



REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

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

Topic: Board of Directors Meeting

Time: April 21, 2021 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93536499471?pwd=WTZ0NHNRdzJCcmc0MWRGcldVWTNVZz09>

Meeting ID: 935 3649 9471

Passcode: 999999

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Meeting ID: 935 3649 9471

Passcode: 999999

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

AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

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

1. CONSENT CALENDAR

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

A. MINUTES

Regular Board Meeting: March 17, 2021

Special Board Meeting: March 23, 2021



B. FINANCIAL REPORTS

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

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

C. OPERATIONS REPORT

D. GENERAL MANAGER REPORT

DISCUSSION ITEMS

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

ACTION ITEMS

5. **APPROVAL OF GENERAL MANAGER CONTRACT**
Board of Directors will consider approving the General Manager contract.
6. **PURCHASE RAIN GAUGE**
Board of Directors will consider the purchase of a rain gauge.

DIRECTORS COMMENTS

ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for May 19, 2021 at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

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



MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

March 17, 2021 - 6:00 P.M.

AGENDA

CALL TO ORDER

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

ROLL CALL

Directors present: President Schelly, Vice President Szabadi, Director Hunt, Director Kunkle, and Director Gin via phone.

Staff Present: General Manager/Interim Board Secretary, Leo Havener, Hosny Shouman, Chief Financial Officer, and Joe Reyes, Chief Water Operator.

PUBLIC COMMENTS

None.

1. CONSENT CALENDAR

A. MINUTES

Regular Board Meeting: February 17, 2021

B. FINANCIAL REPORTS

1. Income statement for the eighth-month ending February 2021

2. District warrants for February 2021

Check #16453- 16486	= \$	115,350.57
Gross Payroll	= \$	64,796.00
Federal/State PR taxes	= \$	5,879.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	239.00

C. OPERATIONS REPORT

Director Kunkle inquired as to operations.

DIRECTORS' COMMENTS

Directors Kunkle and Szabadi inquired about various expenses.



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

The vote was as follows:

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

Motion approved.

D. GENERAL MANAGER REPORT

General Manager Havener provided a presentation.

DIRECTORS' COMMENTS

Vice President Szabadi and Director Gin inquired about various items.

PUBLIC COMMENTS

None.

DISCUSSION ITEMS

2. SEWER AD HOC COMMITTEE FINDINGS

Director Hunt presented the committee findings and that the existing EDU policy is good. Director Kunkle mentioned the District does not have policing powers require inspection of existing services.

3. RAINFALL AND SNOW GAUGES

General Manager Havener presented the function and purpose for having a rainfall and snow gauge. The purchase of a gauge will be an action item at the April Board meeting.

ACTION ITEMS

4. RESOLUTION NO. 781 4-10 WORK SCHEDULE

Board of Directors will consider approving Resolution 781 providing a 4-10 work schedule beginning on Daylight Savings Time to the end of Daylight Savings Time.

PUBLIC COMMENTS



Members of the public asked questions and gave opinions of the proposed 4 – 10 work schedule.

DIRECTORS' COMMENTS

Director Hunt suggested staff work a 9/80 schedule or a 4 – 10 schedule Monday through Saturday. Director Kunkle suggested the 4 – 10 schedule would not be beneficial during Winter and Fall. Director Gin inquired if there is manner to measure the efficiency of the 4 – 10 schedule. Vice President Szabadi inquired as to staff and coverage on Friday's. President Schelly mentioned the affect COVID-19 has had on operations and how the District is attempting to improve employee retention.

A MOTION was made by Vice President Szabadi to approve Resolution 781 providing a 4-10 work schedule beginning on April 1st, instead of Daylight Savings Time, and to end on September 30th, instead of Daylight Savings Time. Director Gin seconded.

The vote was as follows:

AYES

President Schelly
Vice President Szabadi
Director Gin

NAYS

Director Hunt
Director Kunkle

ABSTAIN

ABSENT

Motion approved.

Board directed General Manager to check with staff if there was interest in working 9/80 schedule or a 4 – 10 schedule Monday through Saturday.

5. RESCIND RESOLUTION NO. 763 PARTIAL FORGIVENESS ADJUSTMENT FOR WATER LEAKS

Board of Directors will consider rescinding Resolution No. 763 Partial Forgiveness Adjustments for Water Leaks.

PUBLIC COMMENTS

None.

DIRECTORS' COMMENTS

None.

A MOTION was made by Vice President Szabadi to rescinding Resolution No. 763 Partial Forgiveness Adjustments for Water Leaks. Director Gin seconded.

The vote was as follows:



AYES

President Schelly
Vice President Szabadi
Director Hunt
Director Gin
Director Kunkle

NAYS

ABSTAIN

ABSENT

Motion approved.

6. DONATION TO IDYLLWILD FIRE DEPARTMENT FOR COMMUNITY SIREN

Board of Directors will reconsider a donation of District funds to the Idyllwild Fire Department exclusively for the installation of a community alert siren.

PUBLIC COMMENTS

There was an inquiry into District finances. Fire Chief Mark LaMont addressed questions.

DIRECTORS' COMMENTS

Director Hunt requested the Board reconsider contributing to the community siren project.

A MOTION was made by Director Hunt to make a one-time donation of \$10,000 and \$500 annually of District funds to the Idyllwild Fire Department exclusively for the installation of a community alert siren. Vice President Szabadi seconded.

The vote was as follows:

AYES

President Schelly
Vice President Szabadi
Director Hunt
Director Gin

NAYS

ABSTAIN

Director Kunkle

ABSENT

Motion approved.

DIRECTORS COMMENTS

Board workshop is tentatively scheduled for Saturday, May 15, 2021.

The Board took a five (5) minute recess at 8:03 p.m. before moving into closed session.

CLOSED SESSION

7. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (1



Case)

Significant exposure to litigation pursuant to Govt. Code § 54956.9(a)-(b), (d)(2).

8. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Manager

The Board resumed Open Session at 8:07 p.m.

ACTION TAKEN

Item 7 was not discussed. No action taken.

ADJOURNMENT

Board adjourned at 8:10 p.m.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Leo Havener
INTERIM BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT



MINUTES SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

March 23, 2021 - 6:00 P.M.

AGENDA

CALL TO ORDER

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

ROLL CALL

Directors present: President Schelly, Vice President Szabadi, Director Kunkle, Director Gin, and Director Hunt via Zoom.

Staff Present: General Manager/Interim Board Secretary, Leo Havener

PUBLIC COMMENTS

None

The Board move into Closed Session.

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Manager

The Board resumed Open Session at 6:40 p.m.

ACTION TAKEN

Vice President Szabadi gave a brief overview of the General Manager agreement.

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

The vote was as follows:

AYES

President Schelly
Vice President Szabadi
Director Gin

NAYS

Director Kunkle
Director Hunt

ABSTAIN

ABSENT



Motion approved.

ADJOURNMENT

Board adjourned at 6:41 p.m.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Leo Havener
INTERIM BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT

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

CONDENSED CATEGORY	FOR THE MONTH OF		MARCH 2021
	ACTUAL	BUDGET	
OPERATING REVENUES:			
BASE-RESIDENTIAL/COMMERCIAL	70,112	70,112	0
SALES-RESIDENTIAL/COMMERCIAL	41,756	47,000	-5,244
OTHER OPERATING REVENUE	2,100	3,100	-1,000
OTHER NON-OPERATING REVENUE*	0	0	0
TOTAL OPERATING REVENUES	113,968	120,212	-6,244
			-5.19%
OPERATING REVENUE BY CATEGORY	FOR THE MONTH OF	MARCH	2020
	ACTUAL	BUDGET	F (U) VARIANCE %
BASE RATE - RESIDENTIAL	52,287	52,287	0
BASE RATE - COMMERCIAL	17,825	17,825	0
SALES-RESIDENTIAL	22,684	25,000	-2,316
SALES-COMMERCIAL	19,072	22,000	-2,928
SALES-SEWER	0	0	0
SALES-CONSTRUCTION/OTHER	0	0	0
TRANSFER FEES	0	0	0
TURN ON/OFF FEES	0	0	0
LIEN & LIEN RELEASE FEES	0	0	0
DELINQUENCY FEES	0	0	0
WILL SERVE LETTER FEES	100	100	0
OTHER MISCELLANEOUS	0	0	0
INSTALLATION FEES	2,000	3,000	-1,000
CAPACITY FEES	0	0	0
TOTAL OPERATING REVENUES	113,968	120,212	-6,244
			-5.19%

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

FOR THE MONTH OF MARCH 2021

CUBIC FEET OF SALES:	Residential	Commercial	Total
	C,F	C,F	
R1 5/8	398,238	62,000	460,238
R2 3/4	8,600	11,140	19,740
R3 1"	7,430	82,790	90,220
R4 1.1/2"	0	25,070	25,070
R5 2"	0	12,350	12,350
R6 3"	0	1,185	1,185
IA 3"	0	59,090	59,090
NC-WWTTP	0	2,510	2,510
TOTAL CUBIC FEET OF SALES	414,268	256,135	670,403

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

Sewer Acct	S		S		S
Fire Services F "2"	0	0	0	0	0
Fire Services F "3"	0	0	0	0	0
Fire Services F "4"	0	3	3	3	3
Total Idyllwild Customers	418	167	585	2,254	2,254

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

FOR THE MONTH OF MARCH 2021

WATER OPERATING EXPENSES:

BY CATEGORY	ACTUAL	BUDGET	VARIANCE	%
1-WAGES AND SALARIES EXPENSES	51,750	62,000	10,250	16.53%
2-RETIREMENT PLAN AND LIFE INSURANCE	5,850	6,000	150	2.50%
3-MEDICAL INSURANCE	9,888	12,000	2,112	17.60%
4-UNIFORM EXPENSES	166	438	272	62.06%
5-WORKER'S COMP INSURANCE	0	500	500	100.00%
6-RETIREMENT MEDICAL INSURANCE	3,998	3,500	-498	-14.23%
7-BOARD REIMBURSEMENT	100	500	400	80.00%
8-OFFICE SUPPLIES	1,756	2,000	244	12.20%
9-OFFICE CLEANING SERVICE	210	280	70	25.00%
10-POSTAGE AND MAILING FEE	699	900	201	22.33%
11-TRAINING AND EDUCATION	0	200	200	100.00%
12-TRAVELING , MILEAGE, MEALS REIMBURSEMENT	0	629	629	100.00%
13-DUES ,FEES , SUBSCRIPTIONS	906	2,000	1,094	54.70%
14-ADVERTISING AND PUBLISHING	0	542	542	100.00%
15-COMPUTER SERVICES	2,327	2,500	173	6.92%
16-LEGAL SERVICES	5,600	3,500	-2,100	-60.00%
17-ENGINEERING AND CONSULTING	0	200	200	100.00%
18-UTILITIES - ELECTRICITY	6,478	5,000	-1,478	-29.56%
19-UTILITIES - GAS& FUEL	678	800	122	15.25%
20-UTILITIES - PROPANE	487	325	-162	-49.85%
21-UTILITIES - TELEPHONE INTERNET	833	761	-73	-9.53%
22-UTILITIES - WASTE MANAGEMENT FEE	210	184	-26	-14.03%
23-AUTO AND PROPERTY INSURANCE	0	500	500	100.00%
24-STATE-COUNTY WATER SYSTEM FEES	0	2,000	2,000	100.00%
25-GENERAL PLANT & TREATMENT SERVICES	19,105	5,000	-14,105	-282.10%
26- VEHICLES REPAIRS AND MAINTENANCE	1,187	500	-687	-137.40%
27-LABORATORY SERVICES	0	1,500	1,500	100.00%
28-WATER SECURITY SYSTEM	0	771	771	100.00%
29-PROPERTY TAX EXPENSES	0	233	233	100.00%
30 - COMPENSATED TIME	0	500	500	100.00%
31-BANK FEE CHARGE	0	300	300	100.00%
32-WATER MAINTENANCE AND PUMP REPAIR	750	1,500	750	50.00%
33-ACCOUNTING AND AUDITTING FEE	0	500	500	100.00%
34 - WATER LEAK (IWD Leak Side)	0	500	500	100.00%
TOTAL OPERATING EXPENSES:	112,978	118,062	5,084	4.31%
TOTAL INCOME AND (LOSS)	990	2,150		

**BYFIELD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR THE MONTH ENDING MARCH 2024**

FOR THE MONTH OF MARCH 2024

CONDENSED BY CATEGORY	FOR THE MONTH OF MARCH 2024			%
	ACTUAL	BUDGET	VARIANCE	
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	58,080	58,080	0	0.00%
OTHER OPERATING	0	0	0	0.00%
TOTAL OPERATING REVENUES	58,080	58,080	0	0.00%
OPERATING EXPENSES:				
1- WAGES AND SALARIES	10,340	18,000	7,660	42.56%
2- RETIREMENT AND LIFE INSURANCE	1,777	2,500	723	28.92%
3- MEDICAL INSURANCE	3,476	5,000	1,524	30.48%
4- UNIFORM EXPENSE	99	300	201	67.00%
5- WORKERS COMPENSATION INSURANCE	0	200	200	100.00%
6- RETIREMENT MEDICAL INSURANCE	1,332	917	-415	-45.31%
7- BOARD REIMBURSEMENT	0	200	200	100.00%
8- OFFICE SUPPLIES	384	400	16	4.00%
9- OFFICE CLEANING SERVICES	70	150	80	53.33%
10- POSTAGE AND MAIL FEE	233	400	167	41.75%
11- EDUCATION AND TRAINING	0	200	200	100.00%
12- TRAVELING, MILEAGE, MEAL REIMBURSEMENT	0	292	292	100.00%
13- DUE AND SUBSCRIPTION FEE	30	1,000	970	97.00%
14- COMPUTER SERVICES	775	1,000	225	22.50%
15- LEGAL SERVICES	1,866	500	-1,366	-273.20%
16- UTILITIES - ELECTRICITY	3,500	4,000	500	12.50%
17- UTILITIES - GAS & FUEL	145	437	292	66.79%
18- UTILITIES - PROPANE	0	25	25	100.00%
19- UTILITIES - TELEPHONE&INTERNET	271	292	21	7.08%
20- UTILITIES - WASTE MANAGEMENT FEE	66	125	59	47.20%
21- VEHICLES REPAIRS AND MAINTENANCE	330	500	170	34.00%
22- ENGINEERING SERVICES	0	2,000	2,000	100.00%
22- MAINTENANCE AND SUPPLIES	25	200	175	87.50%
23- GENERAL PLANT SERVICES	1,838	2,500	662	26.48%
24- SEWER PERMIT AND LICENSE(State Fee)	0	500	500	100.00%
25- MINOR EQUIPMENT AND SUPPLIES	0	42	42	100.00%
26- SEWER LEASE	0	4,500	4,500	100.00%
27- ADVERTISING AND PUBLISHING	0	125	125	100.00%
28- LABORATORY SERVICES	387	2,000	1,613	80.65%
29- GENERAL AUTO AND LIABILITY INSURANCE	0	1,000	1,000	100.00%
30- SECURITY SYSTEM (ADT)	0	208	208	100.00%
31- ACCOUNTING & AUDITING FEE	0	2,000	2,000	100.00%
32- LINE CLEANING	0	100	100	100.00%
Total Expenses	26,944	51,612	24,668	47.79%
Total INCOME OR (LOSS)	31,136	6,468		

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

FOR THE MONTH OF MARCH 2021

SEWER FUND OPERATING REVENUES	F (U)		%
	ACTUAL	BUDGET VARIANCE	
BASE RATE-COMMERCIAL	39,242	39,242	0
BASE RATE- RESIDENTIAL	18,838	18,838	0
TRANSFER FEE	0	0	0
FACILITY CHARGE FROM IAF	0	0	0
INSPECTION FEE	0	0	0
OTHER MISCE	0	0	0
TOTAL OPERATING REVENUE	58,080	58,080	0
EQUIVALENT DWELLING UNITS (E.D.U'S)			
RESIDENTIAL	448	448	0.0
COMMERCIAL	933	933	0.0
TOTAL E.D.U'S	1,381	1,381	0.0
TOTAL Customers	418	167	585

Idyllwild Water District

Monthly Operations Report

March 2021

Supplies to System	713,818 CF	16.39 AF	
Increase / Decrease	54,990 CF	8% Billing Period	13% Daily Demand
Number of Wells Available	14	333 GPM Available	
Water Sales	670,403 CF	1,185 CF Non-Water Sales	
Total Water/Non-Water Sales	671,588 CF	6% Loss	

Full-Time	1, 2, 13, FV1A	4
Part-Time	15, FV2, Golden Rod	3

Strawberry Creek Diversion	456,700 CF	10.48 AF	
Lilly Creek Flow	- CF	- AF	
Foster Lake Level (Max. 18')	3 Feet	11 Inches	

Non-Water Sales	Gallons	CF
WTP Backwash	185,000	24,733
IWD Flushing	20,000	2,674
Main Line Leaks	20,000	2,674
Distribution Line Leaks	-	-
Fire Dept. Usage	100,000	13,369
Hydrant Sales	-	-
Wastewater Plant	8,863	1,185
Total	333,863	44,634

Stage Criteria				
Month	Avg. GPM	Max	%	Stage
March	142.6	333	43%	1
Feb	126.8	333	38%	1
Jan	148.0	333	44%	1
Dec	142.1	333	43%	1
Nov	158.5	333	48%	1
Oct	184.0	333	55%	2

Well Statics - In Feet, Pumping Level (PL) / Static Level (SL)

Foster Lake Area	SL #3	11	SL #7	11.67	SL #14	20.17	FL Avg.	14.3
Creek Area	SL #23	9	SL #24	17.25				
Nature Center	SL #26	32.67	SL #27	30.67	SL #28	110.3		
Fern Valley	PL FV1A	385.33	PL FV#2	311.7				

Storage Tanks

Location	CF/FT	Level	Volume
Foster Lake	11,698	21.7	253,847
Rock Dale Tank	2,718	21.2	57,622
Delano Tank	1,337	18.4	24,601
South Ridge Tank	3,509	17.9	62,811
Wild Wood Tank	919	11.4	10,477
Golden Rod Tank	891	21.9	19,513

Total	428,870 CF	Storage Supplies Max. 3.702 MGD	87%
Storage in MGD	3.21		
Production Days	26	Production Minutes	37,440
		Average GPM	142.62

Idyllwild Water District

Well Production Data

March 2021

Well		Cubic Feet	Acre Feet	Full-Time / Part-Time	Status	GPM	Comment
No.	Name						
1	Horizontal	47,470	1.1	FT	On	10.0	
2	Foster Lake		-				
4	Foster Lake	224,540	5.2	FT	On	17.2	
10	Foster Lake		-				
11	Foster Lake		-				
12	Foster Lake		-				
13	Foster Lake	221,420	5.1	FT	On	47.0	
15	Foster Lake	60,214	1.4	PT	Off	28.3	
16	Foster Lake		-				
23	Stratton		-				
24	Curtis		-				
25	Donahoo		-				
26	Nature Center		-				
27	Nature Center		-				
28	Rock Dale		-				
1A	Fern Valley	195,590	4.5	FT	On	41.0	
2	Fern Valley	36,437	0.8	PT	Off	37.5	
	Golden Rod	17,660	0.4	PT	On	19.0	
	Oakwood		-				
Total		803,331	18.44				

Cedar Glen Meter	464,131	CF	10.7	AF
District Production	249,687	CF	5.7	AF
Total Supplies to System	713,818	CF	16.4	AF

Days of Production	26	Minutes of Production	37,440
Average System GPM	142.62		

Idyllwild Water District

Well Statics

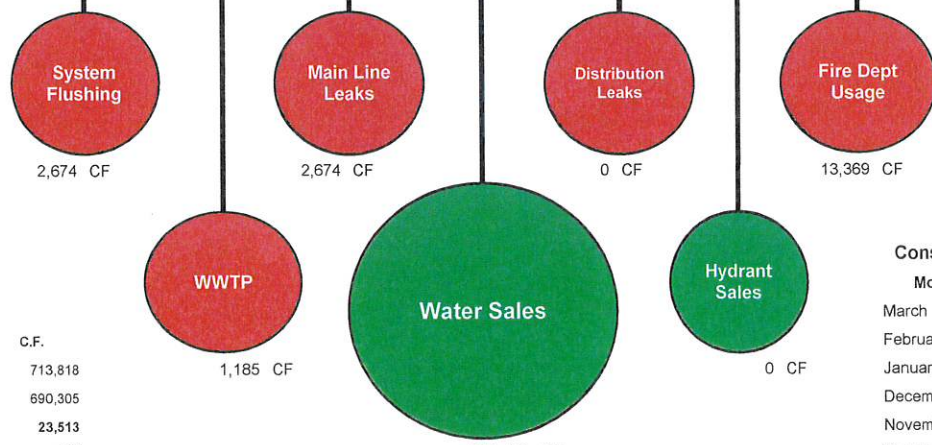
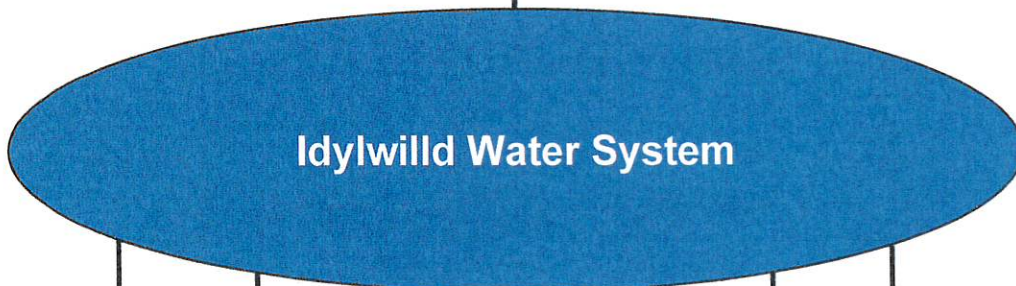
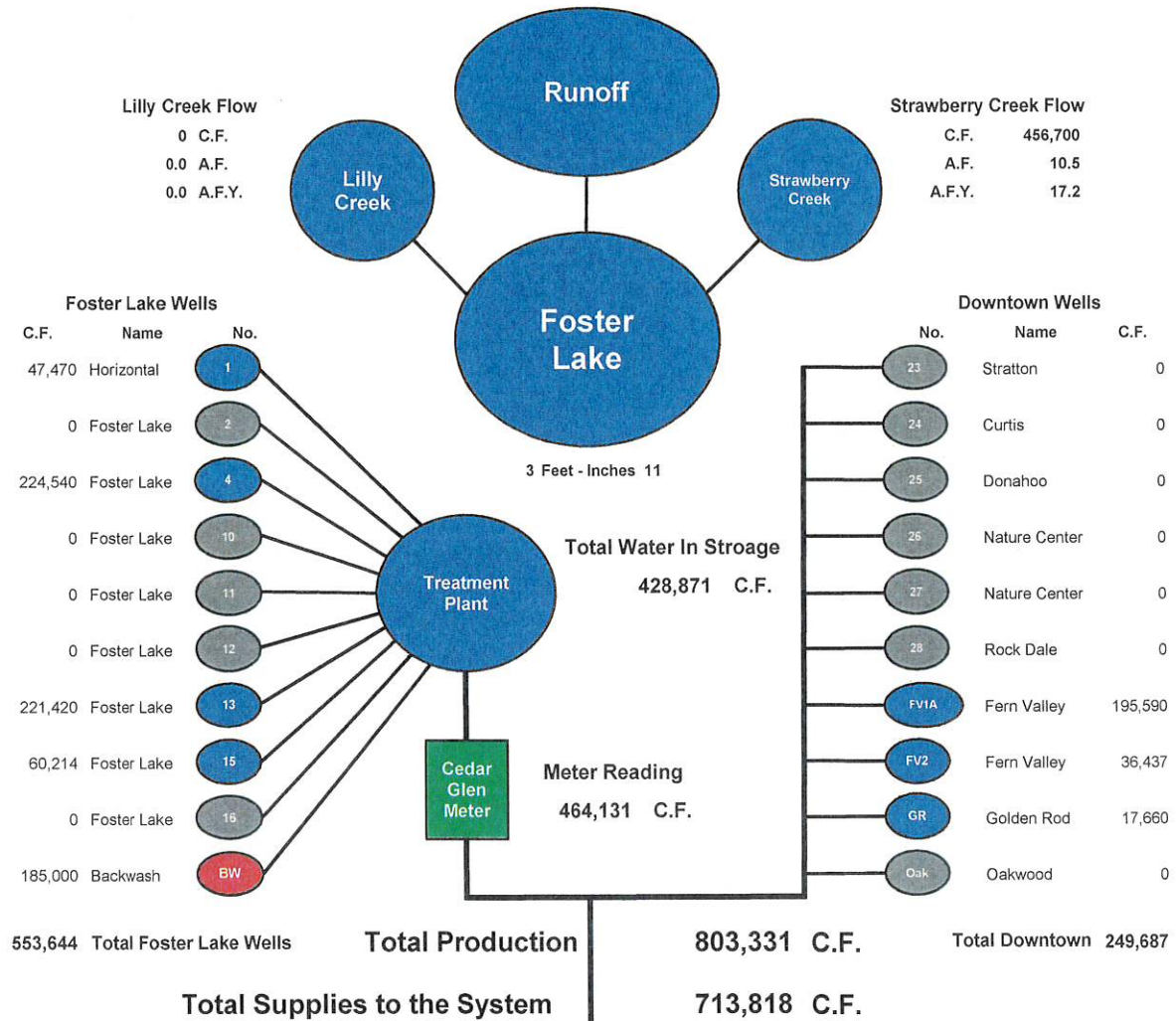
March 2021

No.	Initial	Level In Feet	Pumping Level (PL) / Static Level (SL)	Comments
3	JR	11.0	SL	
7	JR	11.7	SL	
14	JR	20.2	SL	Foster Lake Average = 14.3
23	JR	9.0	SL	
24	JR	17.3	SL	
26	JR	32.7	SL	
27	JR	30.7	SL	
28	JR	110.3	SL	
FV1A	JR	385.3	PL	
FV2	JR	311.7	SL	

Idyllwild Water District

Water System Schematic For Operations Report

March 2021



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

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



IDYLLWILD WATER DISTRICT
FISCAL YEAR 2021/2022
BUDGET



IWD Board Members



Dr. Charles Schelly, President



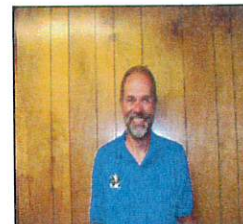
Peter Szabadi, Vice President



Les Gin, Director



Steve Kunkle, Director



David Hunt, Director

Idyllwild Water District

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

Idyllwild Water District (IWD) provides water services to 1645 customers and sewer services to 587 customers within a population of 3000 for Idyllwild in the County of Riverside. In performing these services IWD operates and maintains a complex system of water distribution with seven water pressure zones. This includes five water treatment systems and eleven water storage tanks. We have a wastewater treatment facility that is permitted to handle 250,000 gallons a day for our sewer customers. IWD employs 11 people to operate both our water and sewer operations.

The Idyllwild County Water District was approved by the voters in 1956 as a legal entity to provide water services. The 130,000 feet of water lines and 63,000 feet of sewer lines are located within 9 square miles

Covering an area of 1,592 acres. Water and sewer services are provided to a combination of residential, commercial and industrial customers. Treated well water from our 28 wells is distributed to individual customers living in the community of Idyllwild. For the first 5 years IWD's main responsibility was to provide water services and later in 1966 constructed its wastewater plant and the sewer collection system. Later the County was dropped from its name to become the Idyllwild Water District.

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

Budget for Revenues & Expenses Fiscal Year 2020-2021

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

* The Net Deficit will be cover from the Reserve

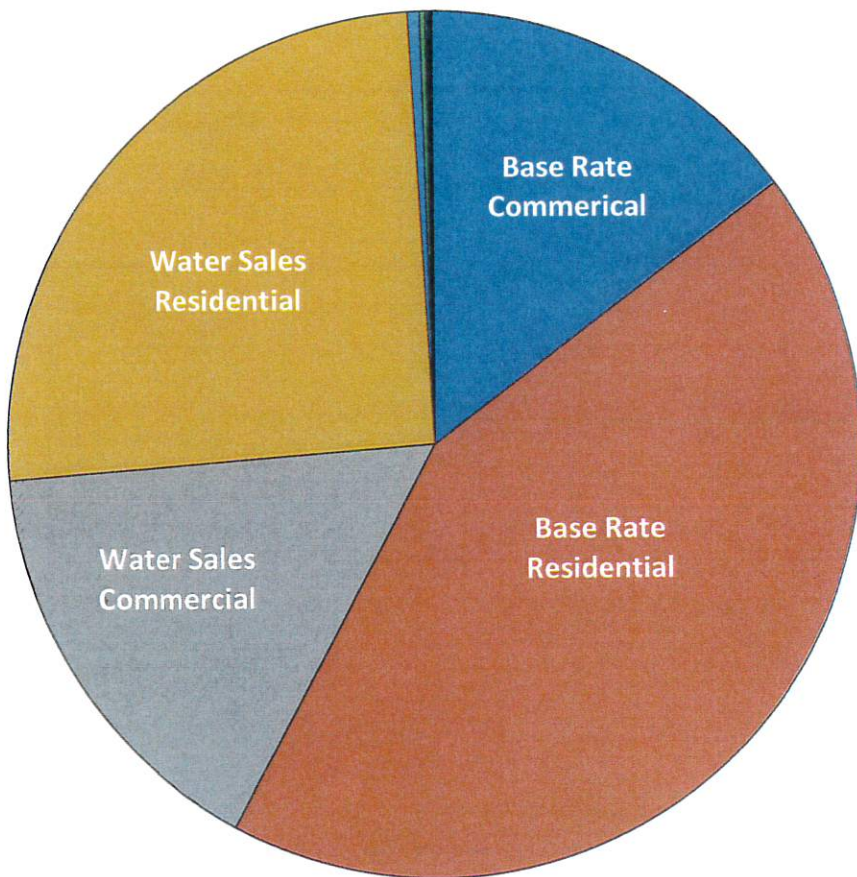
**IDYLLWILD WATER DISTRICT
CAPITAL EXPENDITURES FOR WATER FUND
FOR BUDGET YEAR ENDING JUNE 30, 2022**

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

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

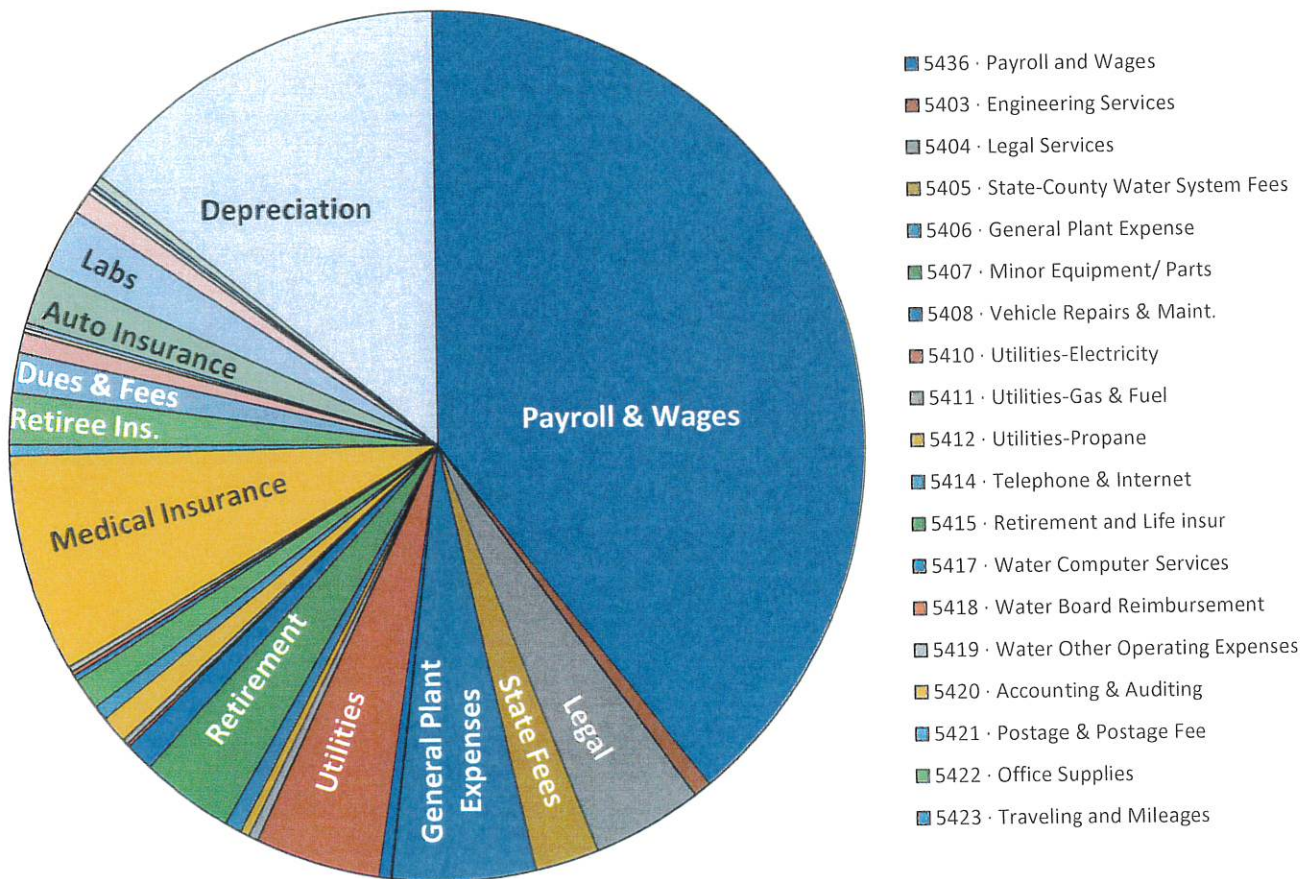
	2019/2020	2020/2021	2021/2022	Variance
	Last Year	Current Year	Future Year	By Percentage
	Actual	Projected	Budgeted	Budget & Current
Income				
4201 · Water Base Rate-Commercial	101,831	195,830	222,528	13.63%
4202 · Water Base Rate-Residential	568,592	573,926	650,273	13.30%
4203 · Water Sales-Commercial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

WATER INCOME 2021 - 2022 BUDGET



- 4201 · Water Base Rate-Commercial
- 4202 · Water Base Rate-Residential
- 4203 · Water Sales-Commercial
- 4204 · Water Sales-Residential
- 4205 · Water Sales-Construction
- 4206 · Water Sales-Other
- 4208 · Water Transfer Fees
- 4209 · Water Turn On/Off Fees
- 4210 · Water Will Serve Letter Fees
- 4212 · Water Installation Fees
- 4213 · Water Lien Fees
- 4214 · Water Other Fees & Charges

WATER OPERATING EXPENSES 2021 - 2022 BUDGET



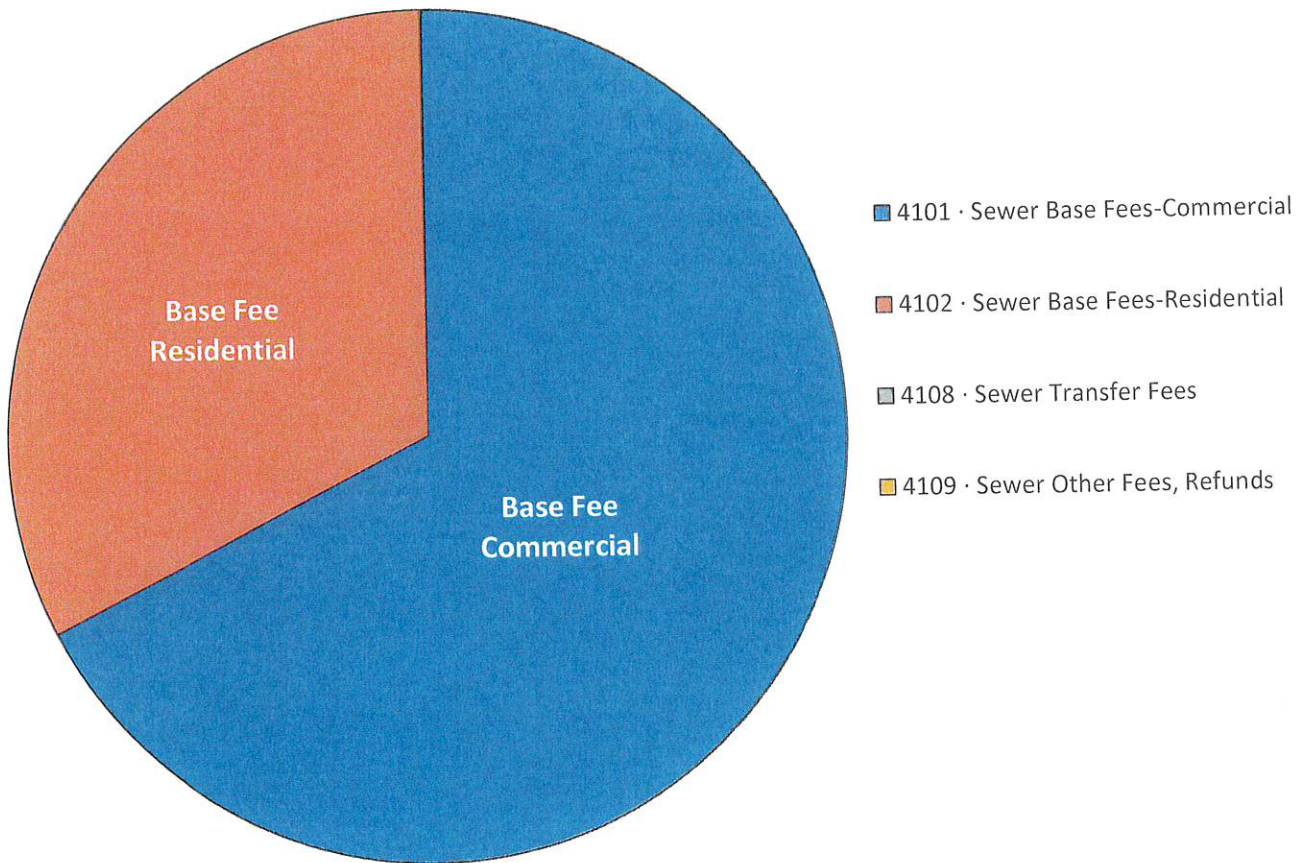
**IDYLLWILD WATER DISTRICT
 CAPITAL EXPENDITURES FOR SEWER FUND
 FOR BUDGET YEAR ENDING JUNE 30, 2022**

CAPITAL EXPENDITURE DESCRIPTION	CAPITAL EXPENDITURE FINANCE BY IWD
<u>WASTEWATER TREATMENT PLANT(G/L # 1316):</u>	
1-Upgrade Electrical Panel/Motor Control Centers	\$45,000
2- Annox Mixer	\$6,500
TOTAL WASTEWATER TREATMENT PLANT	\$51,500
<u>SUB-SURFACE LINES:(G/L # 1315):</u>	
3-Replace underground line from The Blower to the Plant	\$40,000
4- Install Valve Clean out Below the RAS Pump	\$8,000
TOTAL SUB-SURFACE LINES	\$48,000
<u>GENERAL PLANT-STRUCTURES, POWER & OTHER EQUIPMENT:</u>	
5-Purchase Forklift	\$38,000
6-Material for Painting and upgrade for Metal Structure	\$10,000
7-Office Construction (25% portion)	\$12,500
GENERAL PLANT-POWER & OTHER EQUIPMENT	\$60,500
TOTAL SEWER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES	\$160,000

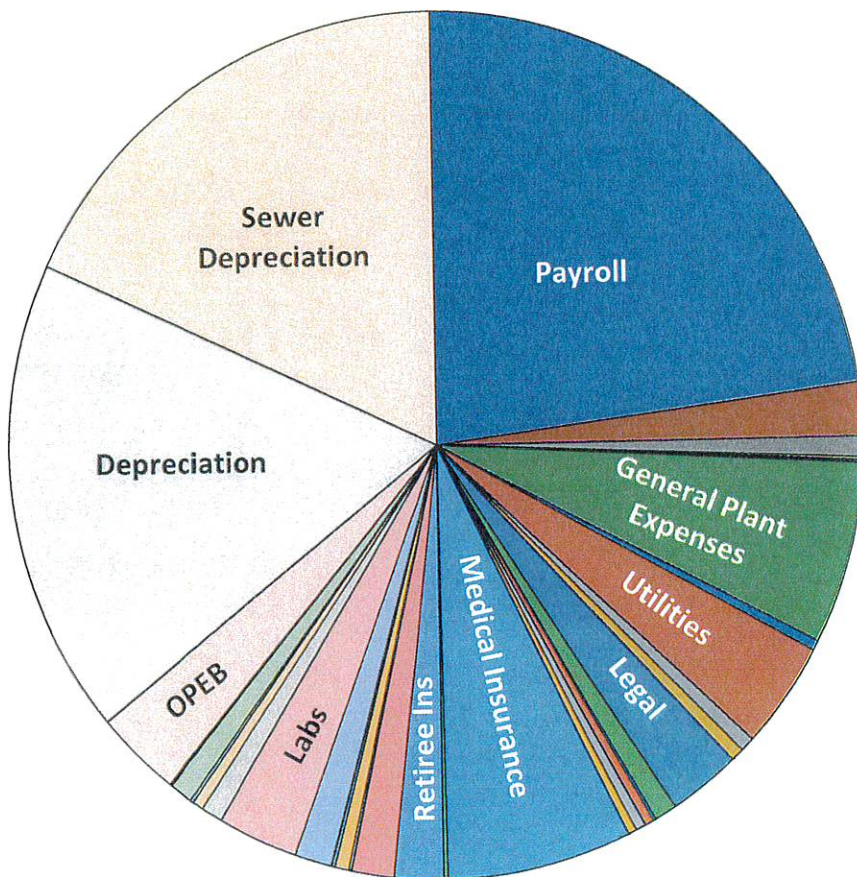
IDYLLWILD WATER DISTRICT
SEWER FUND INCOME STATEMENT
YEAR ENDING June 30, 2022

	FY 19/20	FY 18/19	FY 19/20	Variance
	Last Year	Current Year	Future Year	By Percentage
	Actual	Projected	Budgeted	Budget & Current
Income				
4101 · Sewer Base Fees-Commercial	427,083	470,983	482,547	2.46%
4102 · Sewer Base Fees-Residential	225,667	226,250	231,899	2.50%
4108 · Sewer Transfer Fees	25	200	240	20.00%
4109 · Sewer Other Fees, Refunds	0	100	110	10.00%
Total Income	\$ 652,775	\$ 697,533	\$ 714,796	
6400 · SEWER OPERATING EXPENSES				
6400 · Payroll	149,500	152,300	162,300	-6.16%
6404 · Retirement and Life Ins	12,000	13,560	14,200	-4.51%
6405 · Treatment Fees	4,400	5,231	5,400	-3.13%
5005 · Uniforms Expense	720	780	820	-4.88%
5008 · Board of Directors Reimbursement	620	640	660	-3.03%
6406 · General Plant Expense	29,365	33,490	48,500	-30.95%
6408 · Vehicle Repairs & Maint.	2,067	2,677	2,750	-2.65%
6410 · Utilities-Electricity	245,200	26,890	28,250	-4.81%
6411 · Utilities-Gas & Fuel	2,200	3,800	3,950	-3.80%
6413 · Sewer Utilities-Telephone	2,840	3,250	3,500	-7.14%
6415 · Legal Services	38,026	18,600	19,500	-4.62%
6417 · Computer Services	5,215	5,798	6,017	-3.64%
6419 · Cleaning Line Expenses	105,418	840	860	-2.33%
6420 · Accounting & Audit Service	2,494	2,314	2,383	-2.91%
6421 · Postage & Mail Fee	2,703	2,657	2,736	-2.91%
6422 · Office Supplies	2,200	2,126	2,190	-2.91%
6423 · Medical Insurance	48,891	46,215	49,500	-6.64%
6426 · Worker's Comp Insurance	781	1,043	1,074	-2.91%
6428 · Retiree Health Insurance	8,845	12,062	13,200	-8.62%
6429 · Dues, Fees & Subscription	9,025	10,255	11,300	-9.25%
6430 · Advertising & Publishing	620	752	820	-8.34%
6431 · Sewer Maintenance	2,390	3,350	3,600	-6.94%
6432 · Utilities - Trash Fee	795	800	860	-6.98%
6433 · Bank Fee Charge	120	140	160	-12.50%
6435 · Auto & General Insurance	7,734	9,200	9,800	-6.12%
6438 · Laboratory Service	18,834	19,950	21,500	-7.21%
6441 · Removal Disposal Fee	4,560	5,620	5,850	-3.93%
6443 · Consulting & Engineering	1,358	2,900	2,950	-1.69%
6444 · Traveling and Entertainment	500	750	790	-5.06%
6448 · Training & Seminar Expenses	4,500	6,000	6,500	-7.69%
6445 · Security System	380	500	540	-7.41%
5099 · OPEB Obligation Expense	22,292	22,292	22,961	-2.91%
6446 · Depreciation	122,221	122,221	125,888	-2.91%
6500 · Sewer Depreciation	121,794	125,620	127,860	-1.75%
Total · SEWER OPERATING EXPENSES	\$ 980,608	\$ 664,622	\$ 709,169	
Net Ordinary Income	\$ (327,833)	\$ 32,911	\$ 5,627	
Other Income/Expense				
Other Income				
4801 · Sewer Taxes & Assessments	128,454	132,200	133,200	
4803 · Sewer Stand By Assessments	4,947	4,123	4,089	
4804 · Sewer Interest Earned	27,100	12,200	11,300	
4805 · Sewer Facilities Charges	0	0	0	
4819 · Sewer Other Non-Operating Rev	0	0	0	
Total Other Income	\$ 160,501	\$ 148,523	\$ 148,589	
Net Income	\$ (167,332)	\$ 181,434	\$ 154,216	

SEWER INCOME 2021 - 2022 BUDGET



SEWER OPERATING EXPENSES 2021 - 2022 BUDGET



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

IDYLLWILD WATER DISTRICT BUDGET FISCAL YEAR ENDING JUNE 30, 2022

Water Department

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

Sewer Department

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

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

Health & Life Insurance

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

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

- There will be no change to life insurance benefits.

Retirement

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

Reserves

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

Other Information

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

Water Rate Schedule

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

Sewer Rate Schedule

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

Miscellaneous Fees July 1, 2018

Sewer Capacity (Connection) Fee	\$5,447.00/EDU
Sewer Installation Inspection Fee	\$200.00
Water Turn On/Off Fee	\$50.00
Door Hanger Fee (Non-payment Shut-off Notice)	\$10.00
Not Sufficient Funds (NSF)/Returned Check Fee	\$25.00
Late Payment Fee	\$15.00
Sewer Audit of EDUs (Commercial) Customer Request	\$100.00
Water Availability Letter	\$50.00
Transfer Fee	\$25.00
Sewer Availability Letter	\$50.00
Construction Water (\$500.00 deposit for hydrant meter)	\$0.10/cubic foot
Construction Hydrant Meter Relocation Fee	\$25.00
Lien Removal Fee (actual third party costs)	Varies

Water Facilities Capacity (Connection) Fee

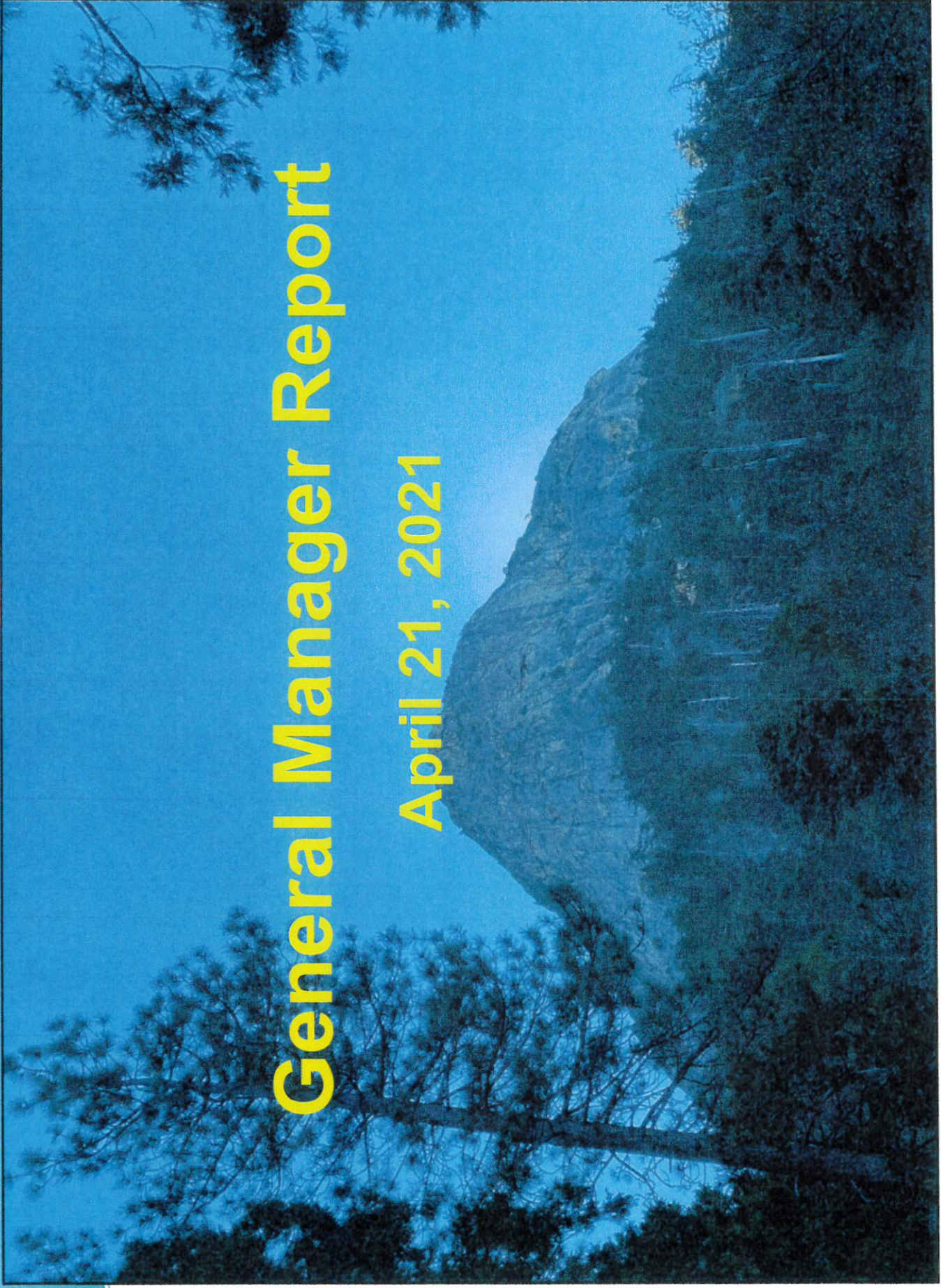
<u>Meter Size</u>	<u>Connection Fee</u>
0.625-inch meter	\$2,782.00
0.75-inch meter	\$4,172.00
1.00-inch meter	\$6,954.00
1.50-inch meter	\$13,908.00
2.00-inch meter	\$22,253.00
3.00-inch meter	\$41,724.00
4.00-inch meter	\$69,540.00
6.00-inch meter	\$139,080.00

Water Service Installation Fee Actual Cost

0.625 through 1.5-inch	\$2,000.00 deposit
2.0-inch and above	\$3,000.00 deposit

General Manager Report

April 21, 2021



Idyllwild Water District
System Evaluation and Feasibility Study



Santa Ana Watershed Project Authority
Disadvantaged Community Involvement Program



Santa Ana Watershed
Project Authority

March 2021

Prepared by:
California Rural Water Association



This report is financed under the Water Quality, Supply, and Infrastructure Improvement Act of 2014, administered by State of California, Department of Water Resources. The report was prepared under an agreement with the Santa Ana Watershed Project Authority.

WWTP Feasibility Study Under Review by Staff

Table 8: Cost of USBF

Treatment

Page 33

- Sub – Total Construction: \$1,262,000
- Project Administration Costs: \$ 126,200
- Contingency @ 35%: \$ 486,000
- **Estimated Project Costs: \$1,874,000**

- **Currently Staff's Recommendation**

Table 10: Cost of Model R

Oxigest Treatment

Page 37

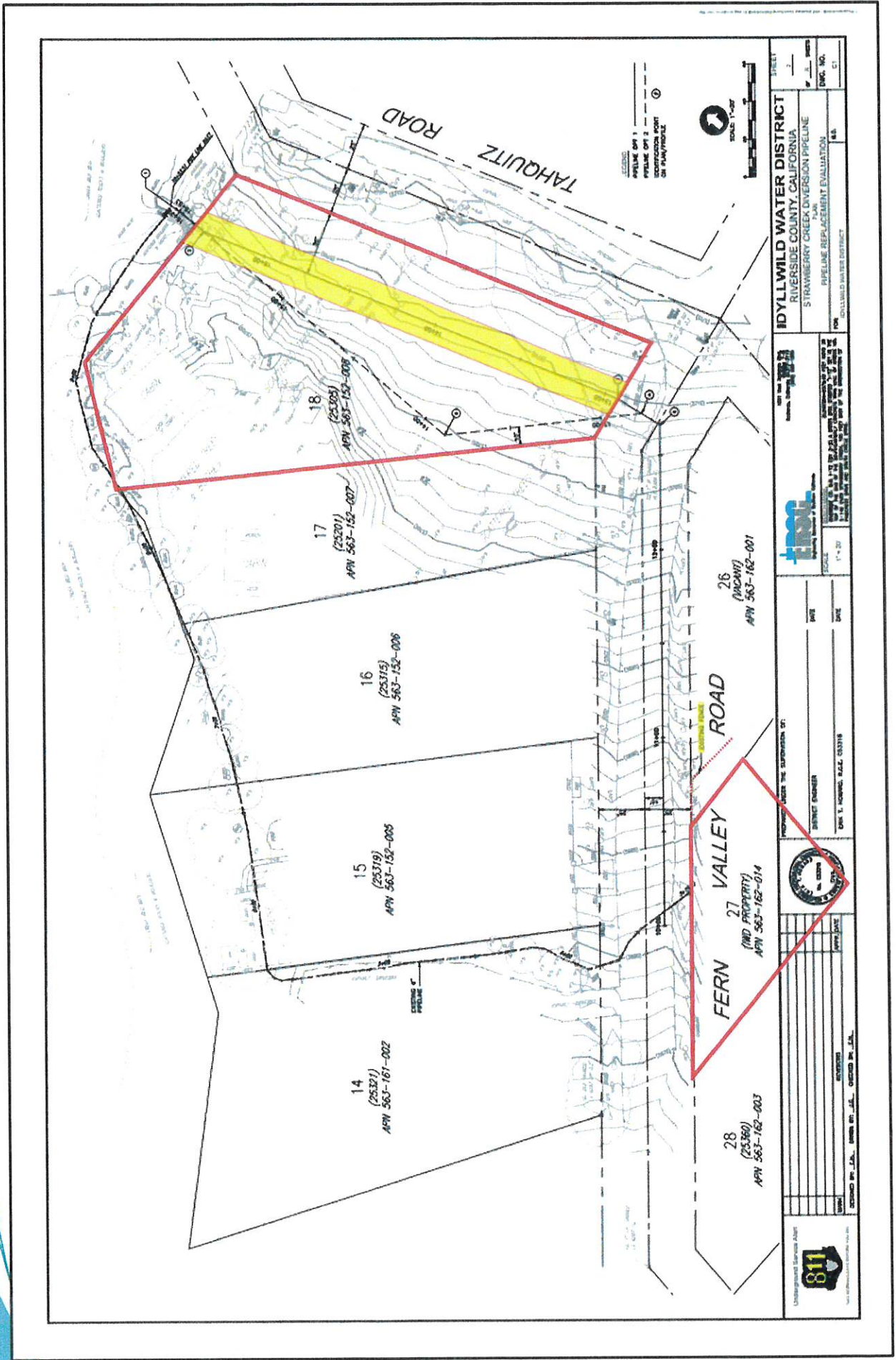
- Sub – Total Construction: \$2,144,000
- Project Administration Costs: \$ 214,400
- Contingency @ 35%: \$ 826,000
- **Estimated Project Costs: \$3,184,400**



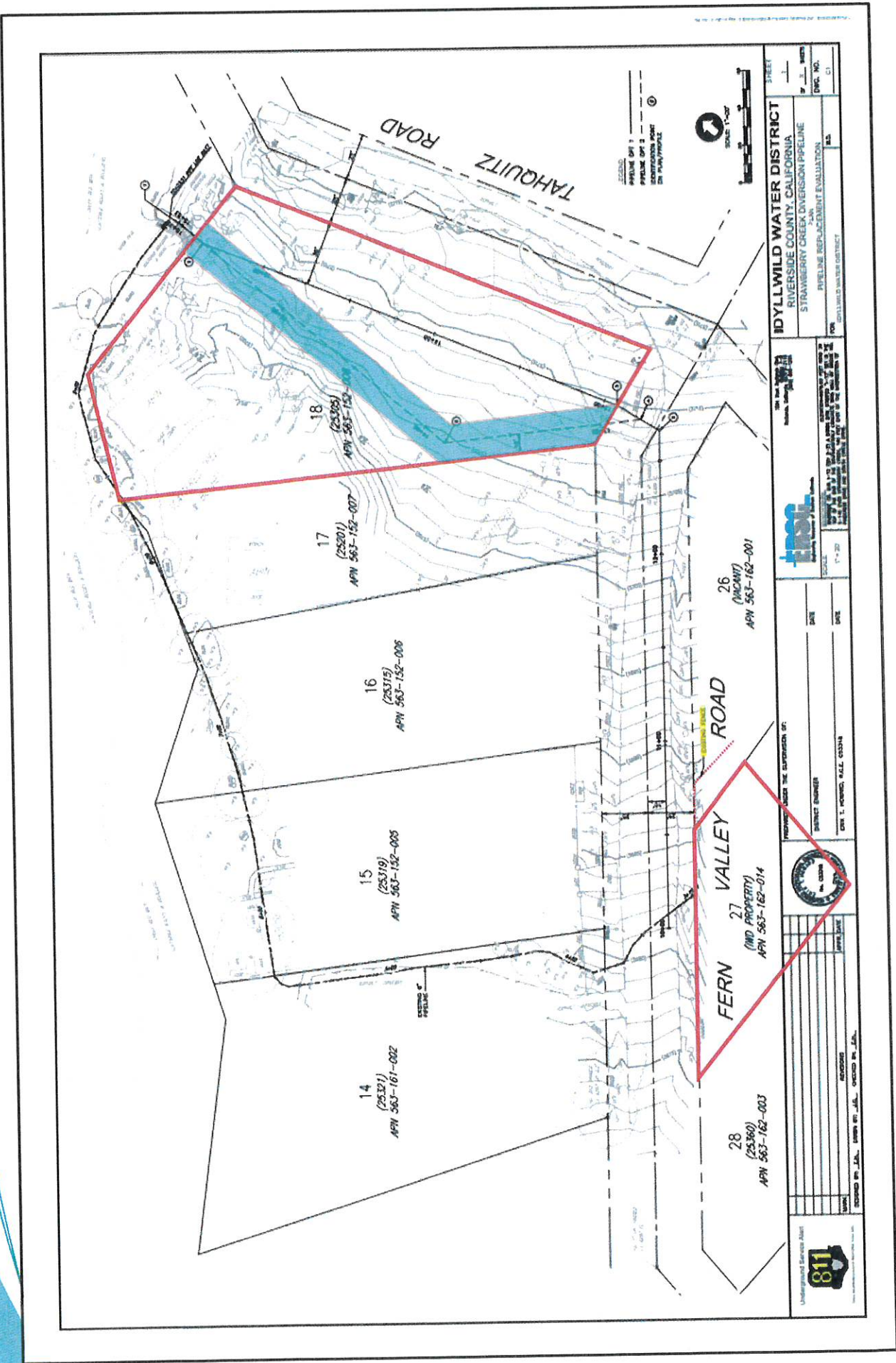
WWTP Feasibility Study

- Staff reviewed the Feasibility Study
- Staff has comments and suggestions
- Staff will tour Joshua Tree USBF plant

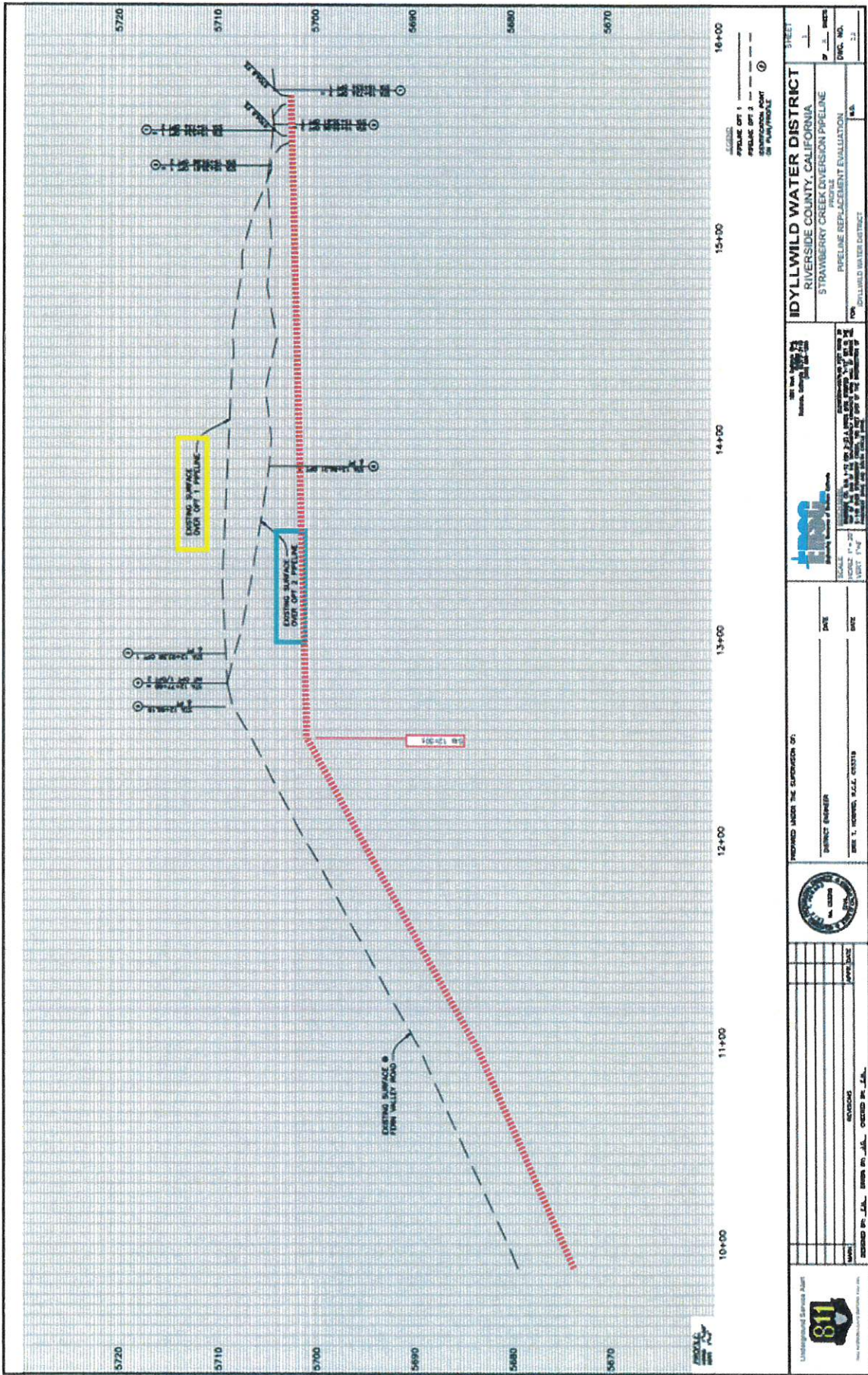
Strawberry Creek Diversion Project



Strawberry Creek Diversion Project



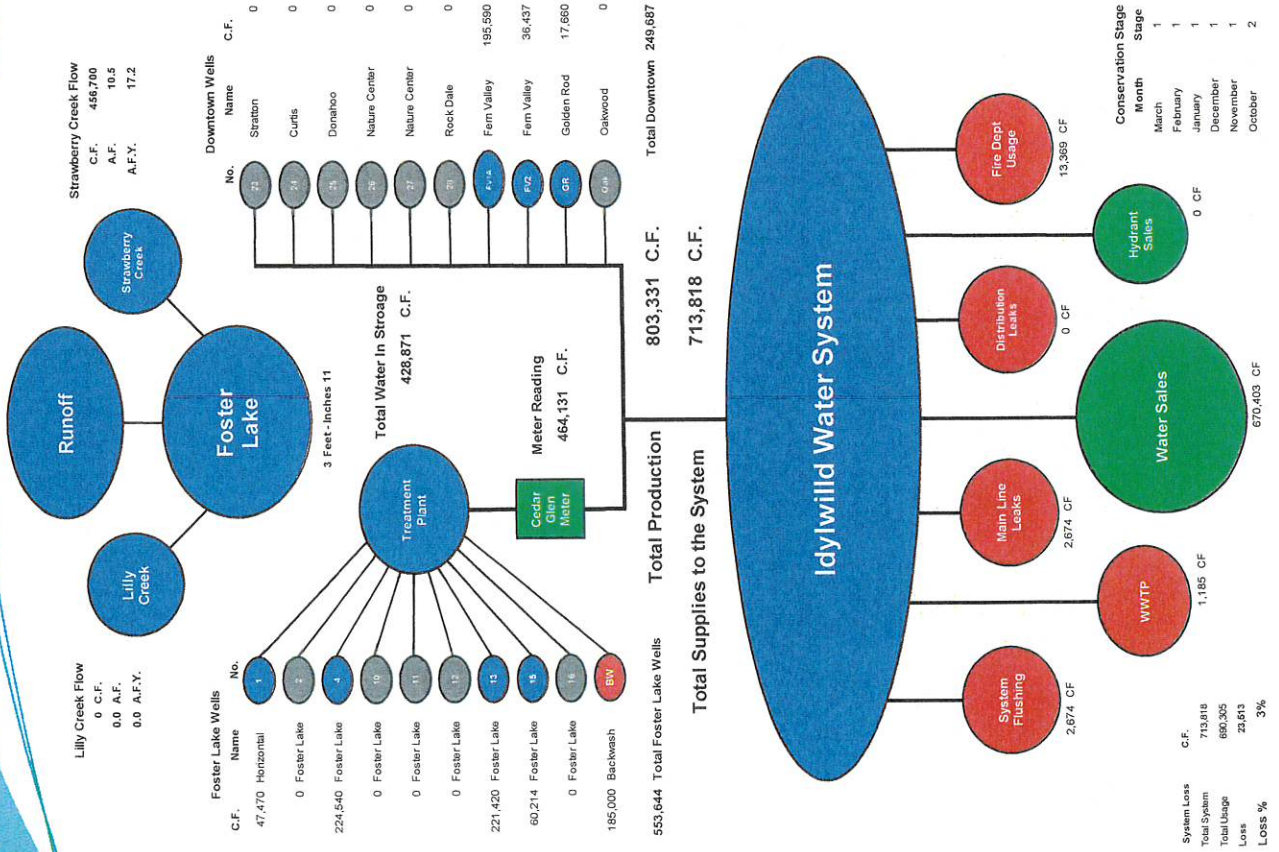
Strawberry Creek Diversion Project



UNDESIGNED SURVEY ALIAS DATE: _____ DRAWN BY: _____ CHECKED BY: _____ APPR'D BY: _____		PROVIDED UNDER THE SUPERVISION OF: PROJECT ENGINEER: _____ DATE: _____ SEE T. HORNEL, S.C.E. 050119	
IDYLLWILD WATER DISTRICT RIVERSIDE COUNTY, CALIFORNIA PROJECT: STRAWBERRY CREEK DIVERSION PIPELINE PROGRAM: PIPELINE REPLACEMENT EVALUATION FOR IDYLLWILD WATER DISTRICT		SHEET NO. _____ OF _____ SHEETS DATE: _____ DRAWN BY: _____ CHECKED BY: _____	

Idyllwild Water District Water System Schematic For Operations Report March 2021

Proposed Operat Report

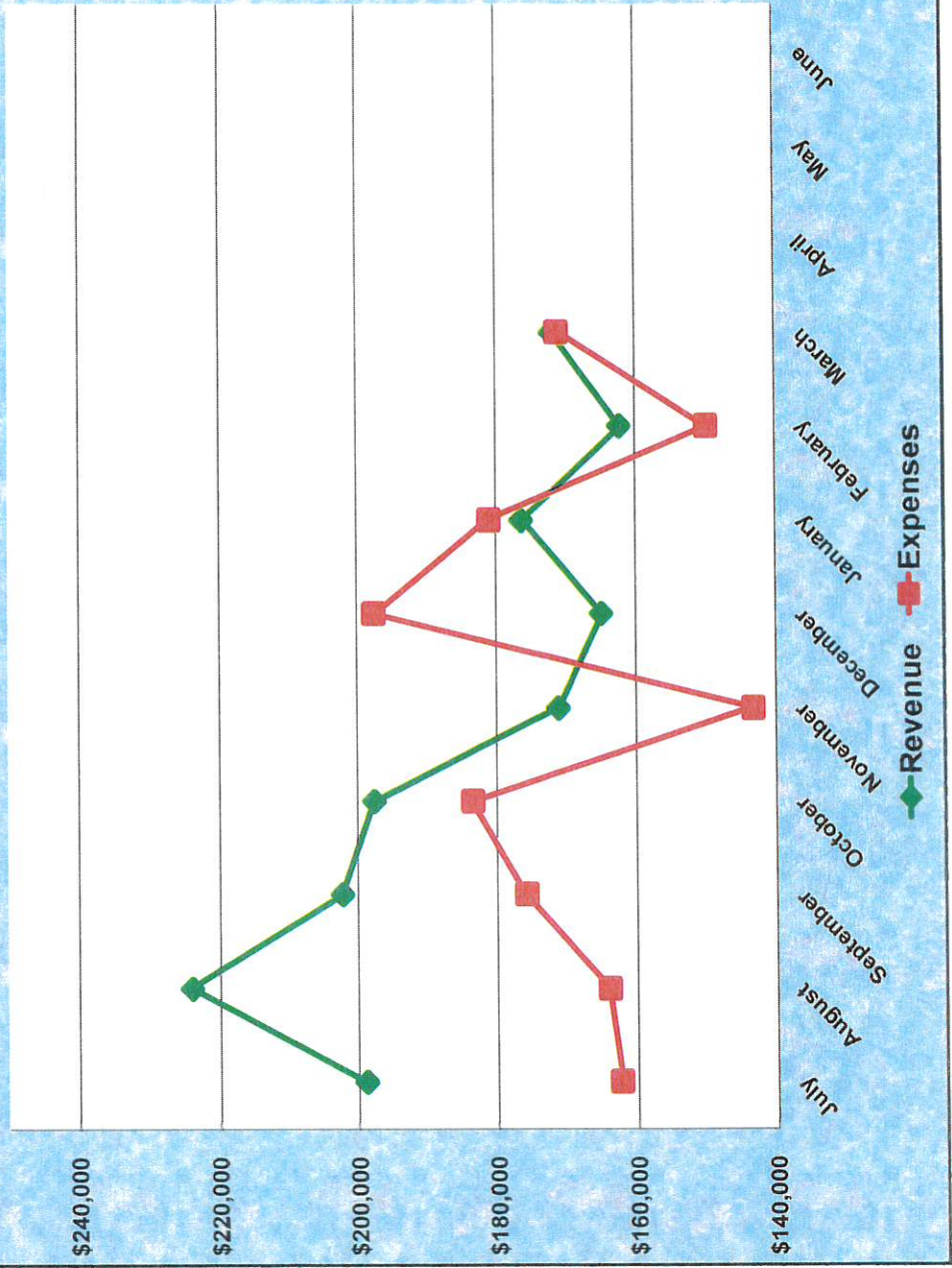


District Revenues Vs. Expenses

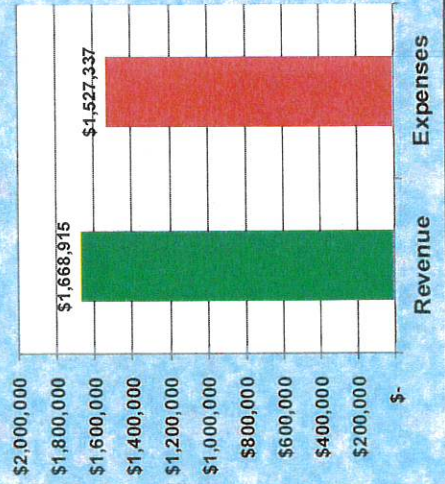
FY 2020 - 2021

District Revenues vs. Expenses		
2020 - 2021	Revenue	Expenses
July	\$ 198,827	\$ 162,224
August	\$ 223,883	\$ 163,900
September	\$ 202,151	\$ 175,691
October	\$ 197,691	\$ 183,358
November	\$ 171,051	\$ 143,030
December	\$ 164,858	\$ 197,517
January	\$ 176,248	\$ 180,909
February	\$ 162,158	\$ 149,650
March	\$ 172,048	\$ 171,058
April		
May		
June		
Total	\$ 1,668,915	\$ 1,527,337

District Revenues Vs. Expenses 2020 - 2021



District Revenues Vs. Expenses 2020 - 2021

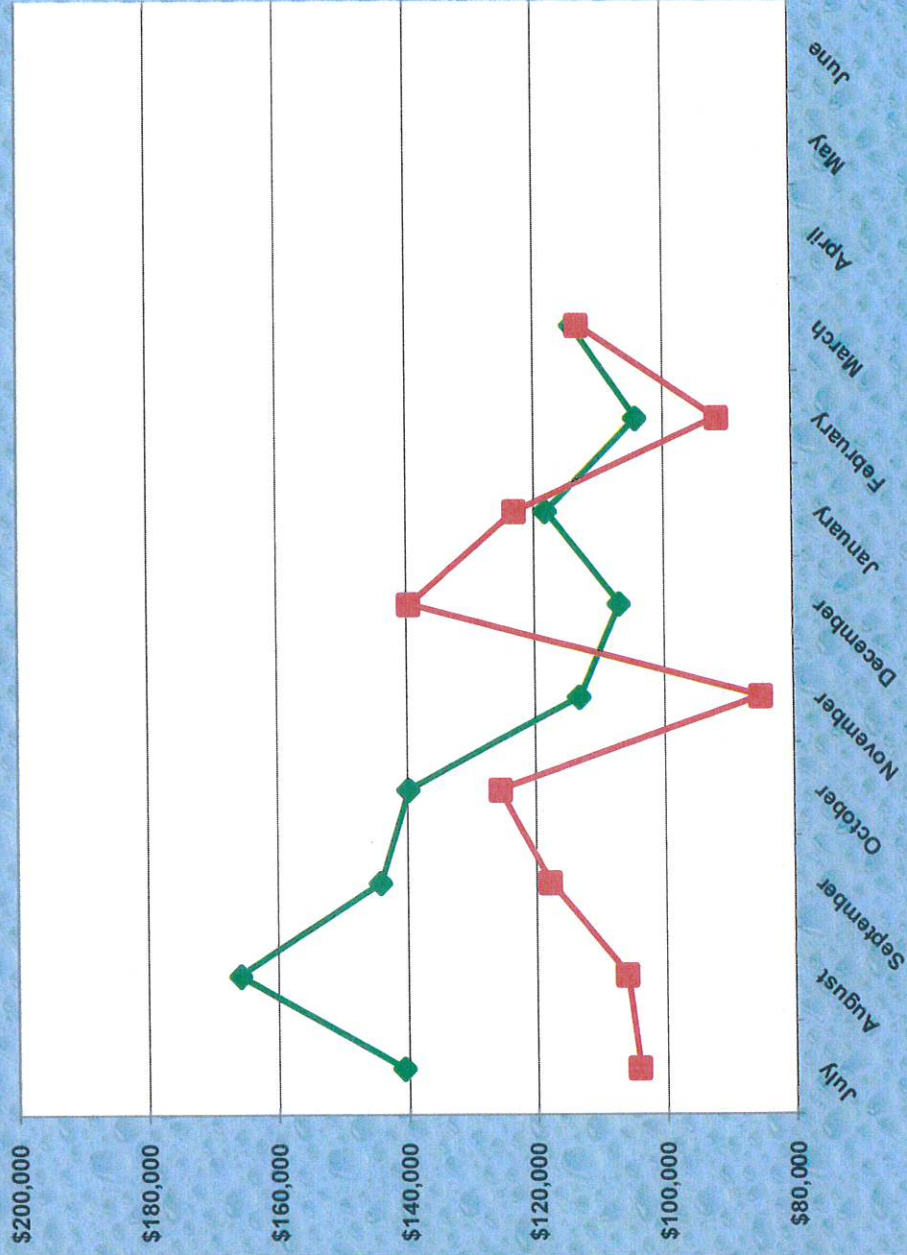


Water Revenues Vs. Expenses

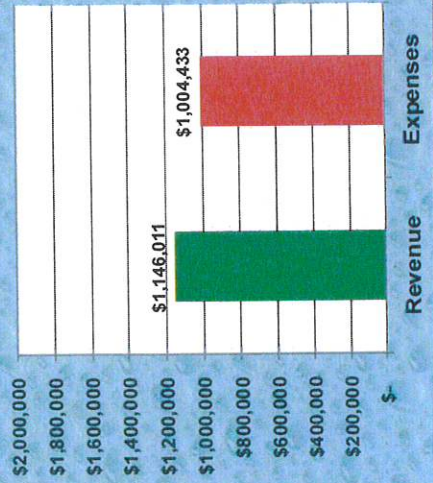
FY 2020 - 2021

Water Revenues vs. Expenses		
2020 - 2021	Revenue	Expenses
July	\$ 140,663	\$ 104,060
August	\$ 165,803	\$ 105,820
September	\$ 144,071	\$ 117,611
October	\$ 139,611	\$ 125,278
November	\$ 112,971	\$ 84,950
December	\$ 106,778	\$ 139,437
January	\$ 118,118	\$ 122,779
February	\$ 104,028	\$ 91,520
March	\$ 113,968	\$ 112,978
April		
May		
June		
Total	\$ 1,146,011	\$ 1,004,433

Water Revenues vs. Expenses 2020 - 2021



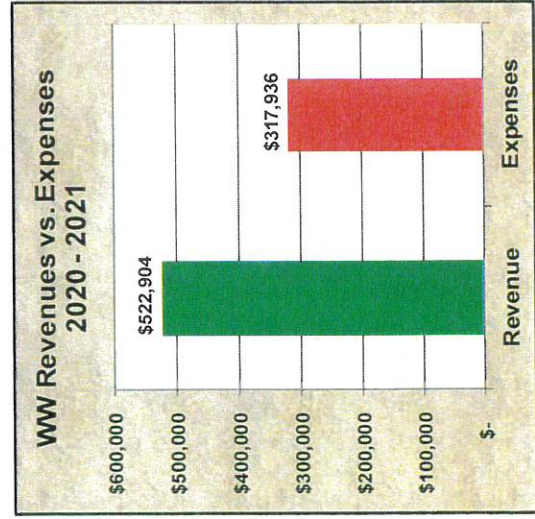
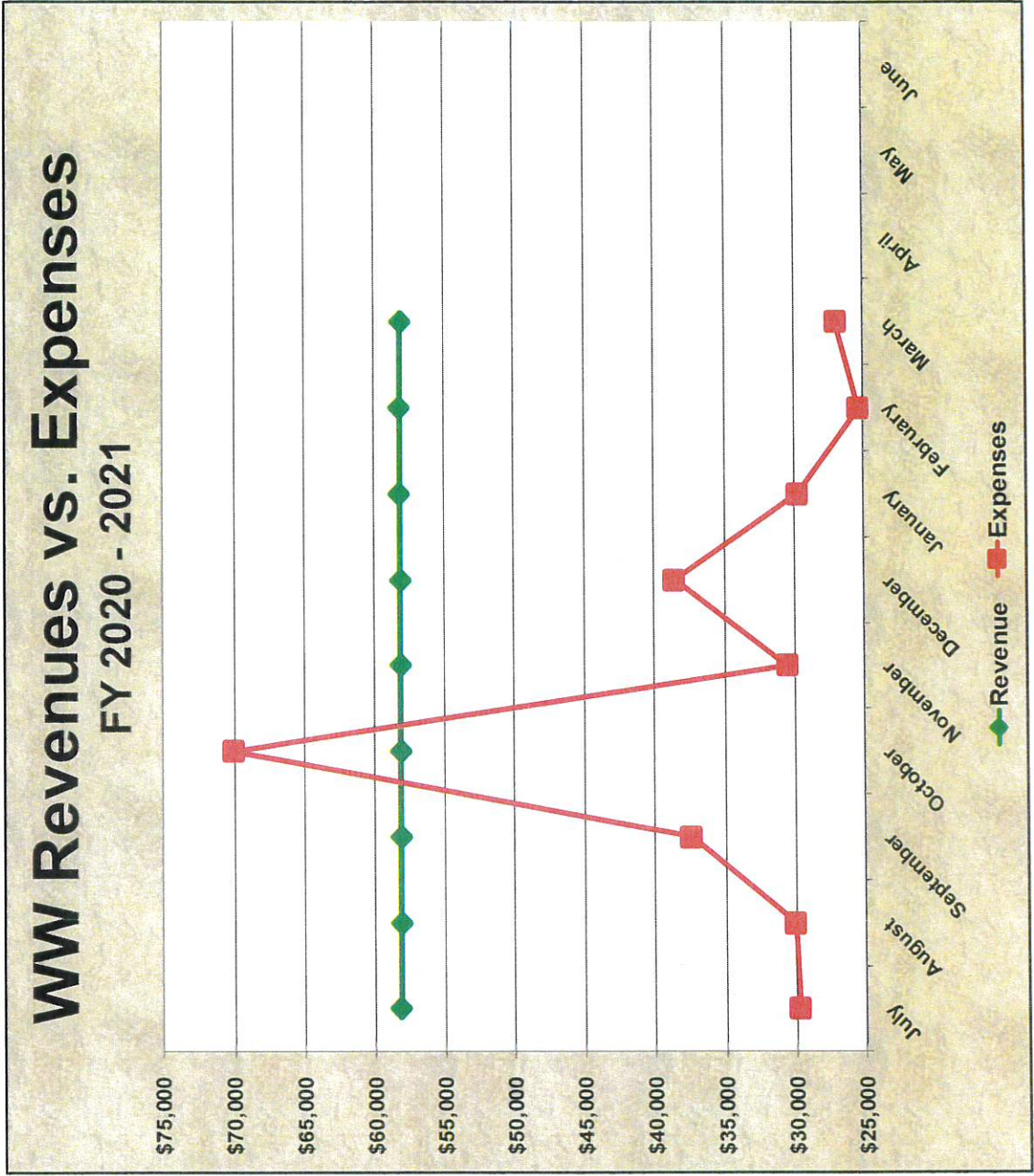
Revenues vs. Expenses 2020 - 2021



Wastewater Revenues Vs. Expenses

FY 2020 - 2021

WW Revenues vs. Actual Expenses		
2020 - 2021	Revenue	Expenses
July	\$ 58,164	\$ 29,675
August	\$ 58,080	\$ 29,984
September	\$ 58,080	\$ 37,384
October	\$ 58,080	\$ 69,997
November	\$ 58,080	\$ 30,498
December	\$ 58,080	\$ 38,500
January	\$ 58,130	\$ 29,680
February	\$ 58,130	\$ 25,274
March	\$ 58,080	\$ 26,944
April		
May		
June		
Total	\$ 522,904	\$ 317,936



Total Water Supplies to System

FY 2020 - 2021

Total Water Supplies To System
FY 2020 - 2021

2020 - 2021	CF	Acre Feet
July	1,111,780	25.4
August	1,417,502	32.4
September	1,073,353	24.5
October	1,168,823	26.8
November	884,689	20.3
December	766,160	17.6
January	996,909	22.9
February	658,828	15.1
March	713,818	16.4
April		
May		
June		
Total	8,791,862	201.5

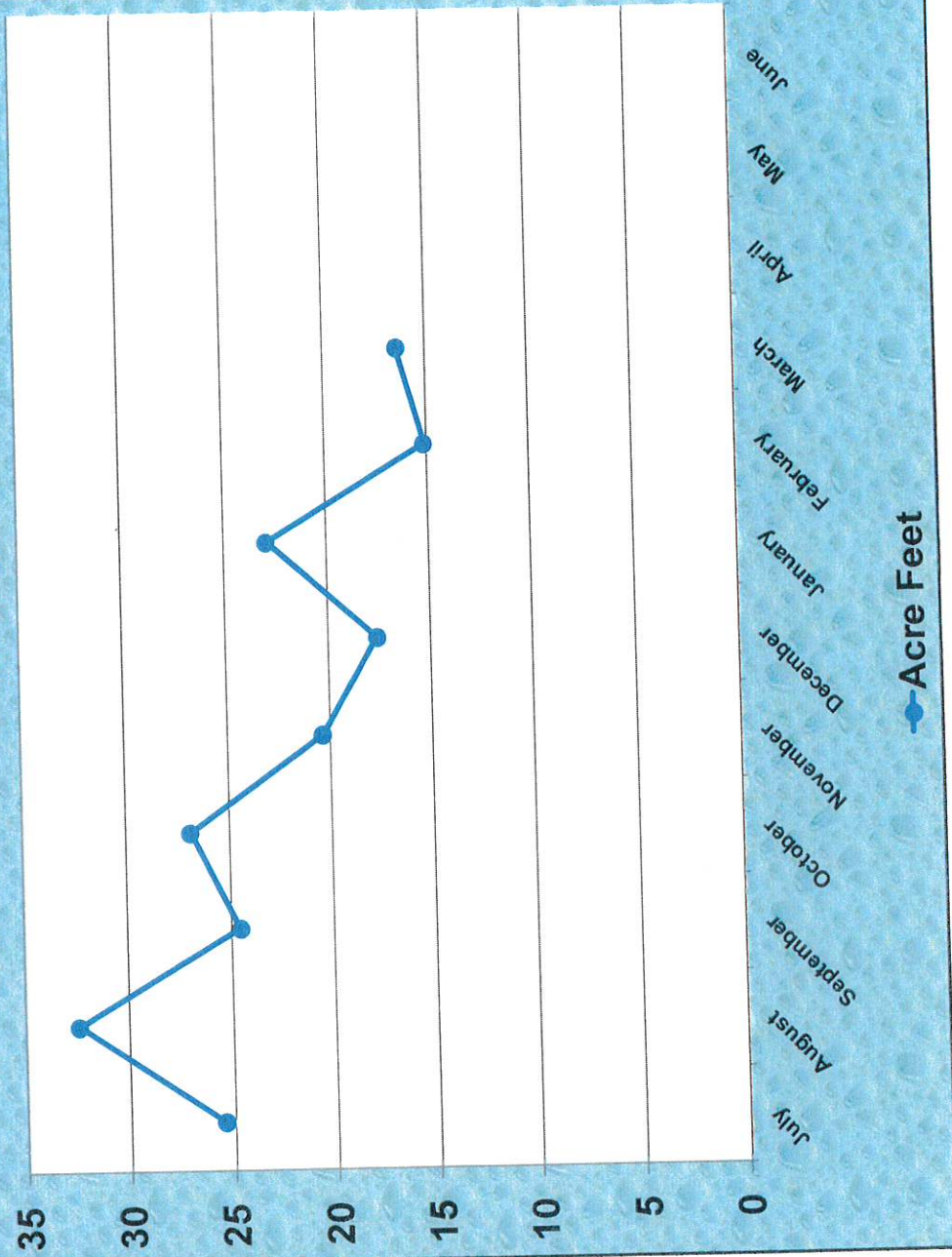
Water Connections

Water Connections:	1,665
Approved Future Connections:	16
Future Available Connections:	519
Max. Possible Connections:	2,200

Total Water Supplies to System

FY 2020 - 2021

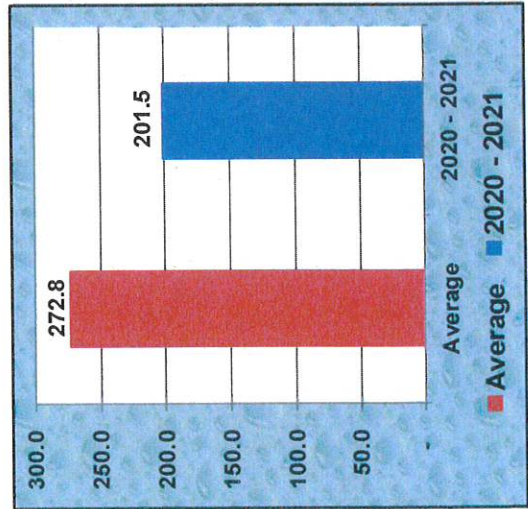
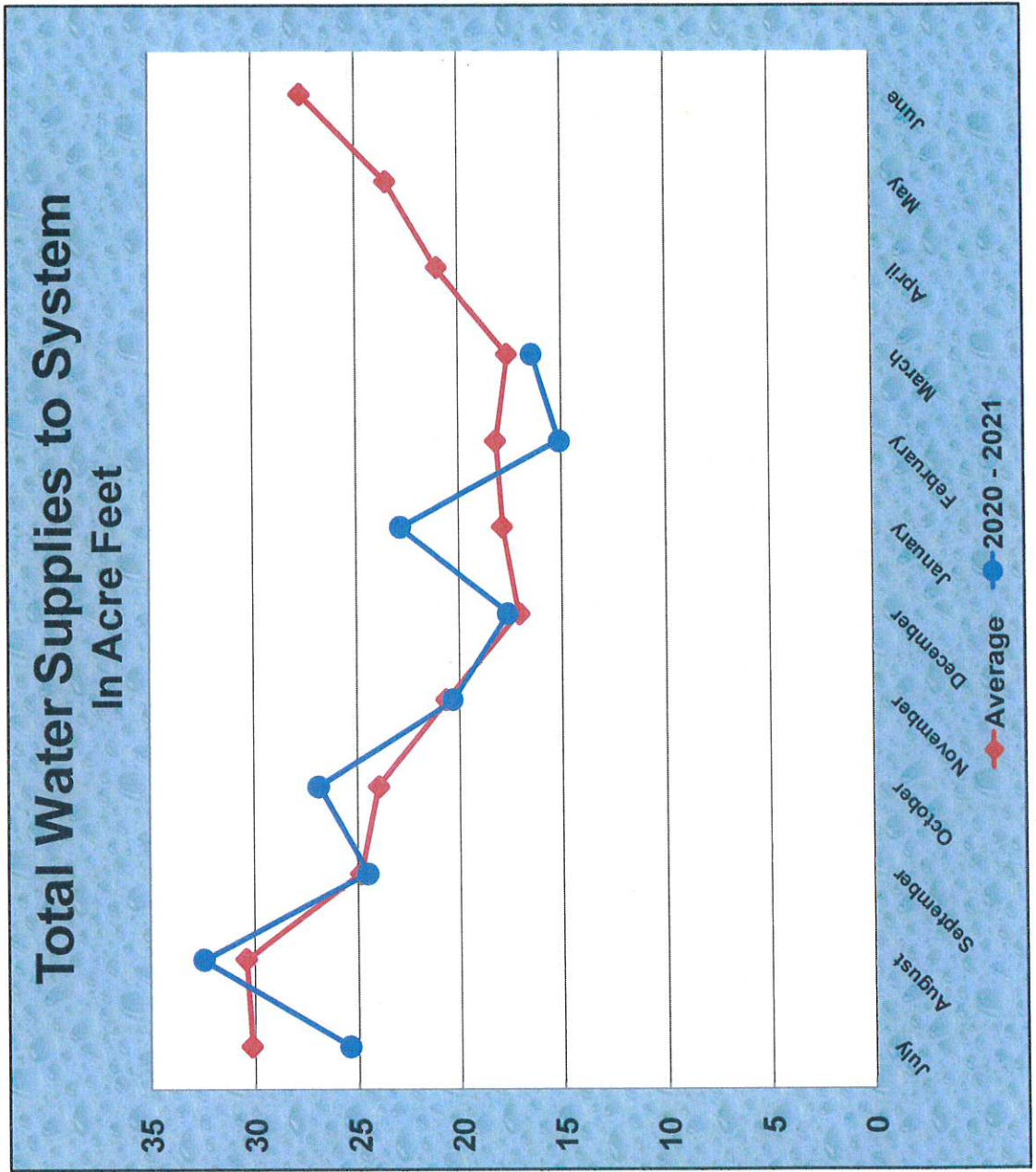
In Acre Feet



Total Water Supplies to System

In Acre Feet

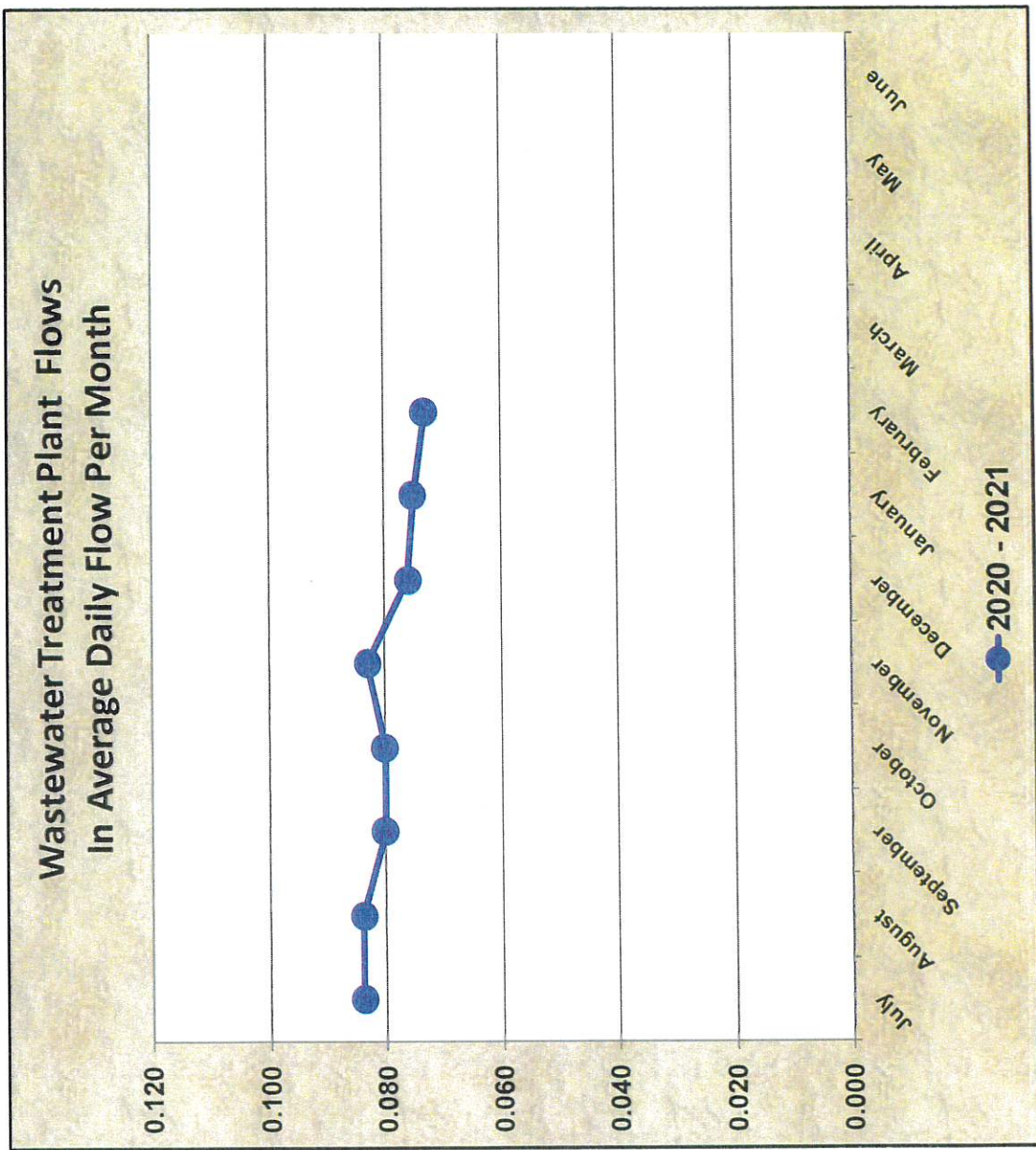
Total Water Supplies To System		
Fiscal Year	Average	2020 - 2021
July	30.1	25.4
August	30.4	32.4
September	24.8	24.5
October	24.0	26.8
November	20.6	20.3
December	17.1	17.6
January	17.9	22.9
February	18.2	15.1
March	17.6	16.4
April	21.1	
May	23.5	
June	27.6	
Total	272.8	201.5



Wastewater Treatment Plant Flows

In Average Daily Flows Per Month

Month	2020 - 2021
July	0.084
August	0.084
September	0.080
October	0.080
November	0.083
December	0.076
January	0.075
February	0.073
March	
April	
May	
June	
Average	0.079

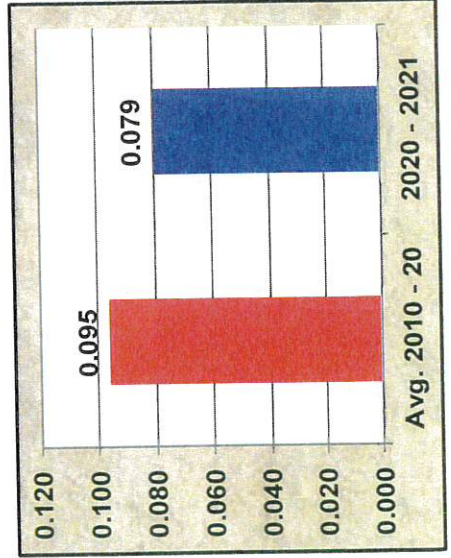
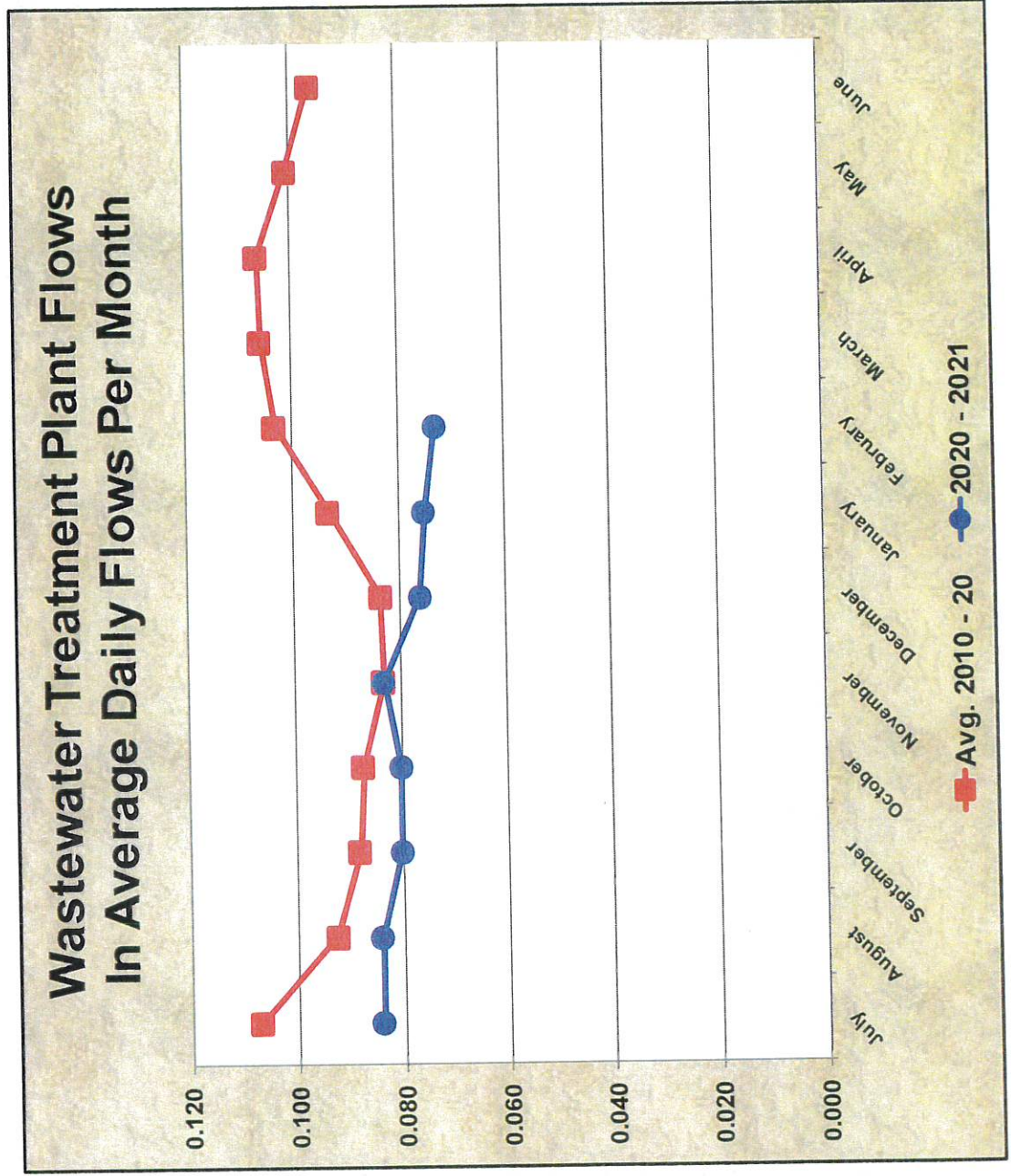


Wastewater Connections

Wastewater Connections:	585
Approved Future Connections:	3
Future Available Connections:	74
Maximum Possible Connections:	662

Wastewater Treatment Plant Flows In Average Daily Flows Per Month

Month	Avg. 2010 - 20	2020 - 2021
July	0.107	0.084
August	0.092	0.084
September	0.088	0.080
October	0.087	0.080
November	0.083	0.083
December	0.083	0.076
January	0.093	0.075
February	0.103	0.073
March	0.106	
April	0.106	
May	0.101	
June	0.096	
Average	0.095	0.079



Overview

- Strawberry Creek Pipeline Project
 - Additional survey perform on March 12th
 - Contacted property owner
 - Environmental assessment is required
- Wastewater Treatment Plant Update
 - Staff reviewed the Feasibility Study
 - Staff has comments and suggestions
 - Staff will tour Joshua Tree USBF plant
- Meeting with ACWA JPIA regarding safety and various training opportunities
- Tesco is progressing on the Control Panel
- Filed State Annual Water Report

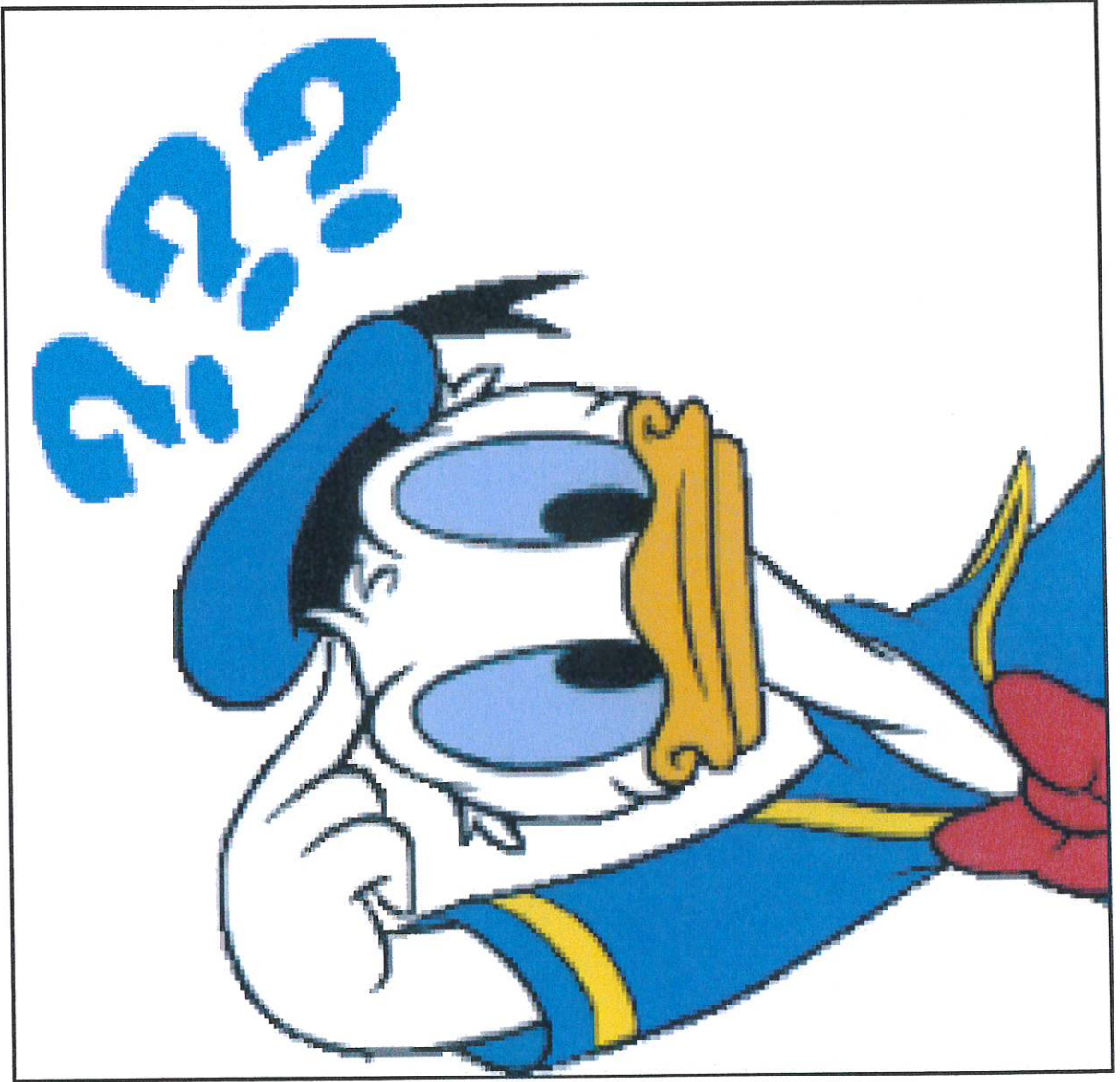


Overview

- Dealt with personnel matters
- Held Management Team meetings
- Addressed various customer service issues
- Communicated with General Counsel regarding various District matters
- Prepared items for Board meeting
- Met with Directors regarding various matters



Questions





IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
General Manager Havener

From: Board of Directors

Date: April 21, 2021

Subject: Item 5 – Approval of General Manager Contract

Recommendation:

Board of Directors will consider approving the General Manager Contract.

Background:

The Board of Directors assigned Vice President Szabadi to negotiate a contract to retain General Manager Havener. Over several months of discussion and negotiations, the Board of Directors and General Manager Havener agreed to the conditions contained within the contract.

Conclusion:

Board of Directors recommends approving the General Manager Contract.

Attachments:

Amended Employment Agreement of the General Manager of the Idyllwild Water District

AMENDED EMPLOYMENT AGREEMENT OF THE GENERAL MANAGER OF THE IDYLLWILD WATER DISTRICT

This Agreement dated and executed as of _____, 2021 is between Idyllwild Water District ("Employer" or "District") a government entity formed under Section 30000 of the California Water Code, and Leo Havener an individual ("Employee"), and it is intended to amend, supersede and replace the prior agreement between the District and Employee entered into in 2020. Employer and Employee (collectively "Parties") agree to the following terms and conditions of employment.

1. Period of Employment. Employer shall employ Employee from the Effective Date of this Agreement for a period of five years or until the employment is terminated in accordance with Section 4 of, this Agreement, whichever is earlier. The Effective Date of this Agreement shall be the date this Agreement is approved by the District. The Employee expressly agrees that the subject employment relationship under this Agreement is "at will" and that the Employee serves at the pleasure of the Board of Directors of the District. The continued employment of the Employee will depend on the satisfactory performance of the duties and responsibilities of the Employee set forth in in the District's General Manager job description, which appears as Exhibit "A" attached hereto and the performance of additional tasks and duties which may be required by the District, which shall include the satisfactory completion of certain capital improvement projects, and upon the specific approval of such continued employment by the District, but as an at-will employee, Employee may be terminated for any lawful reason or no reason without Skelly or appeal procedures. If the Employee is terminated without cause, then 30 days' notice will be provided. Similarly, Employee will provide 30 days' notice of his termination of the Agreement.

This Agreement will be separately automatically renewed for two (2) additional two (2) year terms on the same terms as this Agreement unless the Employer notifies the Employee no less than sixty (60) days prior to the expiration of the original term or any renewal term provided in this Agreement.

2. Position and Responsibilities.

(a) Position. Employee accepts employment with Employer as its General Manager and shall lawfully and competently perform all services appropriate to that position, as well as such other services consistent with the General Manager position as may be assigned by Employer's Board of Directors. These duties include, but are not limited to, those set forth in the District's General Manager description, which appears as Exhibit "A," and timely completion of certain capital improvement projects identified on the attached Exhibit "B", and certain projects to be identified by the Board annually, which are incorporated into this Agreement by reference as if set forth in full herein, to this Agreement. The District's Board may at any time during the term of this Agreement modify any provisions of the General Manager job description without further notice to the Employee. Employee shall devote his best efforts and attention to the satisfactory performance of his duties.

(b) Other Activity. Employee (during his employment with Employer) shall not engage, directly or indirectly, in any other business, commercial, or professional activity (whether or not pursued for pecuniary advantage) that is or may generate financial or other conflict of interest, including time commitments, with his position as General Manager or the appearance thereof. Nor shall Employee seek or accept any personal enrichment or profit derived from confidential information or misuse of public property or time. If Employee is not certain whether or not a particular proposed outside activity is permitted under this Agreement, he shall ask the Board of Directors in writing for a determination thereon before engaging in the activity, and the Board of Directors shall within thirty (30) days make a determination thereon. Failure to act on the part of the Board of Directors within said thirty (30) day period shall not be deemed approval.

3. Compensation and Benefits.

(a) Compensation. Employee's salary for the remainder of the current fiscal year until June 30, 2021 shall be based on an annual salary of \$119,225.00, prorated and paid on the District's regular pay-days. Thereafter, Employer shall pay Employee an annual salary of \$133,000.00, prorated to be paid on the District's regular pay-days, which salary shall be adjusted every subsequent year thereafter on July 1 thereof by the COLA increase, if any, if provided by the District to the employees of the District. As a salaried Employee, the Employee shall devote the required time and effort to completely and satisfactorily fulfill and carry out his duties and the Employee, it is understood by the Employee that this is a full-time position. The position is exempt from overtime under District policies and law, including but not limited to the Fair Labor Standards Act ("FLSA").

(b) Benefits. Employee shall be entitled to receive the benefits as noted below in addition to any that are offered to all employees:

(1) Automobile. For his own automobile Employee shall receive an allowance of Five Hundred Dollars (\$500) per month, for driving to and from the District offices and facilities and at such facilities. Employee shall be responsible for fuel costs for the vehicle. Employee shall be required to maintain auto insurance in the amount of Five Hundred Thousand Dollars (\$500,000) per person and One Million Dollars (\$1,000,000) per incident at no cost to the District. Said insurance shall name the District as an additional insured. It is the Employee's intention to use the Employee's automobile for his work for the District.

(2) Expenses. Employer shall reimburse Employee for reasonable travel and other business expenses incurred by Employee in the performance of his duties, in accordance with Employer's policies, as they may be amended in Employer's sole discretion. However, such travel expenses, including but not limited to mileage, shall not be duplicative of any car expenses already covered by this Agreement.

(3) Residency Incentive Pay. The Employee shall be entitled to receive a monthly residency incentive pay of \$500.00 per month, in addition to the Employee's pay, per month as allowance for living in Idyllwild or within in a seven-mile radius of the District's office. The Board President may request reasonable proof of residency periodically be shown the Board President, such as a lease or utility bill. The District provides incentive pay for such proximity, due to the mountainous location of the District, the higher cost of housing on the mountain, and the need for the Employee to respond to emergencies quickly, the fact that snow and rain can cause road closures, and the difficulty of finding applicants who can quickly respond if they live at the bottom of the mountain.

(4) No Health Insurance Policy or Coverage to be provided. The Employee shall be entitled to all the benefits enumerated in the Personnel Policy of the District for a General Manager, except for health insurance which has been declined by the Employee for the full term of his employment by the District, upon which the District relied in establishing the Employee's salary under this Agreement. The Employee has his own health insurance policy. Further, by voluntarily executing this Agreement the Employee specifically confirms him having declined health care insurance coverage provided by the District. Should the Employee wish to join the Employer's plan, he may do so during the next open enrollment or when a status change occurs, such as loss of a spouse's health plan due to a spouse becoming unemployed. In such event, the Employer shall have the right to prospectively amend the salary provided for herein to reduce it by the amount of such additional costs and expense.

(5) Personal Time Off (PTO). In lieu of vacation time, or sick leave which the employee shall not accrue or be entitled to receive, the Employee shall accrue a total of six (6) weeks of PTO in any twelve (12) month period, as follows: the Employee shall begin accruing such time at the beginning of his first full month of employment, i.e. 20 hours per each month of employment. Employee shall give the Board of Directors advance notice of foreseeable absences from his duties, anticipated dates and duration of any such absence. PTO shall be administered in the manner provided in the Employment Manual of the District, which terms have been explained and understood by the Employee, which terms have been explained and understood by the Employee.

(6) Administrative Leave. Administrative Leave must be used within the year it is granted. Two weeks (80 hrs.) of such leave is provided each year starting January 1. Administrative Leave may not be carried over or accumulated from year to year. Any remaining Administrative Leave as December 31 each year shall be forfeited.

(7) Telephone. Employer shall provide Employee with a cellular telephone for use connected to work only, for which Employer shall pay the expenses.

(8) The Employee shall not take any time off in excess of two (2) weeks whether pursuant to PTO or Administrative leave provided herein, unless previously approved by the District.

(9) The herein provided maximum six weeks of PTO and 2 weeks of Administrative Leave shall be the absolute limit of time off during the original period of this Agreement and any renewal thereof provided herein, except where the Board approves additional leave required by law.

(10) Employee is considered a "key employee" under the Family and Medical Leave Act ("FMLA"). Where a key employee's prolonged absence would cause a substantial and grievous economic injury to the organization, the District may not be required to reinstate a key employee after FMLA leave. Should Employee take FMLA or California Family Rights Act ("CFRA") leave for a qualifying reason, such leave will run concurrently with the use of accrued paid leave. Following a reasonable accommodation interactive discussion, if it is determined Employee has become unable to perform his essential job functions with or without a reasonable accommodation, Employee's employment may be terminated without a severance right as set forth in Section 4(d) herein.

(11) The Employee understands and recognizes that as the General Manager of the District he has a continued obligation to oversee the business and operation of the District consequently should the circumstances require any and all vacation or other plans he might have to be away from the District may have to be appropriately adjusted and/or reduced.

4. Termination of Employment.

(a) By Employer Not for Cause. At any time, during the course of this Agreement, Employer may terminate Employee for any reason, with or without cause, by providing Employee a thirty (30) day written notice, except where immediate termination or shorter notice is for cause in which case shorter notice or immediate termination will apply. Employer must make a determination to terminate Employee without cause by a valid and formal vote of the Board of Directors. Such resolution by the Board shall set the effective date of such termination. Employer may discipline, demote, or dismiss Employee as provided in this Section 4 notwithstanding anything to the contrary contained in or arising from any statements, policies, or practices of Employer relating to the employment, discipline, or termination of its employees. If the Employer terminates Employee under the terms of this subsection 4(a), the Employee shall receive a four-month severance pay. Such monthly severance shall be computed based on the monthly salary of the Employee at the time of termination and shall not include any benefits payable under this Agreement such as allowance and contributions to any retirement plan. Such severance payment shall be paid as one lump sum or monthly payments, at the election of the District. Said severance payment shall be increased each year by an additional one month commencing the second year of employment however such total severance payment shall not exceed one year during the employment of the Employee by the district. The payment of such severance compensation shall be conditioned upon the Employee executing a general release

agreement providing for the general and unconditional release of all known and unknown claims against the District, its Board and Employees with a waiver of any and all rights under Section 1542 of the California Civil Code.

(b) By Employee Not for Cause. At any time, Employee may terminate his employment with Employer for any reason, with or without cause, by providing Employer thirty (30) days' advance written notice. Employer shall have the option, in its complete discretion, to make Employee's termination effective at any time prior to the end of such notice period, however such election by the Board shall not reduce the District obligation to pay the Employee's salary and benefits during the such 30-day period, except where paying such salary or benefits is not permitted by law. During such period the Employee shall, at the election of the Board, continue to perform his duties and aid and assist the Board in the process of transitioning the management of the District to a person or persons who shall perform the Employee's duties. In such instance the Employee shall not be entitled to receive any severance pay and/or any benefits.

(c) By Employer for Cause. At any time, Employer may immediately terminate this Agreement and the employment of the Employee by providing Employee written notice of the cause for such termination. To the extent permitted by law, all benefits under this Agreement shall terminate upon termination for cause pursuant to this subsection, and the Employee shall not be entitled to any severance pay or benefits; notice of termination of benefits required by Cal-Cobra will be provided to the extent applicable.

For the purposes of this Agreement, termination shall be "for cause" if Employee: (i) refuses or fails to act in accordance with any specific, lawful, direction or order from the Board; (ii) gross negligence, (iii) is charged with a felony; (iv) is charged with any criminal act involving fraud, malfeasance, including but not limited to any act of misfeasance, described in Title 7 commencing with Section 92 of the Penal Code of the State of California; (v) misstatement by Employee in employment application materials; (vi) violates lawful confidentiality rule such as protections for privileged information or closed session confidentiality; (vii) violates any State, Federal, local law or the Employer's employment manuals and rules, any resolutions and/or ordinances of the Employer; (viii) material damage to any of District property that is caused by the Employee's willful or negligent conduct; (ix); any material act of dishonesty, misappropriation, embezzlement, fraud, or similar conduct; (x) or harassment, abusive or other behavior by the Employee, that, in the reasonable judgement of the District, could interfere with the business of the District.

(d) Termination in Event of Inability to Perform Essential Job Functions. Employee is considered a "key employee" under the Family and Medical Leave Act ("FMLA). Where a key employee's prolonged absence would cause a substantial economic injury to the organization, the District may not be required to reinstate a key employee after FMLA leave. Such a termination of employment shall be without severance. Following a reasonable accommodation interactive discussion, if it is determined Employee has become unable to perform his essential job functions with or without a reasonable accommodation, Employee's employment may be terminated without a severance right.

(e) Termination Obligations. Employee agrees that all property, including, without limitation, all equipment, tangible Proprietary Information (as defined below), documents, records, notes, contracts, and computer-generated materials furnished to or prepared by Employee incident to his employment belongs to Employer and shall be returned promptly to Employer upon termination of Employee's employment. Employee's obligations under this subsection shall survive the termination of his employment and the expiration of this Agreement. The Employee agrees that he shall cooperate with the District after the termination his employment as may become necessary relative to any actions he had taken or supervised while he was employed by the District. Said obligations must be fully satisfied prior to the payment of any severance pay.

(f) Government Code Section 53243 and 53243.3. Under Government Code Section 53243.3, regardless of the term of the contract, if the contract is terminated, a cash settlement related to the termination that an Employee may receive, if any, from the local agency shall be fully reimbursed to the local agency if the Employee is convicted of a crime involving an abuse of his office or position. Under Government Code Section 53243, if Employee has been paid any salary pending an investigation, such salary shall be fully reimbursed if Employee is convicted of a crime involving an abuse of his or her office or position.

5. Evaluation. Employee during the term of his employment under this Agreement will be evaluated at regular interval(s) selected by the Board. Failure of the Board to provide such evaluation and/or the results of such evaluation(s) shall not in any way limit the Board's ability to terminate this Agreement pursuant to Section to section 4.

6. Defense and Indemnity. To the extent permitted by law, the District shall defend and indemnify the employee against all necessary expenditures and losses incurred by the Employee in direct consequence of the lawful discharge of his duties, in accordance with the Government Code to the extent a civil action, proceeding or claim arises out of actions performed in the course and scope of Employee's duties for the Employer in accordance with Government Code 995, et seq., unless the employee acted or failed to act because of actual fraud, corruption, or actual malice, or the defense would create a specific conflict of interest between the public entity and the employee. However, pursuant to Government Code Section 53243.1, any agreement by District to fund the legal criminal defense of Employee shall require that any funds provided for that purpose be fully reimbursed to the local agency if the Employee is convicted of a crime involving an abuse of his office or position.

7. Proprietary Information. "Proprietary Information" is all information and any idea pertaining in any manner to the business of Employer (or any Employer affiliate), its employees, clients, consultants, or business associates, which was produced by any employee of Employer in the course of his or her employment or otherwise produced or acquired by or on behalf of Employer. Proprietary Information shall include, without limitation, trade secrets, product ideas, inventions, processes, formulas, data, know-how, software and other computer programs, copyrightable material, marketing plans, strategies, sales, financial reports, forecasts, and customer lists. All Proprietary Information not generally known outside of Employer's organization, and all Proprietary Information so known only through improper means, shall be deemed "Confidential Information." During his employment by Employer, Employee shall use Proprietary Information, and shall disclose Confidential Information, only for the benefit of

Employer and as is necessary to perform his job responsibilities under this Agreement. Following termination, Employee shall not use any Proprietary Information and shall not disclose any Confidential Information, except with the express written consent of Employer. Employee's obligations under this Section shall survive the termination of his employment and the expiration of this Agreement. This paragraph shall not be construed to allow a violation of any law, including but not limited to the Public Records Act, and shall be read in harmony with its provisions and exceptions.

8. Notices. Any notice or other communication under this Agreement must be in writing and shall be effective upon delivery by hand or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered, and addressed to Employer at the address below, or to Employee at the last known address maintained in Employee's personnel file. Employee shall be obligated to notify Employer in writing of any change in his address. Notice of change of address shall be effective only when done in accordance with this Section.

Employer's Notice Address:

President, Board of Directors
Idyllwild Water District
P.O. Box 397
Idyllwild, CA 92549-0397

Employee's Notice Address:

[Leo Havener shall notify the District under separate cover of his notice address]

Leo Havener:

9. Action by Employer. All actions required or permitted to be taken under this Agreement by Employer, including, without limitation, exercise of discretion, consents, waivers and amendments to this Agreement, shall be made and authorized only by the Board of Directors or by its representative specifically authorized in writing to fulfill these obligations under this Agreement.

10. Direction from Board. Employee shall take direction as to matters of District business only from the Board as a whole or from a duly authorized Board Committee which has been granted the power by the Board to give direction to Employee.

11. Integration. This Agreement and Attachments is intended to be the final, complete, and exclusive statement of the terms of Employee's employment by Employer. This Agreement supersedes all other prior and contemporaneous agreements and statements, whether written or oral, express or implied, pertaining in any manner to the employment of Employee,

and it may not be contradicted by evidence of any prior or contemporaneous statements or agreements. To the extent that the practices, policies, or procedures of Employer, now or in the future, apply to Employee and are inconsistent with the terms of this Agreement, the provisions of this Agreement shall control.

12. Amendments. This Agreement may not be amended except in a written document signed by each of the parties. Failure to exercise any right under this Agreement shall not constitute a waiver of such right.

13. Assignment. Employee shall not assign any rights or obligations under this Agreement. Employer may, upon prior written notice to Employee, assign its rights and obligations hereunder.

14. Severability. If a court or arbitrator holds any provision of this Agreement to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

15. Attorneys' Fees. In any legal action, arbitration, or other proceeding brought to enforce or interpret the terms of this Agreement, the prevailing party shall not be entitled to recover reasonable attorneys' fees and costs.

16. Representations made by the Employee. The Employee understand that the District materially relied on the representations made by the Employee on his resume and interviews with the Board of the District regarding his past employment and further affirms that such representations are true and correct.

17. Governing Law. This Agreement shall be governed by and construed in accordance with the law of the State of California.

18. Venue. The venue for any litigation to interpret or enforce this Agreement shall be in the Riverside County Superior Court.

19. Interpretation. This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement.

20. Partial Invalidity. In the event any provision of this Agreement is void or unenforceable for any reason, then the remaining provisions shall continue to be in full force and effect.

21. Employee Acknowledgment. Employee acknowledges that he has had the opportunity to consult legal counsel in regard to this Agreement, that he has read and understands this Agreement, that he is fully aware of its legal effect, and that he has entered into it freely and voluntarily and based on his own judgment and not on any representations or promises other than those contained in this Agreement.

22. This Agreement shall be effective when and if it is approved by a valid vote of the Board of Directors of this District at a noticed Board meeting.

23. The employment of this Employee is governed by this Agreement and is not subject to the provisions of the District's Employment Manual except as specifically provided herein.

24. This Agreement amends, supersedes and replaces the prior Agreement between Employee and District entered into in 2020.

The parties have duly executed this Agreement as of the date first written above.

IDYLLWILD WATER DISTRICT

By: _____
Charles Schelly, President of the
Idyllwild Water District

EMPLOYEE

By: _____
Leo Havener

Exhibit "A"

IDYLLWILD WATER DISTRICT
JOB DESCRIPTION

POSITION: GENERAL MANAGER

Description. Under policy direction of the Board of Directors, is chief executive of the agency, responsible for all agency activities, including administration, public relations, personnel, design, construction, finance, operations and maintenance; represents the Board's policies and programs with employees, community organizations and the general public; reviews budget requests and makes recommendations to the Board on final expenditure levels and does related work as required.

Examples of Duties. Serves as Chief Administrative Officer for the District; provides advice and consultation on the development of District programs and policies; oversees development of the Board agenda for meetings; conducts a variety of special studies and surveys to determine the effectiveness of District programs; represents the Board's policies and programs with employees, other governmental agencies and the public; oversees preparation of the annual budget, making recommendations to the Board on final expenditure levels; maintains continuous awareness of administrative practices and recommends changes which increase the efficiency and economy of District operations; has responsibility for District personnel matters, including employment procedures, classification and pay; prepares agreements with other agencies; prepares long-term capital improvement plans for facility development and financing; coordinates the work of consultants; represents the District before other agencies.

General Requirements. Requires a knowledge of principles and practices of public administration, including administrative analysis, fiscal planning and control, and policy and program development; laws, rules, ordinances and legislative processes controlling District operations; organization, operations and problems of special districts; research and evaluation methods; budgeting principles and practices; cost estimating and contract administration; public personnel administration and employer-employee relations.

Requires an ability to plan organize, coordinate and direct the work of office and field staff to achieve efficient operations and meet program goals; prepare and administer a District budgeting and fiscal control process; collect, organize and analyze data on a variety of topics; prepare and present concise and comprehensive reports; oversee preparation of Board agendas; communicate clearly during public presentations; exercise leadership, authority and supervision tactfully and effectively; evaluate and make recommendations on improvements to District operations, facilities and services; provide advice and consultation to the Board of Directors on the development of ordinances, regulations and policies; establish and maintain cooperative working relationships.

Typical Physical Activities. Travels frequently by automobile in conducting District business; communicates orally with Board members, employees and the public; regularly uses a telephone; uses office equipment such as computer terminals, copiers and FAX machines; frequently visits the site of field construction and maintenance activities; sits for extended time periods; hearing and vision must be within normal range.

Qualifications. College degree preferred and demonstrated managerial or administrative experience requiring the responsibility for formulation and implementation of programs, budgets, and administrative operations. Grade II Water Treatment and Distribution certifications are preferred and Grade I Waste Water Treatment certification desired.

Special Requirement. Possession of an appropriate California operator's license issued by the Department of Motor Vehicles. Possession and proof of a good driving record as evidenced by freedom from multiple or serious traffic violations. The driving record will not contribute to an increase in the District's automobile insurance rates.



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: General Manager Havener
Date: April 21, 2021
Subject: Item 6 – Approval to Purchase a Weather Station

Recommendation:

Board of Directors will consider approving the General Manager to purchase a weather station.

Background:

During the March 17, 2021 Regular Board Meeting, the Board of Directors requested General Manager Havener to research weather stations and bring the item back to the Board.

After researching various weather stations, staff determined Davis Instruments Vantage Vue Wireless Weather Station at a cost of approximately \$465.00 will suit the District's needs.

Fiscal Impact:

The weather station is a non-budgeted item, but funds are available for its purchase.

Conclusion:

General Manager recommends the purchase of the Davis Instruments Vantage Vue Wireless Weather Station at a cost of approximately \$465.00.

Attachments:

Davis Instruments Weather Stations, various models.

Vantage Vue®

Seriously simple weather

Watch video 

All-in-one, self-contained

The fully-integrated, corrosion-proof sensor suite is built to take all the weather your location can give — freezing winters, springtime thunderstorms, blistering summer sun, and brisk autumn winds.



Inside & Outside Temperature



Inside & Outside Humidity



Dew Point



Wind Speed & Direction



Wind Chill & Heat Index



Barometric Pressure



Rainfall & Rain Rate



Historical Graphing



Forecast



Moon Phase

Vantage Vue options



6250
Wireless
\$395
[Shop](#)

6110
Wireless Bundle
\$465
[Shop](#)

Anemometer, Rain Collector, Temperature and Humidity Sensors



Standard Radiation Shield



Bundle

WeatherLink Live



Console



Wireless

1,000 ft.

Transmission

Frequency-hopping, spread-spectrum radio ensures data transmission up to 1,000 ft. (300 m) line-of-sight.

Solar-powered

Energizes the station during the day. Onboard supercapacitor provides power at night. Lithium battery provides backup when needed.



Updates 10x faster than the competition

2.5 sec

WIND SPEED

10 sec

TEMPERATURE

10 sec



Industry-leading specs

0.01"

RAIN

Self-emptying tipping spoon measures rain in 0.01" increments. Metric version measures in 0,2 mm increments.

180 mph

WIND SPEED

Records wind speeds as low as 2 mph (3 km/h) and is wind tunnel-tested to 200 mph (322 km/h).

-40 to 150 °F

TEMPERATURE

1 to 100 %

HUMIDITY

Radiation shield provides excellent protection from solar radiation and other sources of radiated and reflected heat for accurate temperature and humidity readings.

Built-in bubble level

Allows for easy of installation and better data collection.



Durability

Corrosion protected

Corrosion-resistant cover provides durability in extreme conditions. Electronics are potted or over-molded for added moisture shielding.

Engineered to last

Davis engineers push the boundaries with their passion for

UV protected

Engineered to withstand scorching sun. Where competitor products yellow and crack, our UV-resistant cover is rigorously tested to protect electronic components for years.

Extreme testing

Davis engineers push the boundaries with their passion for science, precision, and human-centric designs. They proudly stand behind all our products.

Minimum of 10 tests before shipping include rigorous calibrations and material endurance.



Professional, yet affordable

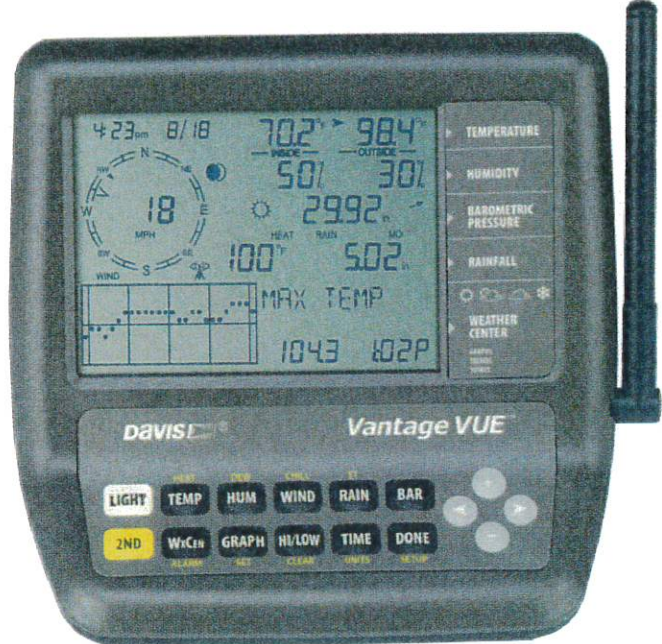
A whole lot of weather station that won't break your bank. Performance, accuracy and reliability at reasonable price

Easy install

Sets up in minutes. Smaller profile sensor suite is designed to minimize visual impact in your yard or on your roof.

[Watch video](#) 

Vantage Vue console



Graphs

Graphs the last 25 hours, days or months. View up to 50 graphs for temperature, rain, rain rate, wind, and barometric pressure - all on the console.

50
GRAPHS

Alarm

Set 22 simultaneous, different alarms to warn of dangers such as high winds, freezing temperatures, rain rate, heat index, flood warning, and more.

22
SIMULTANEOUS ALARMS



1,000 ft.
TRANSMISSION RANGE

Retransmits

Console can extend range up to another 1,000 ft. (300m) by retransmitting to additional consoles.

Calculated Data

See updated values every 10 seconds for heat index and wind chill to get a better "feel" for the outside environment.