Controller shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the District's account with that firm has reviewed the District's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Investment Policy.

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

The District is empowered by California Government Code Section 53601 et seq. To invest in the following:

- A. Bonds issued by the Idyllwild Water District or ~~Idyllwild Water District~~-Improvement District NO. 1 ~~Bonds~~.
- B. United States Treasury Bill, Notes and Bonds. ~~Not more than 50%~~ ~~Up to of 100% of~~ surplus funds can be invested in this type of investment. Surplus funds for the purpose of this Policy shall mean monies not expected to be expended for at least six months from the date of investment of such monies.
- C. Registered state warrants or treasury notes or bonds issued by the State of California.
- D. Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California (LAIF), County Treasurers, other local or Joint Powers Agencies. Not more than 67% of surplus funds can be invested in this type.
- E. Not more than 75% of surplus funds may be invested in ~~O~~bligations issued by Agencies or Instrumentalities of the U.S. Government.
- F. Shares of beneficial interest issued by diversified management companies (Money Market Mutual Funds) investing in the securities and obligations authorized by this section. Such funds must carry the highest rating of at least two of the three largest national rating agencies. Not more than ~~20%~~ ~~25%~~ of surplus funds can be invested in Money Market Mutual Funds.
- G. Funds held under the terms of a Trust Indenture or other contract or agreement may be invested according to the provisions of the indentures or agreements.

H. Collateralized bank deposits (Non-Negotiable Certificates of Deposits) with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations. Not more than 50% of surplus funds can be invested in Certificates of Deposits.

I. Any other investment security authorized under the provisions of CGC 5922 and 53601.

Also, see CGC 53601 for a detailed summary of the limitations and special conditions that apply to each of the types of investment securities.

PROHIBITED INVESTMENTS: Under the provisions of CGC 53601.6 and 53631.5, the District shall not invest any funds covered by this investment policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

9.0 COLLATERALIZATION

All certificates of deposits must be collateralized by U.S. Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will follow the recommended amounts required under CGC 53601(I)(2).

10.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement as required by CGC 53601.

11.0 DIVERSIFICATION

The District will diversify its investments by security type and institution. It is the policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- (1) Portfolio maturates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- (2) Maturities selected shall provide for stability of income and liquidity.
- (3) Disbursement and payroll dates shall be covered through maturities investments, marketable U.S. Treasury bills or other cash equivalent instruments such as money market mutual funds.

12.0 REPORTING REQUIREMENTS

In accordance with CGC 53646(b)(1), Auditor-Controller shall submit to each member of the Board of Directors at least a quarterly investment report no later than 30 days from the end of the quarter. The report must include type of investments, issuer, maturity date, par and dollar amounts invested in all securities, market value weighted average, investments and monies held by the local agency. This includes any funds, investments or programs, including loans, that are under the management of contracted parties. The report will also include the source of the portfolio valuation. As specified in CGC 53646(e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions.

The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the statement of investment policy or the manner in which the investments are not in compliance and, (2) that the District will meet its expenditure obligations for the next six months or an explanation as to why sufficient money will not or may not be available as required

by CGC 53646(b)(2) & (3). Subsidiary ledger of investments will be used in accordance with accepted accounting practices to maintain a complete and accurate record of all investment transactions. The Auditor-Controller shall report whatever additional information or data may be required by the governing body of the District.

13.0 INVESTMENT POLICY ADOPTION

The Investment Policy was adopted by resolution No. 480, dated May 21, 1996 of the Idyllwild Water District. Moreover, this policy shall be reviewed on an annual basis and approved by the Board of Directors.

REVIEWED AND APPROVED

NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

RESOLUTION NO. 741

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT ESTABLISHING A POLICY FOR THE INVESTMENT OF THE DISTRICT'S SURPLUS FUNDS

WHEREAS, State law requires local government agencies establish a policy for the investment of funds that is consistent with State investment requirements, and to review the policy on an annual basis; and

WHEREAS, Idyllwild Water District last updated its investment policy in 1996.

NOW THEREFORE, be it resolved by the Board of Directors of the Idyllwild Water District that surplus funds of the District shall be invested only as provided by law and the District's investment policy, which is attached and hereby adopted and made a part hereof.

This Resolution No. 741 and the attached investment policy supersedes and replaces Resolution No. 480 adopted on May 21, 1996, which resolution is hereby rescinded.

ADOPTED THIS 25TH DAY OF OCTOBER, 2017

Dr. Charles Schelly- Board President

ATTEST:

I, Erica Gonzales, secretary of the Idyllwild Water District hereby certify that the foregoing resolution was duly and regularly introduced and adopted by the Board of Directors of said Idyllwild Water District at its meeting held on the 25th day of October, 2017. By the following vote, to wit:

AYES: NAYS: ABSTAIN: ABSENT:

In witness whereof I have hereunto set my hand and affixed the official seal of the Idyllwild Water District this 25th day of October, 2017.

Erica Gonzales- Board Secretary

Memo

To: Board of Directors

From: Interim General Manager

Date: October 25, 2017

Subject: ITEM #4 - CONSIDER ACQUISITION OF A SKID-STEER LOADER AND ACCESSORIES

Recommendation

Authorize the General Manager to purchase a Caterpillar 262D skid-steer tractor and accessories from Quinn/Cat for \$83,000.

Background

Based on numbers from an unknown source the District budgeted \$40,000 for a skid steer loader.

When outfitted with the two accessories that make the unit most efficient for the District, the final price is \$82,585.18 (See attached quote). Since this is substantially more than the budget, staff investigated acquisition of a used model (see attached used equipment quote) at \$82,672.70. The Government Discount on the new unit actually results in a net lower price than the used unit, which is not eligible for the discount.

The vigorous construction climate has driven the price of used equipment up and made high quality newer units very rare and expensive.

The new equipment will replace a Case 580C S/N 8969962 backhoe/loader (the trade-in) and offer additional mechanical assistance for the staff especially the cold planer for excavation of service lines for installation and repair (a recent repair on Tollgate required 27 man-hours due to the more than 12-inch thickness of the paving). The skid steer is also a much smaller piece of equipment which will allow access to more areas in the District.

Attachments



Quote 121720-01

August 14, 2017

IDYLLWILD WATER DISTRICT
P O BOX 397
IDYLLWILD
California
92549-0397

Attention: Jack



Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

CATERPILLAR INC. Model: 262D Skid Steer Loader

STOCK NUMBER: NS0008405

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Jose Farias
Machine Sales Representative

CATERPILLAR INC. Model: 262D Skid Steer Loader

STANDARD EQUIPMENT

POWERTRAIN

- Cat C3.3B Diesel Engine
 - Gross Horsepower per SAE J1349
74.3 hp (55.4 kW) @ 2400 RPM
 - EPA Tier 4f and EU Stage IIIB
Certified with Aftertreatment
 - Electric Fuel Priming Pump
 - Glow plugs Starting Aid
 - Liquid Cooled, Direct Injection
- Air Cleaner, Dual Element, Radial Seal
- S-O-S Sampling Valve, Hydraulic Oil

- Filter, Cartridge Type, Hydraulic
- Filters, Cartridge Type, Fuel
and Water Separator
- Radiator / Hydraulic Oil
Cooler (side-by-side)
- Spring Applied, Hydraulically Released,
Parking Brakes
- Hydrostatic Transmission
- Four Wheel Chain Drive

HYDRAULICS

- Standard Flow Auxiliary Hydraulics with
Continuous Flow
- CONTROLS:

- Electro/Hydraulic Implement Control, RH
- Electro/Hydraulic Hydrostatic
Transmission Control, LH

ELECTRICAL

- 12 Volt Electrical System
- 80 Ampere Alternator
- Ignition Key Start / Stop / Aux Switch
- Lights:- Gauge Backlighting
 - Two Rear Tail Lights
 - Two Rear Halogen Working Lights

- Two Adjustable Front
Halogen Lights
- Dome Light
- Backup Alarm
- Heavy Duty Battery, 880 CCA
- Electrical Outlet, Beacon

OPERATOR ENVIRONMENT

- Gauges :
 - Fuel Level
 - Hour Meter
- Operator Warning System Indicators:
 - Air Filter Restriction
 - Alternator Output
 - Armrest Raised / Operator
Out of Seat
 - Engine Coolant Temperature
 - Engine Oil Pressure
 - Glow Plug Activation
 - Hydraulic Filter Restriction
 - Hydraulic Oil Temperature
 - Park Brake Engages
 - Regeneration- Engine Emissions

- Ergonomic Contoured Armrest
- Adjustable Joystick Controls
- Control Interlock System, when Operator
Leaves Seat or Armrest Raised :
 - Hydraulic System Disables
 - Hydrostatic Transmission Disables
 - Parking Brake Engages
- ROPS Cab, Open, Tilt Up
- Anti-theft Security System w/6-button
keypad
- FOPS, Level I
- Top and Rear Windows
- Floormat
- Interior Rear View Mirror
- 12V Electric Socket

Storage compartment with netting
Adjustable Vinyl Seat

Horn
Hand (Dial) Throttle, Electronic

FRAMES

Lift Linkage, Vertical Path
Chassis, One Piece Welded
Machine Tie Down Points (4)

Belly Pan Cleanout
Support, Lift Arm
Rear Bumper, Welded

OTHER STANDARD EQUIPMENT

Engine Enclosure - Lockable
Extended Life Antifreeze (-37C, -34F)
Coupler, Mechanical
Hydraulic Oil Level Sight Gauge
Radiator Coolant Level Sight Gauge
Radiator Expansion Bottle
Cat Tough Guard Hose
Heavy Duty Flat Faced Quick Disconnects
with Integrated Pressure Release

Split D-Ring to Route Work Tool Hoses
Along Side of Left Lift Arm
Variable Speed Hydraulic Cooling Fan
Per SAE J818-2007 and EN 474-3:2006 and
ISO 14397-1:2007
Rated Operating Capacity:
- 2700 lb
- 1225 kg

MACHINE SPECIFICATIONS

Description	Reference No	List Amount
262D SSL TIER 4 FINAL HRC	345-5262	\$50,280.00
INSTRUCTIONS, ANSI, USA	388-8147	
FILM, SELF LEVEL, ANSI	435-9238	
SEAT,AIR SUSPENSION,VINYL,HEAT	345-6349	\$790.00
DISPLAY, ADVANCED, LCD, CAMERA	416-9265	\$1,400.00
BATTERY, HEAVY DUTY, 850 CCA	492-6088	
LIGHTS, HALOGEN	495-1672	
SEAT BELT, 3"	258-4096	\$143.00
FAN, COOLING, DEMAND	486-6957	
TIRES, 12/16.5 CAT 10PR	185-8666	\$429.00
SERIALIZED TECHNICAL MEDIA KIT	421-8926	
RETURN TO DIG/WRKTL POSITIONER	345-5234	\$291.00
COUNTERWEIGHT,MACHINE,EXTERNAL	345-5148	\$1,040.00
TWO SPEED WITH RIDE CONTROL	345-4929	\$3,140.00
FILM, RIDE CONTROL, ANSI	422-3445	
CONVERSION ARRANGEMENT	421-0340	
PRODUCT LINK, CELLULAR PL240	441-4818	
ROPS, ENCLOSED WITH A/C (C3)	345-4919	\$4,955.00
DOOR, CAB, POLYCARBONATE	345-6260	\$217.00
PACKAGE, PERFORMANCE, (H3) – HIGH FLOW PUMP	468-0737	\$4,575.00
QUICK COUPLER, HYDRAULIC	515-8591	\$1,005.00
RADIO READY	345-6175	\$156.00
CONTROL, ISO, PROP, WT	485-0415	\$890.00
MACHINE ATTACHMENTS		
BUCKET-GP, BOCE 72"	279-5373	\$1,708.00
18" COLD PLANER, PC305B	424-7130	\$19,444.00
KIT, WATER SPRINKLER	231-2590	\$203.00
TRENCHER, T6B, MAN. 6" COMBO	261-8559	\$5,764.00
FORKS, 48" PALLET W/ CARRIAGE	353-1697	\$1,143.00
TANK, WATER	482-5132	\$1,838.00
BROOM, UTILITY, BU118, BOCE	493-2259	\$5,375.00
KIT, WATER SPRINKLER	256-9335	\$235.00
TY CUSHION TIRES - TREAD	TY-1216	\$2,441.00

Sell Price	\$107,462.00
CAT GOVERNMENTAL DISCOUNT	(\$23,392.22)
Net Balance Due	\$84,069.78
CA SALES TAX (7.75%)	\$6,515.41
After Tax Balance	\$90,585.18
Trade-in: Case 580C S/N 8969962 - as inspected	(\$8,000.00)
Grand Total	\$82,585.18

WARRANTY

Standard Warranty: 12 Months Full Machine

PREMIER WARRANTY 36 Months / 1500 Hours

F.O.B./TERMS

Riverside Machine

FINANCING

Finance terms and conditions subject to credit approval by Caterpillar Financial Services Inc.(CFSC). Payment amounts, down payments, and terms are estimates only, final amounts must be determined by CFSC.

ADDITIONAL CONSIDERATIONS

Accepted by _____ on _____

Signature



Quote USED MACHINE

September 8, 2017

IDYLLWILD WATER DISTRICT
P O BOX 397
IDYLLWILD
California
92549-0397

Attention: Jack

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

CATERPILLAR INC. Model: 262D Skid Steer Loader

Year: 2015 **Stock #:** CCU000275 **Serial #:** DTB03164 **SMU/Hrs:** 1249

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Jose Farias
Machine Sales Representative

MACHINE SPECIFICATIONS

MODEL #: 262D
 Year #: 2015
 Stock #: CCU000275
 Serial #: DTB03164
 SMU/Hrs: 1249

\$46,000.00

▪ EROPS	▪ AIR CONDITIONER
▪ HEATER	▪ RIDE CONTROL
▪ BUCKET	▪ COUPLER, HYDRAULIC
▪ 2 SPEED TRAVEL	▪ CE PLATE
▪ LIGHTING	▪ AM FM RADIO
▪ ELECTRIC COUPLER	▪ TIRES, 12X16.5 10PR CAT
▪ 262D SSL TIER 4 HRC	▪ HEATER, ENG, 120V
▪ BELT, SEAT, 2"	▪ CAB, (A/C), (C3)
▪ QUICK COUPLER, ELE	▪ CTWT, MACH, EXT
▪ TWO SPEED W/CONTROL	▪ CONVERSION ARRANGEMENT
▪ PKG, PERFORMANCE (H3)	▪ DOOR, CAB, POLY
▪ RADIO, AM/FM, CD, BL	▪ BATTERY, XHD, 1000
▪ SEAT, AIR SUSP, VIN	▪ ENGINE S/N 8FC0488
▪ DISPLAY, LCD CAMERA	
▪ EIN # LE8X94	

MACHINE ATTACHMENTS

Description	Reference No	List Amount
MACHINE ATTACHMENTS		
BUCKET-GP, BOCE 72"	279-5373	\$1,708.00
18" COLD PLANER, PC305B	424-7130	\$19,444.00
KIT, WATER SPRINKLER	231-2590	\$203.00
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TANK, WATER	482-5132	\$1,838.00
BROOM, UTILITY, BU118, BOCE	493-2259	\$5,375.00
KIT, WATER SPRINKLER	256-9335	\$235.00
TY CUSHION TIRES - TREAD	TY-1216	\$2,441.00

Net Balance Due	\$84,151.00
CA SALES TAX (7.75%)	\$6,521.70
After Tax Balance	\$90,672.70
Trade-in: Case 580C S/N 8969962 - as inspected	(\$8,000.00)
Grand Total	\$82,672.70

WARRANTY

Standard Warranty: 12MO/ 1000 Powertrain & Hydraulic

F.O.B/TERMS

Riverside Machine

FINANCING

Finance terms and conditions subject to credit approval by Caterpillar Financial Services Inc.(CFSC). Payment amounts, down payments, and terms are estimates only, final amounts must be determined by CFSC.

ADDITIONAL CONSIDERATIONS

Accepted by _____ on _____

Signature

Memo

To: Board of Directors

From: Interim General Manager

Date: October 25, 2017

Subject: ITEM #5 - CONSIDER APPROVING AN AGREEMENT WITH ERSC TO UPDATE THE FOSTER LAKE 1974 INUNDATION STUDY

Recommendation

That the Board of Directors authorize the General Manager to execute an agreement with ERSC to update the Foster Lake Dam Inundation Study for a fee of \$68,280.

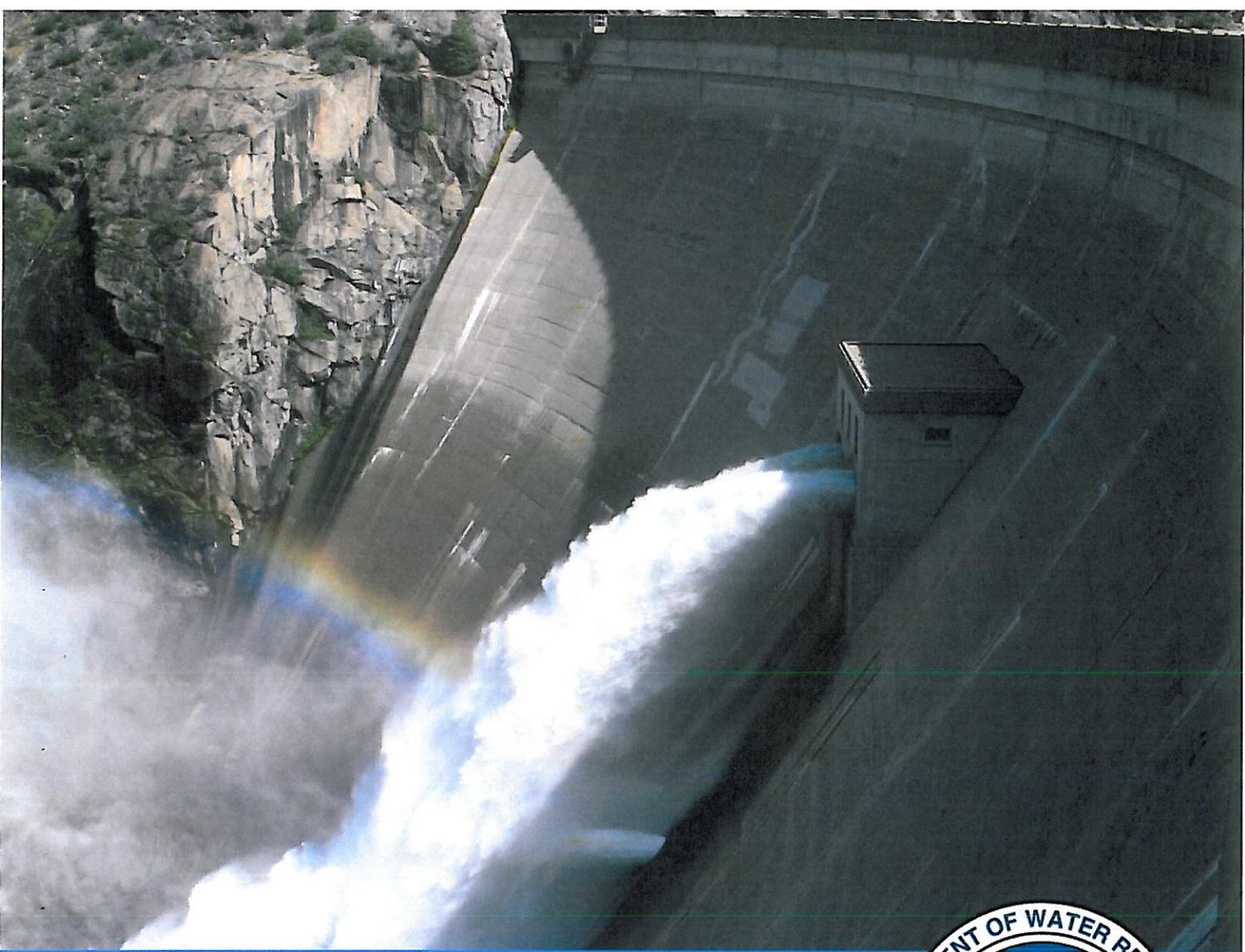
Background

In a reaction to the confusion and damage that occurred at Oroville Dam in the Spring of 2017, the California State Legislature, as part of budget trailer bills, added Sections 6160 and 6161 to the State Water Code requiring dam owners whose dams meet the “high” hazard classification (Foster Lake Dam is in this category) to prepare an emergency action plan (EAP) by January 1, 2019. Prior to this date, as required under the new law, an inundation map must be submitted for review and approval by the Division of Safety of Dams.

Idyllwild Water District’s inundation study for Foster Lake Dam was developed in 1974 and is out of date with the additional growth and development that has occurred over the last 43-years. Staff contacted ERSC as the successor to Neste, Burdin and Stone which prepared the 1974 study. Staff also contacted Mead & Hunt, a Sacramento engineering firm that performs these studies for multiple entities statewide. Both fees were comparable but ERSC offers more local coordination and a history of working with the District.

Although the fee is substantial in absolute terms, it represents significant labor effort for surveying and modeling to comply with the state requirements.

Attachments



State of California
California Natural Resources Agency
Department of Water Resources
Division of Safety of Dams



Dams Within Jurisdiction of the State of California

September 2017

Dams Listed Alphabetically by Dam Name

DSOD – Data Definitions – Page i

Dam Number

Unique identification number used for inventorying dams in California based on the jurisdictional status of a dam. This number is assigned and used by the Division of Safety of Dams (DSOD).

National Inventory of Dams Identification Number (National ID No.)

Unique identification number used for inventorying dams in the U.S. Army Corp of Engineers' National Inventory of Dams (NID) database. DSOD is responsible for assigning this number for dams in California.

Dam Name

The dam name as given by the owner, which may not be unique and may differ from the name of the lake.

Owner Name

The entity or person with legal responsibility for the dam.

Owner Type

Owners are organized into the following categories:

- Associations (Home Owners Associations, etc.)
- City, city agency, or city district
- County, county agency, or county district
- Individual owner/Private citizen (Owner Name not provided)
- Park, sanitation, utility, or water district
- Private company, corporation, LLC, or partnership
- Private trusts and estates
- State Agency
- Water agency or authority

Dam Height

Vertical distance from the downstream toe of the dam to the dam crest (measured in feet).

Crest Length

Distance measured along the dam crest from one abutment to the other (measured in feet).

Reservoir Capacity

Maximum amount of water that the dam can impound (measured in acre-feet).

Dam Type

A four letter code describing and categorizing the principal material, style, or construction method of the dam:

- | | |
|--------------------------------|---------------------------------|
| • CORA Constant Radius Arch | • MULA Multiple Arch |
| • CRIB Crib Wall | • RECT Reinforced Concrete Tank |
| • ERRK Earth and Rock | • ROCK Rock Fill |
| • EARTH Earthen Embankment | • SLBT Slab and Buttress |
| • FLBT Flashboard and Buttress | • VARA Variable Radius Arch |
| • GRAV Gravity | • INFL Inflatable |
| • HYDF Hydraulic Fill | • RCC Roller Compacted Concrete |

Certified Status

The certified status of a dam is one of three statuses:

Status	Description
Certified	Jurisdictional sized dams that may safely impound water to the elevation specified on the Certificate of Approval.
Certified/Inop	Jurisdictional sized dams without water impounding capabilities under reasonable foreseeable conditions, taking into account the size of the drainage area.
Not Certified	Jurisdictional sized dams that operate without a Certificate of Approval. Generally, these dams are in the process of becoming certified, altered to less than jurisdictional size, or being removed.

DSOD – Data Definitions – Page ii

Downstream Hazard

The downstream hazard is based solely on potential downstream impacts to life and property should the dam fail when operating with a full reservoir. This hazard is not related to the condition of the dam or its appurtenant structures. The definitions for downstream hazard are borrowed from the Federal Guidelines for Inundation Mapping of Flood Risks Associated with Dam Incidents and Failures (FEMA P-946, July 2013). FEMA categorizes the downstream hazard potential into three categories in increasing severity: Low, Significant, and High. DSOD adds a fourth category of "Extremely High" to identify dams that may impact highly populated areas or critical infrastructure, or have short evacuation warning times.

Downstream Hazard Classification	Loss of Human Life	Economic, Environmental, and Lifeline Losses
Low	None expected	Low and generally limited to owner's property
Significant	None expected	Yes
High	Probable (one or more expected)	Yes, but not necessary for this classification
<i>Extremely High</i>	Considerable	Yes, major impacts to critical infrastructure or property

Condition Assessment

California DSOD uses NID's condition rating definitions, with additional criteria, as a guideline in assigning condition assessments.

Rating	National Inventory of Dams Definitions	California DSOD Additional Criteria
Satisfactory	No existing or potential dam safety deficiencies are recognized. Acceptable performance is expected under all loading conditions (static, hydrologic, seismic) in accordance with the applicable regulatory criteria or tolerable risk guidelines	None
Fair	No existing dam safety deficiencies are recognized for normal loading conditions. Rare or extreme hydrologic and/or seismic events may result in a dam safety deficiency. Risk may be in the range to take further action	<ul style="list-style-type: none"> • Dam has a long-standing deficiency that is not being addressed in a timely manner • Dam is not certified and its safety is under evaluation • Dam is restricted and operation of the reservoir at the lower level does not mitigate the deficiency
Poor	A dam safety deficiency is recognized for loading conditions that may realistically occur. Remedial action is necessary. A poor rating may also be used when uncertainties exist as to critical analysis parameters that identify a potential dam safety deficiency. Further investigations and studies are necessary	Dam has multiple deficiencies or a significant deficiency that requires extensive remedial work
Unsatisfactory	A dam safety deficiency is recognized that requires immediate or emergency remedial action for problem resolution	None
Not Rated	The dam has not been inspected, is not under State jurisdiction, or has been inspected but, for whatever reason, has not been rated	None

Reservoir Restrictions

DSOD may direct or order an owner to operate the reservoir to a specified water surface elevation level that is lower than the maximum storage level. In addition, owners may self-impose a restriction as a result of an owner-initiated study that identifies a dam safety issue. Reservoir restrictions are typically imposed for deficiencies of the dam, spillway, low-level outlet, or other appurtenances with respect to dam safety.

Jurisdictional Dams

Listed Alphabetically by Dam Name

Dam Number	Dam Name		Owner Name	Dam Height	Reservoir Capacity	Certified Status	Condition Assessment	County
National ID No.	Latitude	Longitude	Owner Type	Crest Length	Dam Type	Downstream Hazard	Reservoir Restrictions	Year Built
1495.000	Forest Meadows		Sierra Golf Management	60	108	Certified	Fair	Calaveras
CA01120	38.16	-120.41	Private company, corporation, LLC, partnership	457	ERTH	Low	No	1975
20.002	Foss Creek North Area		City of Healdsburg	19	85	Certified	Satisfactory	Sonoma
CA01431	38.64	-122.87	City, city agency, or city district	1,100	ERTH	Significant	No	1998
2415.000	Foss Valley		Atlas Peak Vineyards	56	800	Certified	Satisfactory	Napa
CA01268	38.43	-122.28	Private company, corporation, LLC, partnership	2,500	ERTH	High	No	1988
827.000	Foster		Idyllwild Water District	38	56	Certified	Satisfactory	Riverside
CA00769	33.76	-116.73	Park, sanitation, utility, or water district	277	ERTH	High	No	1945
1050.005	Fountaingrove		City of Santa Rosa	38	427	Certified	Satisfactory	Sonoma
CA00988	38.48	-122.72	City, city agency, or city district	500	ERTH	Extremely High	No	1953
1034.009	Francis, Lake		Yuba County Water Agency	79	1,905	Certified	Satisfactory	Yuba
CA00866	39.36	-121.21	County, county agency, or county district	1,341	ERTH	Significant	No	2000
249.002	Fredonia		Mapes Ranch, Inc.	27	300	Certified	Satisfactory	Lassen
CA00523	40.70	-120.53	Private company, corporation, LLC, partnership	180	ERTH	Low	No	1914
61.006	French Lake		Nevada Irrigation District	100	13,800	Certified	Satisfactory	Nevada
CA00247	39.42	-120.54	Park, sanitation, utility, or water district	200	ROCK	Significant	No	1859
1.043	Frenchman		California Department of Water Resources	139	55,477	Certified	Satisfactory	Plumas
CA00032	39.89	-120.19	State agency	720	ERTH	High	No	1961
97.021	Fuller Lake		Pacific Gas and Electric Company	36	1,060	Certified	Satisfactory	Nevada
CA00351	39.34	-120.65	Private company, corporation, LLC, partnership	365	ERTH	Significant	No	1870

Count: 38

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



July 14, 2017

Mr. Jack Hoagland, General Manager
Idyllwild Water District
Post Office Box 397
Idyllwild, California 92549

Foster Dam, No. 827.000
Riverside County

The Division of Safety of Dams (Division) has updated the hazard classification for all dams under State jurisdiction with respect to dam safety. This classification is based solely on downstream hazard considerations, not the actual condition of the dam or its critical appurtenant structures. We have determined that the dam listed above has a "high" hazard classification. Dams in this category have the potential to cause loss of life or impacts to downstream property should they fail or undergo an uncontrolled release from the dam or major water impounding barrier.

Newly enacted state law that became effective July 1, 2017, requires dam owners to prepare an emergency action plan (EAP) for their dams and critical appurtenant structures under certain conditions and in specific time limits (Water Code Sections 6160 and 6161). For dams meeting the "high" hazard classification, the EAP must be completed and submitted for the subject dam by **January 1, 2019**. Prior to this date, as required under the new law, an inundation map must be submitted for review and approval by the Division.

Although this Division will be responsible for reviewing and approving the inundation maps, the California Office of Emergency Services (Cal OES) will oversee and approve EAPs in accordance with Government Code Section 8589.5. More information regarding EAPs and the legal responsibilities of dam owners is available at the following websites: www.water.ca.gov/damsafety and www.caloes.ca.gov. Additionally, the full text of the new law (SB 92, Committee on Budget and Fiscal Review, Statutes of 2017) can be found here: www.leginfo.legislature.ca.gov.

If there was an existing EAP as of March 1, 2017, the inundation map contained in the plan must still be submitted for our review and approval in accordance with Section 6161.(a)(4) of the Water Code. Once we determine the inundation map is sufficient, the EAP must be finalized and submitted to Cal OES and our office in accordance with Section 6161.(a)(3).

In accordance with the Federal Emergency Management Agency's guidelines, we consider EAPs a critical component of a responsible dam safety program. Therefore, we advise you to work closely with your local emergency management agency (EMA) and Cal OES and to coordinate your activities with them in order to facilitate an effective EAP development process. As part of our efforts to assist in these matters, local EMAs are being advised of these new requirements.

We will notify you if any changes occur that could affect these requirements. We look forward to working with you and appreciate your cooperation.

If you have any questions or need additional information, please contact Area Engineer Anna Kolakowski at (916) 227-4602 or Regional Engineer Shawn Jones at (916) 227-4600. Questions concerning EAPs should be directed to Cal OES at eap@caloes.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Sharon K. Tapia".

Sharon K. Tapia, Chief
Division of Safety of Dams

Certified Mail



100.000P

September 29, 2017

Mr. John “Jack” Hoagland
Idyllwild Water District
25945 Highway 243
Idyllwild CA 92549

INUNDATION STUDY FOR FOSTER LAKE

Dear Jack:

Engineering Resources of Southern California, Inc is pleased to present the following proposal for professional engineering services related to the evaluation of a potential breach of the dam at Foster Lake. This request is based on recent additions to the Water Code (Sections 61160, 6161 and 6162) that require the preparation and submittal of inundation maps to the Department of Water Resources.

Prior to preparing this proposal, ERSC has reviewed the previous analysis prepared by Neste, Brudin and Stone, Inc in November, 1974 and similar studies in the area to determine previous methods of analysis. In addition, research has been conducted to identify and evaluate current methods of conducting the required analysis. After completing this review and evaluation, ERSC has determined that a practical approach to the required analysis is the use of HEC-RAS hydraulic analysis program published by the U.S. Army Corps of Engineers.

Technical Document 39 (TD-39), Using HEC-RAS for Dam Break Studies, U.S Army Corps of Engineers, August 2014, provides guidelines for the use of various routines within the program to model a dam breach including routing the inflow flood hydrograph through the reservoir, estimating dam beach characteristics and downstream flood routing.

To complete the requested analysis, ERSC anticipates services, calculations and reviews that include the following general tasks.

- Research
- Field Surveys
- Photographic/Field Reconnaissance
- Hydrology
- Hydraulic Calculations
- Draft and Final Report

More specifically, research will focus on further review and evaluation of the assumptions, study limits, calculations and conclusions of the previous inundation analysis, review of similar studies in the area and research and development of dam breach parameters relevant to the area. Concurrently, design surveys will be conducted at Foster Lake and at critical points, typical street crossings, downstream of the Lake within Bear Trap Canyon and along Lilly Creek and Strawberry Creek. Design surveys also include a survey of the Lake to determine the pool volume at the current water surface elevation and at various road crossings downstream of the lake. Other survey data will be provided by Idyllwild Water District as a result of another project being designed by another Consultant.

Photographic and field reconnaissance will be conducted to verify and augment data gathered during field surveys, catalog watershed characteristics, gather ground level photographs and review the upstream and downstream face of the dam and spillway. After cataloging and reviewing all available information, determine the design storm frequency and duration for use in the development of the inflow flood hydrograph and subsequent addition of stream flows downstream. This storm will likely have a duration of 3 hours and the storm frequency will fall between 10- and 100-years.

Finally, using HEC-RAS in conjunction with the dam breach parameters, ERSC will conduct a level pool routing analysis to determine the dam breach discharge. This discharge will then be routed downstream from Foster Lake to a point approximately 2 miles downstream to determine the required inundation limits. These study limits deviate from the study limits in the 1974 study, however, the reduced limits seem reasonable given the absence of any private or public improvements within the area downstream of Tollgate Road. Once the routing computations are complete and considered stable, a draft and final report will be authored that provides details related the outcome of the tasks completed as part of the scope of work

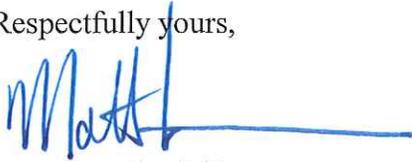
For your review, we have prepared the following documents:

1. Exhibit "A" Scope of Services for the Inundation Study - Foster Lake
2. Exhibit "B" Fee Estimate for the Inundation Study – Foster Lake.

These documents are appended to this letter for your use.

If you have any questions regarding this proposal, please give me a call at (951) 765-6622.

Respectfully yours,

A handwritten signature in blue ink that reads "Matt" followed by a long horizontal line extending to the right.

Matt Brudin, P.E.

Principal

MB/mb

EXHIBIT "A"

SCOPE OF SERVICES INUNDATION STUDY – FOSTER LAKE IDYLLWILD, CA

RESEARCH

Conduct research with the Idyllwild Water District and Department of Water Resources (DSOD) to gather any available information related the construction and on-going operation of Foster Lake. This data will include construction drawings, historic and current lake levels and overflow history, and, site specific information such as material or soil properties used in the dam, impervious core or filter, materials used for the impervious core, embankment materials/protection, embankment slopes, historic seepage information and known foundation or abutment issues.

Also, contact the California Department of Transportation and the County of Riverside to acquire record drawings for street and drainage improvements at various road crossings within the limits of the analysis, as well as any flow data available for the various streams involved in the analysis. Contact other agencies in the area to acquire other information that may be available and helpful in making the determination of dam breach parameters and completing the overall study.

FIELD SURVEYS

Conduct field surveys to gather information necessary to develop topography needed to aid in the development of required dam breach parameters and to complete the dam breach analysis. Consultants will be secured to complete a survey of Foster Lake and to provide topographic data along the dam, ordinary high water mark and cross sections of the spillway.

The proposed survey of the dam will involve the use of bathymetric methods to map the lake bottom for use in development of a depth volume relationship for use during the level pool routing analysis. Conventional methods will also be used to establish horizontal and vertical control and to survey various road crossings downstream of the Lake along the flood path. This data includes the road profile, stream cross sections upstream and downstream of the roadway and the invert, soffit and geometry of the conveyance at each road crossing. Road crossings to be surveyed include Tollgate Road (Apela Drive), Delano Road, Campground Road and State Route 243.

PHOTOGRAPHIC AND FIELD RECONNAISSANCE

Review available aerial photography along the alignment of Strawberry Creek, Lilly Creek and Bear Trap Canyon to identify potential anomalies in the stream cross section or slope and level of vegetation present in the various reaches being studied. Conduct field visits of the locations identified in the review of aerial photography to review the condition of the streambed relative to geologic make-up, presence and type of vegetation, on-going

degradation or aggradation and to determine roughness and the location of supplementary cross sections. Finally, visit Foster Lake and complete visual evaluation of the dam face and crest, lake edge and the spillway crest and channel.

HYDROLOGIC CALCULATIONS

Giving consideration to literature and data gathered during research and the design surveys, determine the return frequency and duration of the inflow flood hydrograph. As indicated above, this will likely have a duration of 3-hours and a return frequency between 10- and 100-years.

Once the design storm has been established, prepare synthetic unit hydrograph hydrology for use during the analysis of the various streams during a potential dam breach. The flood hydrographs will be developed using methods and criteria outlined in the Riverside County Flood Control and Water Conservation District Hydrology Manual dated April 1978. Data contained in this Manual will be supplemented with rainfall data from NOAA Atlas 14 and soils information from the Natural Resource Conservation Service website. Likely concentration points for the development of flood hydrographs include major stream confluences and the road crossings listed in the section of this proposal dedicated to Design Surveys.

DAM BREACH ANALYSIS AND STREAM HYDRAULICS

Utilizing data developed during research, field surveys and field reconnaissance and the guidance provided in TD-39, develop dam breach parameters for use in the level pool routing analysis. Level pool routing will be utilized based on the limited size (short and wide) and volume of the lake and will assume failure based on overtopping rather than piping/seepage, foundation failure or other potential causes.

Dam breach parameters such as failure location, failure mode, shape, critical breach development time and breach weir coefficients will be estimated based on the assumption of failure due to overtopping as indicated above. In addition, breach shape characteristics, average breach width, breach bottom width, breach height, height of water and failure time will be estimated based on regression equations listed in the HEC-RAS guidance document. Development of these parameters will be based on several regression methods to provide a range of values for use in testing the sensitivity of the models.

Each set of dam breach parameters and failure times will produce a different outflow hydrograph. Therefore, each outflow hydrograph will be routed downstream through the entire study area to evaluate the effect of the breach parameters on the flood hydrographs and inundation levels. Once the dam breach model sensitivity has been determined and the appropriate breach parameters have been selected, construct the balance of the hydraulic model by locating and developing cross sections downstream of Foster Lake. Cross sections will be established at maximum 500 foot spacing with additional cross sections placed at contractions and expansions in the streambed, stream confluences, areas where roughness changes and at critical road crossings. Once the entire model has been constructed, the hydraulics of the system of creeks downstream of Foster Lake will be estimated and the

associated inundation limits will mapped and field verified.

DRAFT AND FINAL REPORT

Prepare a draft report on the outcome of the Dam Breach Analysis for Foster Lake. The intent of the report will be to summarize, and provide support for, the research and assumptions, criteria, parameters, modeling methods and outcome for the dam breach analysis, downstream river hydraulics and inundation limits.

Potential topics that may be addressed in the draft report include:

- Introduction
- History and Research
- Approach and Assumptions
- Methods and Criteria
- Computer Programs and Modeling
- Model Predictions
- Inundation Mapping
- Analysis and Conclusions

The draft report will be submitted to District for review and comment. Once comments have been received, the final report will be prepared and provided to the District.

EXCLUSIONS

The above Scope of Services is specific to this project and is subject to certain exclusions. These exclusions include environmental documents, archeology and paleontology studies, biological studies, resource agency permits, architecture, geotechnical engineering, percolation and infiltration studies, construction drawings of any kind, well design, traffic control plans, permit fees and agency fees.

EXHIBIT "B"

**FEE ESTIMATE
INUNDATION STUDY – FOSTER LAKE
IDYLLWILD, CA**

RESEARCH	\$ 6,660
FIELD SURVEYS	\$ 24,620
PHOTOGRAPHIC AND FIELD RECONNAISSANCE	\$ 3,000
HYDROLOGIC CALCULATIONS.....	\$ 9,400
DAM BREACH ANALYSIS AND STREAM HYDRAULICS.....	\$ 18,300
DRAFT AND FINAL REPORT.....	\$ 5,800
<i>Subtotal.....</i>	<i>\$ 67,780</i>
REIMBURSABLE EXPENSES	\$ 500
<i>Total.....</i>	<i><u>\$ 68,280</u></i>

Memo

To: Board of Directors

From: Interim General Manager

Date: October 25, 2017

Subject: ITEM #6 – REAPPOINTMENT OF BOARD MEMBERS

Recommendation

That the Board of Directors note the reappointment of Board Members by the Riverside County Board of Supervisors.

Background

Idyllwild Water District was scheduled to have an election for four board members ending August 29, 2017. Since only the incumbent board members applied to participate in the election process, no election was held and the incumbent board members were appointed “in lieu” to serve in the terms for which they ran:

Dr. Charles A. Schelly, Short Term, December 1, 2017 to December 6, 2019

Peter Szabadi, Short Term, December 1, 2017 to December 6, 2019

Geoffrey Caine, Regular Term, December 1, 2017 to December 3, 2021

Note the District will again have four seats up for election in 2019, as, in addition to Directors Schelly and Szabadi, Directors Kunkle and Dearing’s seats will be up for consideration.

Attached for information are the Certificates of President Schelly.

Attachments

REBECCA SPENCER
Registrar of Voters



ART TINOCO
Assistant Registrar of Voters

REGISTRAR OF VOTERS
COUNTY OF RIVERSIDE

September 7, 2017

Charles A. Schelly
PO Box 1192
Idyllwild, CA 92549

Dear Mr. Schelly:

SUBJECT: Idyllwild Water District, Short Term

Since the scheduled election was not held in your district, the Board of Supervisors has appointed you to office in lieu of election.

A certificate showing your term of office is enclosed. Please note that your term of office begins on December 1, 2017.

The original copy is to be filed with the District Secretary and the colored copy is for you to retain for your files. The oath must be subscribed and sworn to before an authorized official (District Secretary, Registrar of Voters or one of her deputies, or a notary public) before entering upon the duties of office and filed promptly with the District Secretary. **(Do not file the colored copy).**

If you have any questions, please do not hesitate to call Leticia Flores at (951) 486-7212 or Rachel Rathbone at (951) 486-7318.

Sincerely,

REBECCA SPENCER
Registrar of Voters

By: 
Leticia Flores
Elections Coordinator

Enclosures

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

State of California)
) ss.
County of Riverside)

I, **REBECCA SPENCER**, Registrar of Voters in and for the County of Riverside, State of California, do hereby certify that in lieu of the election on August 29, 2017, which was not held,

CHARLES A. SCHELLY

was appointed to the office of **Director, Idyllwild Water District, Short Term** for a term commencing December 1, 2017 and ending December 6, 2019.



IN WITNESS WHEREOF, I have hereunto affixed my hand and seal on September 7, 2017.

REBECCA SPENCER, Registrar of Voters

By *Leticia Jus*
Deputy

OATH OF OFFICE
(Required by Article XX, Constitution of California)

State of California)
) ss.
County of Riverside)

I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me
_____, 2017

Signature _____

Address _____

City _____

Signature of Authorized Official

Title

**FILE THIS OATH OF OFFICE WITH THE
DISTRICT SECRETARY PROMPTLY**