

REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

July 20, 2022 – 6:00 P.M.

Pursuant to AB 361 and action taken by the Board pursuant to such, this meeting will be held in person and virtually.

Topic: Board of Directors Meeting

Time: Jul 20, 2022 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85938135874?pwd=RzcyeGhVZXNcMUI2NERwT2ZOVmZUUT09>

Meeting ID: 859 3813 5874

Passcode: 469248

One tap mobile

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Find your local number: <https://us06web.zoom.us/u/kwrgPK9J>

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 act 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 – 5 minutes

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by



the Board at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

A. MINUTES

Regular Board Meeting: June 15, 2022

B. FINANCIAL REPORTS

1. Income statement for the twelve-months ending June 30, 2022
2. District warrants for June 2022

Check #17210 – 17250	= \$ 255,380.19
Gross Payroll	= \$ 64,511.00
Federal/State PR taxes	= \$ 4,865.00
LAIF Transfers	= \$ 0.00
Transfers/charges	= \$ 405.00

C. OPERATIONS REPORT

D. CONSIDER CONTINUATION OF REMOTE MEETINGS PURSUANT TO AB 361 AND MAKE REQUIRED FINDINGS

Board of Directors will consider continuing remote meetings pursuant to AB 361

INFORMATION

2. **GENERAL MANAGER REPORT** – 5 minutes

ACTION ITEMS

3. **CONSIDER MODIFYING THE DISTRICT’S HOUSING STIPEND POLICY (POLICY NO. 2019.001 TITLED “EMPLOYEE STIPEND FOR RESIDING WITHIN 6 MILES OF THE DISTRICT”)** – 10 minutes

Board of Directors will consider modifying the District’s Housing Stipend Policy (Policy No. 2019.001) for employee eligibility to take effect when an employee is hired by the District and resides within the 6-mile radius.

DIRECTORS COMMENTS – 5 minutes

ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for August 17, 2022, 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: office@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 those reasonable arrangements can be made to provide accessibility to the meeting.



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: July 20, 2022
Subject: Item 1A – Board Minutes

Recommendation:

Board of Directors approve June 15, 2022, Board meeting minutes.

Attachments:

- Minutes of Regular Meeting of the Board of Directors



MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

June 15, 2022 – 6:00 P.M.

Pursuant to AB 361 and action taken by the Board pursuant to such, this meeting will be held in person and virtually.

AGENDA

CALL TO ORDER

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

ROLL CALL

President Schelly, Director Gin, and Director Olson were physically present, with and Vice President Szabadi attended via Zoom. Director Kunkle was absent. General Manager Havener, Chief Financial Officer Shouman, Chief Water Operator, and Co-General Counsel Guiboa were physically present.

PUBLIC COMMENTS

None

1. CONSENT CALENDAR

A. MINUTES

Regular Board Meeting: May 18, 2022

B. FINANCIAL REPORTS

1. Income statement for the eleven-months ending May 31, 2022
2. District warrants for May 2022

Check #17160 – 17209	= \$ 245,962.84
Gross Payroll	= \$ 61,960.00
Federal/State PR taxes	= \$ 4,223.00
LAIF Transfers	= \$ 0.00
Transfers/charges	= \$ 362.25

C. OPERATIONS REPORT

D. CONSIDER CONTINUATION OF REMOTE MEETINGS PURSUANT TO AB 361 AND MAKE REQUIRED FINDINGS

Board of Directors will consider continuing remote meetings pursuant to AB



361

DIRECTOR COMMENTS

Vice President Szabadi inquired about various financial information.

PUBLIC COMMENTS

Steve Molton inquired about meters, fire hydrants, and water tanks.

A MOTION was made by Director Olson to approve Consent Calendar. Director Kunkle seconded.

The vote was as follows:

AYES

Director Gin
Director Olson
Vice President Szabadi
President Schelly

NAYS

ABSTAIN

ABSENT

Director Kunkle

Motion approved.

INFORMATION

2. GENERAL MANAGER REPORT

General Manager Havener presented the report and addressed questions. Vice President Szabadi requested, and the Board approved, to allow him to work with General Manager Havener on finalizing the Personnel Manual. Becky Clark inquired about the settlement agreement with Tyler Puckett.

DISCUSSION ITEMS

3. THE DISTRICT'S WATER SHORTAGE CONTINGENCY PLAN (ORDINANCE NO. 66)

DIRECTORS COMMENTS

General Manager Havener informed the Board that the District has moved into Stage 2 of the existing District water policy, and that signs have been placed throughout the District to inform and encourage the public to conserve water. Vice President Szabadi and President Schelly expressed concerns over the current policy and a desire for General Manager Havener to update the existing policy approval. Co-General Counsel Guiboa gave an update on the existing state water ordinance requiring a water district to have a minimum of 3,000 accounts or use a minimum of



3,000-acre feet of water per year, which the District has and does neither. Therefore, the District is not subject to the existing state water ordinance.

PUBLIC COMMENTS

None

4. VEHICLE ASSET LISTS

DIRECTORS COMMENTS

President Schelly gave an overview of the reason he requested the vehicle asset list and requested that the list be used for the next fiscal year budget.

PUBLIC COMMENTS

None

ACTION ITEMS

5. CONSIDER APPROVING RESOLUTION NO. 787 BUDGET FOR FISCAL YEAR 2022 – 2023

Board of Directors will review the FY 2022 – 2023 Budget and consider adoption of Resolution No. 787 approving FY 2022 – 2023 Budget.

DIRECTORS COMMENTS

Vice President Szabadi inquired about the use of reserve funds and the building modifications for the lower offices.
President Schelly stated that the ongoing projects are first priority, and that the building modifications are second priority.

PUBLIC COMMENTS

Steve Motlon inquired about reserve funds and their usage.

A MOTION was made by Director Olson to adopt Resolution No. 787 approving FY 2022 – 2023 Budget. Director Gin seconded.

The rollcall vote was as follows:

AYES

Director Gin
Director Olson
Vice President Szabadi
President Schelly

NAYS

ABSTAIN

ABSENT

Director Kunkle

Motion approved.



6. CONSIDER MODIFYING THE DISTRICT'S HOUSING STIPEND POLICY (POLICY NO. 2019.001 TITLED "EMPLOYEE STIPEND FOR RESIDING WITHIN 6 MILES OF THE DISTRICT")

Board of Directors will consider modifying the District's Housing Stipend Policy (Policy No. 2019.001) for employee eligibility to take effect when an employee is hired by the District and resides within the 6-mile radius.

DIRECTORS COMMENTS

This item was held over to the July Board meeting.

The Board took a five (5) minute recess at 7:14 p.m. before moving into closed session.

CLOSED SESSION

7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Manager

The Board resumed Open Session at 8:37 p.m.

REPORT FROM CLOSED SESSION

No reportable action.

ADJOURNMENT

Board adjourned at 8:37 p.m.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Leo Havener
BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: July 20, 2022
Subject: Item 1B – Financial Reports

Recommendation:

Board of Directors accept June 2022 Financial Reports.

Attachments:

- Water Fund Condensed Income Statement
- Sewer Fund Condensed Income Statement
- District Warrants and Other Disbursements

**IDYLL WILD WATER DISTRICT
 WATER FUND CONDENSED INCOME STATEMENT
 FOR FISCAL MONTH ENDING JULY, 2022**

CONDENSED CATEGORY	FOR THE MONTH OF		VARIANCE	%
	ACTUAL 2022	BUDGET 2022		
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	77,691	77,496	195	0.25%
SALES-RESIDENTIAL/COMMERCIAL	69,055	62,000	7,055	11.38%
OTHER OPERATING REVENUE	449	200	249	124.50%
OTHER NON-OPERATING REVENUE*	0	0	0	
TOTAL OPERATING REVENUES	147,195	139,696	7,499	5.37%
OPERATING REVENUE BY CATEGORY	FOR THE MONTH OF		F (U)	%
	ACTUAL 2021	BUDGET 2020		
BASE RATE - RESIDENTIAL	57,883	57,688	195	0.34%
BASE RATE - COMMERCIAL	19,808	19,808	0	0.00%
SALES-RESIDENTIAL	39,280	36,000	3,280	9.11%
SALES-COMMERCIAL	29,775	26,000	3,775	14.52%
SALES-SEWER	0	0	0	0.00%
SALES-CONSTRUCTION/OTHER	449	200	249	0.00%
TRANSFER FEES	0	0	0	0.00%
TURN ON/OFF FEES	0	0	0	0.00%
LIEN & LIEN RELEASE FEES	0	0	0	0.00%
DELINQUENCY FEES	0	0	0	0.00%
WILL SERVE LETTER FEES	0	0	0	0.00%
OTHER MISCELLANEOUS	0	0	0	0.00%
INSTALLATION FEES	0	0	0	0.00%
CAPACITY FEES	0	0	0	0.00%
TOTAL OPERATING REVENUES	147,195	139,696	7,499	5.37%

**IDYLLWILD WATER DISTRICT
 WATER FUND CONDENSED INCOME STATEMENT
 FOR FISCAL MONTH ENDING JULY , 2022**

FOR THE MONTH OF JULY 2022

CUBIC FEET OF SALES:

	Residential C.F.	Commercial C.F.	Total C.F.
R1 5/8	432,307	70,403	502,710
R2 3/4	11,257	11,311	22,568
R3 1"	4,702	81,901	86,603
R4 1.1/2"	0	35,935	35,935
R5 2"	0	4,101	4,101
R6 3"	0	6,900	6,900
IA 3"	0	133,306	133,306
NC-WWTP	0	454	454
TOTAL CUBIC FEET OF SALES	448,266	344,311	792,577

NUMBER OF CUSTOMER BILLS:

	R	C	Total
R1 5/8	1,432	104	1,536
R2 3/4	12	18	30
R3 1"	43	36	79
R4 1.1/2"	0	16	16
R5 2"	0	8	8
R6 3"	0	1	1
IA 3"	0	1	1
NC-WWTP	0	1	1
TOTAL NUMBER OF CUSTOMER BILLS	1,487	185	1,672

Sewer Acct	S
Fire Services F "2"	422
Fire Services F "3"	0
Fire Services F "4"	0

Total Idyllwild Customers

2,261

**IDYLLWILD WATER DISTRICT
WATER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING JULY , 2022**

BY CATEGORY	FOR THE MONTH OF		JULY	2022
	ACTUAL	BUDGET	F (U) VARIANCE	
WATER OPERATING EXPENSES:				
1- WAGES AND SALARIES EXPENSES	53,261	54,979	1,718	3.12%
2- RETIREMENT PLAN AND LIFE INSURANCE	3,317	3,370	53	1.57%
3- MEDICAL INSURANCE	9,625	9,888	263	2.66%
4- UNIFORM EXPENSES	0	107	107	100.00%
5- WORKER'S COMP INSURANCE	0	2,500	2,500	100.00%
6- RETIREMENT MEDICAL INSURANCE	0	2,000	2,000	100.00%
7- BOARD REIMBURSEMENT	373	600	227	37.79%
8- OFFICE SUPPLIES	812	1,500	688	45.87%
9- OFFICE CLEANING SERVICE	225	210	-15	-7.14%
10- POSTAGE AND MAILING FEE	1,393	900	-493	-54.78%
11- TRAINING AND EDUCATION	0	500	500	100.00%
12- TRAVELING, MILEAGE, MEALS REIMBURSEMENT	0	1,000	1,000	100.00%
13- DUES, FEES, SUBSCRIPTIONS	226	1,500	1,274	84.93%
14- COMPUTER SERVICES	150	1,500	1,350	90.00%
15- LEGAL SERVICES	8,076	2,000	-6,076	-303.80%
16- ENGINEERING AND CONSULTING	2,262	100	-2,162	-2162.00%
17- UTILITIES - ELECTRICITY	5,030	8,900	3,870	43.48%
18- UTILITIES - GAS& FUEL	360	620	260	41.94%
19- UTILITIES - PROPANE	1,183	100	-1,083	-1083.00%
20- UTILITIES - TELEPHONE INTERNET	2,262	2,500	238	9.52%
21- UTILITIES - WASTE MANAGEMENT FEE	204	250	46	18.40%
22- AUTO AND PROPERTY INSURANCE	0	1,000	1,000	100.00%
21- STATE-COUNTY WATER SYSTEM FEES	4,693	14,000	9,307	66.48%
22- GENERAL PLANT & TREATMENT SERVICES	0	12,500	12,500	100.00%
23 - VEHICLES REPAIRS AND MAINTENANCE	1,183	1,500	317	21.13%
25 - LABORATORY SERVICES	1,387	4,000	2,613	65.33%
26 - WATER SECURITY SYSTEM	0	500	500	100.00%
27 - ADVERTISING AND PUBLISHING	113	1,200	1,087	90.58%
28 - BANK FEE CHARGE	427	250	-177	-70.80%
29 - WATER MAINTENANCE AND SUPPLIES	0	200	200	100.00%
30- ACCOUNTING AND AUDITING FEE	0	2,000	2,000	100.00%
31- LIABILITY & PRPOERTY AND Auto INSURANCE	0	0	0	100.00%
TOTAL OPERATING EXPENSES:	96,562	133,660		
TOTAL INCOME AND (LOSS)	50,633	6,036		

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING JULY 2022**

FOR THE MONTH OF JULY 2022

CONDENSED BY CATEGORY	2022	2022	VARIANCE	%
	Actual	Budget		
OPERATING REVENUES:				
BASE-RESIDENTIAL/COMMERCIAL	60,349	60,349	0	0.00%
OTHER OPERATING	0	0	0	0.00%
TOTAL OPERATING REVENUES	60,349	60,349	0	0.00%
OPERATING EXPENSES:				
1- WAGES AND SALARIES	11,250	13,000	1,750	13.46%
2- RETIREMENT AND LIFE INSURANCE	1,105	1,220	115	9.43%
3- MEDICAL INSURANCE	3,524	3,300	-224	-6.79%
4- UNIFORM EXPENSE	0	0	0	0.00%
5- WORKERS COMPENSATION INSURANCE	0	0	0	0.00%
6- RETIREMENT MEDICAL INSURANCE	1,656	1,850	194	10.49%
7- BOARD REIMBURSEMENT	150	200	50	25.00%
8- OFFICE SUPPLIES	270	590	320	54.24%
9- OFFICE CLEANING SERVICES	75	70	-5	-7.14%
10- POSTAGE AND MAIL FEE	464	275	-189	-68.73%
11- EDUCATION AND TRAINING	0	0	0	0.00%
12- TRAVELLING, MILEAGE, MEAL REIMBURSEMENT	0	110	110	100.00%
13- DUE AND SUBSCRIPTION FEE	75	3,534	3,459	97.88%
14- COMPUTER SERVICES	50	500	450	90.00%
15- LEGAL SERVICES	2,692	285	-2,407	-84.45%
16- UTILITIES - ELECTRICITY	0	3,950	3,950	100.00%
17- UTILITIES - GAS & FUEL	165	213	48	22.54%
18- UTILITIES - PROPANE	0	0	0	0.00%
19- UTILITIES - TELEPHONE&INTERNET	747	1,000	253	25.30%
20- UTILITIES - WASTE MANAGEMENT FEE	68	66	-2	-3.03%
21- VEHICLES REPAIRS AND MAINTENANCE	0	500	500	100.00%
22- ENGINEERING SERVICES	0	1,500	1,500	100.00%
22- MAINTENANCE AND SUPPLIES	2,542	2,000	-542	-27.10%
23- GENERAL PLANT SERVICES	1,773	2,089	316	15.13%
24- SEWER PERMIT AND LICENSE(State Fee)	0	500	500	100.00%
25- MINOR EQUIPMENT AND SUPPLIES	0	0	0	0.00%
26- SEWER LEASE	0	5,000	5,000	100.00%
27- ADVERTISING AND PUBLISHING	0	500	500	100.00%
28- LABORATORY SERVICES	463	1,500	1,037	69.13%
29- SECURITY SYSTEM (ADT)	0	300	300	100.00%
30- ACCOUNTING & AUDITING FEE	625	3,000	2,375	79.17%
31- LIBITY & PROPERTY AND AUTO INS	0	1,500	1,500	100.00%
32- WASTE DISPOSAL FEES	0	3,000	3,000	100.00%
Total Expenses	27,694	51,552	23,858	46.28%
Total INCOME OR (LOSS)	32,655	8,797		

**IDYLLWILD WATER DISTRICT
SEWER FUND CONDENSED INCOME STATEMENT
FOR FISCAL MONTH ENDING JULY 2022**

	FOR THE MONTH OF JULY 2022			
	ACTUAL	BUDGET	F (U) VARIANCE	%
SEWER FUND OPERATING REVENUES				
BASE RATE-COMMERCIAL	40,566	40,566	0	0.00%
BASE RATE - RESIDENTIAL	19,783	19,783	43	0.22%
TRANSFER FEE	0	0	0	0.00%
FACILITY CHARGE FROM IAF	0	0	0	0.00%
INSPECTION FEE	0	0	0	0.00%
OTHER MISCE	0	0	0	0.00%
TOTAL OPERATING REVENUE	60,349	60,349	0	0.00%
EQUIVALENT DWELLING UNITS (E.D.U'S)				
RESIDENTIAL	459	457	2.0	0.44%
COMMERCIAL	941	932	9.0	0.97%
TOTAL E.D.U'S	1,400	1,389	11.0	0.79%
TOTAL Customers	422	164	586	

**IDYLLWILD WATER DISTRICT
DISTRICT WARRANTS AND OTHER DISBURSEMENTS
FOR THE MONTH ENDED June 30, 2022**

DATE	CHECK NUMBER	PAYEE	DESCRIPTION	AMOUNT
06/01/2022	17210	ALLSTATE BENEFITS	Monthly Charge	306.45
06/01/2022	17211	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	30,000.00
06/01/2022	17212	Streamline	Monthly Charge For Idyllwild Website	200.00
06/01/2022	17213	Four Seasons Cleaning Services	Cleaning Services to the office Month Of May	300.00
06/01/2022	17214	Frontier	Phone and Internet Charge	432.87
06/01/2022	17215	Home Depot Credit Services	Supplies For Water and Sewer	192.87
06/01/2022	17216	Underground Service Alert/SC	New Tickets Charges	36.40
06/01/2022	17217	Verizon Wireless	Monthly Charge	240.89
06/08/2022	17218	Forest Lumber	Supplies for Water+Sewer	401.74
06/08/2022	17219	Genuine Auto Parts/ Napa Riverside	Auto Parts	194.93
06/08/2022	17220	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	30,000.00
06/08/2022	17221	INFOSEND, INC	Printing and Processing Bills Fees	916.19
06/08/2022	17222	Inland Water Works Supply Co.	Water Supplies	325.71
06/08/2022	17223	USA Bluebook	Supplies for Water&Sewer	575.57
06/08/2022	17224	Village Hardware	Supplies For Water and Sewer	27.80
06/08/2022	17225	BEST BEST & KRIEGER	Monthly Legal Services	10,768.00
06/14/2022	17226	ACWA/JPIA	Medical insurance for May & June 2022	24,339.14
06/14/2022	17227	Bill D. Whitener	Retiree Medical Insurance for Apr + May + Jun 2022	1,278.14
06/14/2022	17228	Burtronics Business Systems	Contract Base Annual Fees	48.00
06/14/2022	17229	California State Fire Protection Co.	Fire Extinguisher Refile and check up	2,251.28
06/14/2022	17230	Elizabeth Lyons	Medical Retirement for Lyons Family	1,340.07
06/14/2022	17231	Ferrellgas	Charge For Filling Propane	1,183.04
06/14/2022	17232	Herb Bergstrom	Retiree Medical insurance for Apr + May + Jun 2022	2,485.86
06/14/2022	17233	Kelly Clark	Retiree Medical Insurance for Apr + May + Jun 2022	1,523.44
06/14/2022	17234	S.C.E.	Monthly Charge	3,755.30
06/14/2022	17235	SUSP, INC	Sewer Consulting for the Newest Plant	25,777.25
06/14/2022	17236	S.C.E.	Monthly Charge	1,275.55
06/14/2022	17237	CR&R Incorporated	Monthly Services for Trash Fee	273.05
06/22/2022	17238	Babcock Laboratories, Inc	Monthly Charge	1,850.38
06/22/2022	17239	Golden Meters Services Inc	Last Payment for Meters Installation	69,397.07
06/22/2022	17240	Idyllwild Water District	To be Deposit at Hemet Bank For Payroll	30,000.00
06/22/2022	17241	Inland Water Works Supply Co.	Water Supplies	296.02
06/22/2022	17242	NORTHERN	Safety Tools	39.99
06/22/2022	17243	Staples Credit Plan	Monthly Charge	1,035.70
06/22/2022	17244	T-Mobile	Monthly Charge	20.00
06/22/2022	17245	Time Warner Cable	Phone &Internet Monthly Charges	2,316.86
06/22/2022	17246	Vaughan's Indust Repair	Inspection	2,254.00
06/22/2022	17247	Central Communications	Monthly Answering Services	162.27
06/22/2022	17248	USA Bluebook	Supplies for Water&Sewer	40.28
06/22/2022	17249	US Bank Corporate Payment System	General & Water Expenses	1,577.59
06/29/2022	17250	U.S. Postmaster	Postage Fee for CCR	941.49
TOTAL DISTRICT WARRANTS				255,380.19
OTHER DISBURSEMENTS				
TOTAL PAYROLL				\$64,511.00
L.A.I.F. ELECTRONIC TRANSFERS				\$0.00
BANK SERVICE CHARGES AND FEES				\$405.00
TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS				\$320,296.19



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: July 20, 2022
Subject: Item 1C – Operations Report

Recommendation:

Board of Directors accept June 2022 Operation Report.

Attachments:

- Monthly Operations Report
- Well Production Data
- Well Statics
- Water System Schematic for Operations Report

Idyllwild Water District

Monthly Operations Report

June 2022

Supplies to System	866,010 CF	19.88 AF	
Increase / Decrease	(264,883) CF	-23% Billing Period	0% Daily Demand
Number of Wells Available	14	333 GPM Available	
Water Sales	990,558 CF	22,749 CF Non-Water Sales	
Total Water/Non-Water Sales	1,013,307 CF	-17% Loss* * Fire in District	

Full-Time	FV1A, FV2	2
Part-Time	2, 4, 13, 23, Golden Rod	5

Strawberry Creek Diversion	0 CF	0.00 AF	27.21 AFY
Lilly Creek Flow	0 CF	0.00 AF	
Foster Lake Level (Max. 18')	0 Feet	0 Inches	

Non-Water Sales	Gallons	CF
WTP Backwash	203,000	27,139
IWD Flushing	10,000	1,337
Main Line Leaks		-
Distribution Line Leaks	46,079	6,160
Fire Dept. Usage, Per IFPD	100,000	13,369
Hydrant Sales		-
Wastewater Plant	14,084	1,883
Total	170,163	22,749

Stage Criteria				
Month	Avg. GPM	Max	%	Stage
June	195.6	333	59%	2
May	195.8	333	59%	2
April	176.4	333	53%	2
March	147.1	333	44%	1
Feb	160.9	333	48%	1
Jan	147.3	333	44%	1

Not Included in Total

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

Foster Lake Area	SL #3	25	SL #7	27	SL #14	36	FL Avg.	29
Creek Area	PL #23	230	SL #24	22				
Nature Center	SL #26	40	SL #27	37	SL #28	123		
Fern Valley	PL FV1A	411	PL FV2	320	SL GR	0	SL MW #6	0

Storage Tanks

Location	CF/FT	Level	Volume CF
Foster Lake	11,698	21.4	250,337
Rock Dale Tank	2,718	20.4	55,447
Delano Tank	1,337	15.0	20,082
South Ridge Tank	3,509	17.1	60,004
Wild Wood Tank	919	11.2	10,293
Golden Rod Tank	891	23.2	20,671

Total	416,834 CF	Storage Supplies Max.	3.702 MGD	84%	
Storage in MGD	3.12				
Production Days	23	Production Minutes	33,120	Average GPM	195.6

Idyllwild Water District

Well Production Data

June 2022

Well		Cubic Feet	Acre Feet	Full-Time / Part-Time	Status	GPM	Comment
No.	Name						
1	Horizontal		-				
2	Foster Lake	289,511	6.6	PT	On	76.6	
4	Foster Lake	125,102	2.9	PT	On	32.2	
10	Foster Lake		-				
11	Foster Lake		-				
12	Foster Lake		-				
13	Foster Lake	147,734	3.4	PT	On	39.1	
15	Foster Lake		-				
16	Foster Lake		-				
23	Stratton	104,250	2.4	PT	On	39.5	
24	Curtis		-				
25	Donahoo		-				
26	Nature Center		-				
27	Nature Center		-				
28	Rock Dale		-				
FV1A	Fern Valley	167,504	3.8	FT	On	39.6	
FV2	Fern Valley	153,139	3.5	FT	On	35.9	
	Golden Rod	37,922	0.9	PT	On	7.5	
	Oakwood		-				
Total		1,025,162	23.53				

Not Included in Total

Cedar Glen Meter	403,195 CF	9.3 AF
District Production	462,815 CF	10.6 AF
Total Supplies to System	866,010 CF	19.9 AF

Days of Production	23	Minutes of Production	33,120
Average System GPM	195.60		

Idyllwild Water District

Well Statics

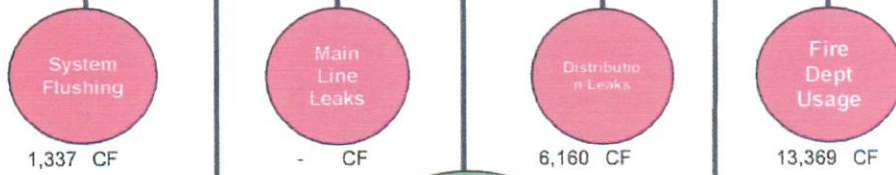
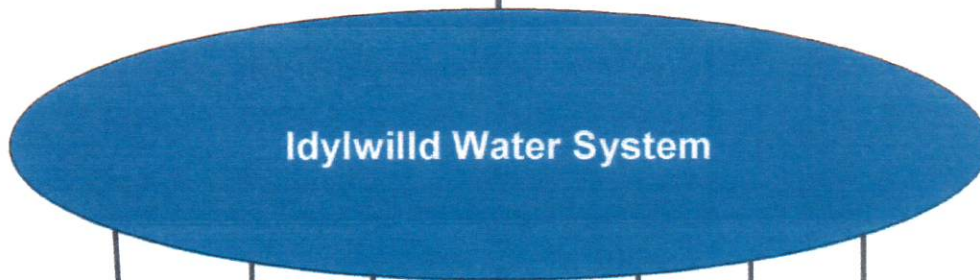
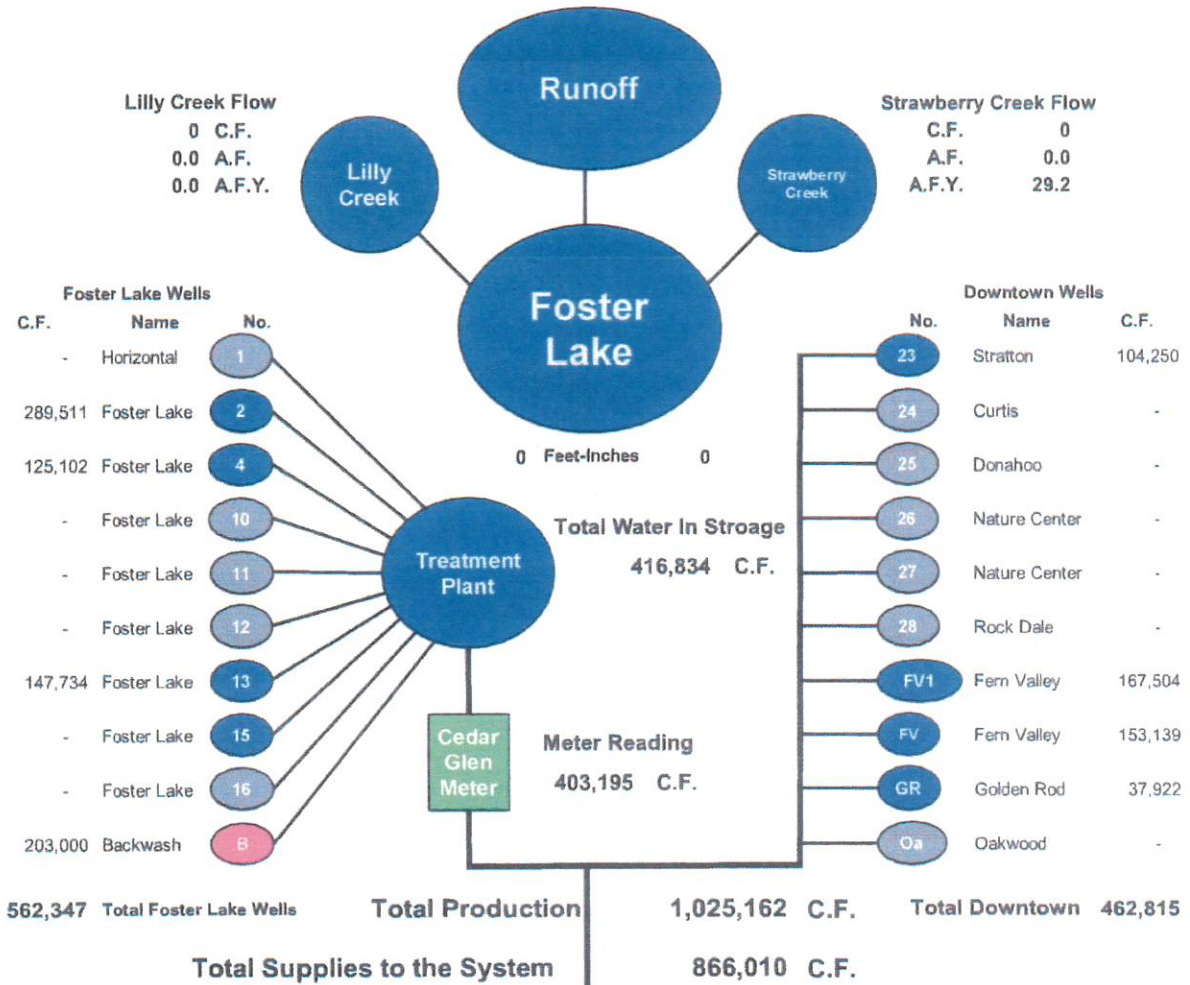
June 2022

No.	Initial	Level In Feet	Pumping Level (PL) / Static Level (SL)	Comments
3	EF	25.0	SL	
7	EF	27.0	SL	
14	EF	36.0	SL	Foster Lake Average = 29.3
23	EF	230.0	PL	
24	EF	22.0	SL	
26	EF	40.0	SL	
27	EF	37.0	SL	
28	EF	123.0	SL	
FV1A	EF	411.0	PL	
FV2	EF	320.0	PL	
GR	EF			
MW6	EF			

Idyllwild Water District

Water System Schematic For Operations Report

June 2022



System Loss C.F.

Total System 866,010

Total Usage 1,013,307

Loss (147,297)

*Loss % -17% *Fire In District

Conservation Stage

Month	Stage
June	2 - 59%
May	2 - 59%
April	2 - 53%
March	1 - 44%
February	1 - 48%
January	1 - 44%



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Leo Havener, General Manager

Date: July 20, 2022

Subject: Item D – Authorize Remote Meetings pursuant to AB 361

Recommendation:

Board of Directors authorize remote meetings pursuant to AB 361 for 30 days based on the findings that (1) there is an existing declared state of emergency for COVID-19, and (2) state and local are imposing and recommending measures to promote social distancing.

Background:

At the October 20, 2021, Board meeting, based upon the state of emergency for COVID-19, the Board of Directors adopted Resolution No. 783, which authorized remote Board and committee meetings pursuant to AB 361. The Board found that (1) state and local officials have imposed or recommended measures to promote social distancing in connection with COVID-19; and (2) due to the COVID-19 emergency, meeting in person would present imminent risks to the health and safety of attendees. Under AB 361, certain Brown Act requirements related to remote meetings are suspended. The Board subsequently extended remote meetings at its November through June Board meetings.

Given the continued state of emergency for COVID-19 and the state and local requirements of social distancing, staff is recommending that the Board authorize remote meetings pursuant to AB 361 for 30 days, consistent with previous action taken by the Board. This is being recommended to preserve the health and safety of Directors, staff, and the public.

Conclusion:

Staff recommends that the Board authorize the District to conduct remote Board meetings pursuant to AB 361 based on the following findings: (1) There is an existing declared state of emergency for COVID-19, and (2) State and local officials are recommending measures to

promote social distancing.

If the Board does not authorize remote meeting pursuant to AB 361, the next Board meeting will be held pursuant to all of the provisions of the Brown Act, including those related to posting the location of remote attendees and ensuring public access to such remote locations.



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: July 20, 2022
Subject: Item 2 – General Manager Report

Recommendation:

General Manager Havener will present his report.

Attachments:

- General Manager Report

General Manager Report

July 20, 2022

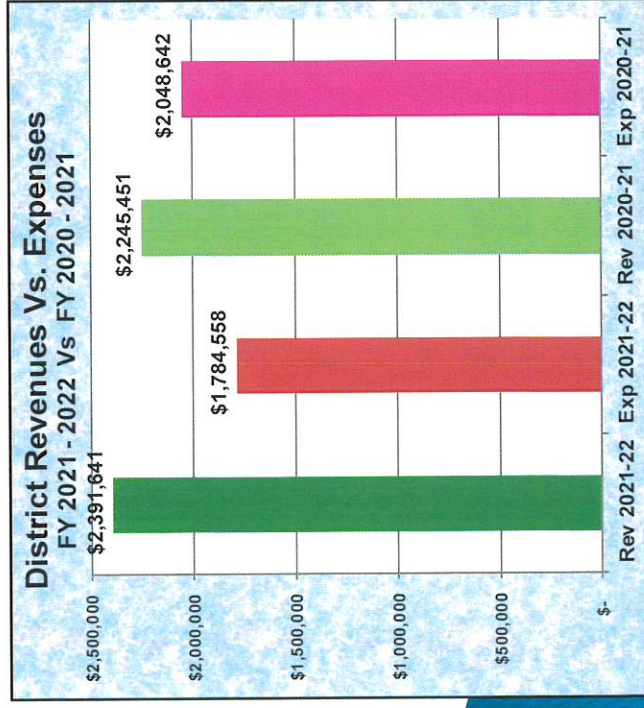
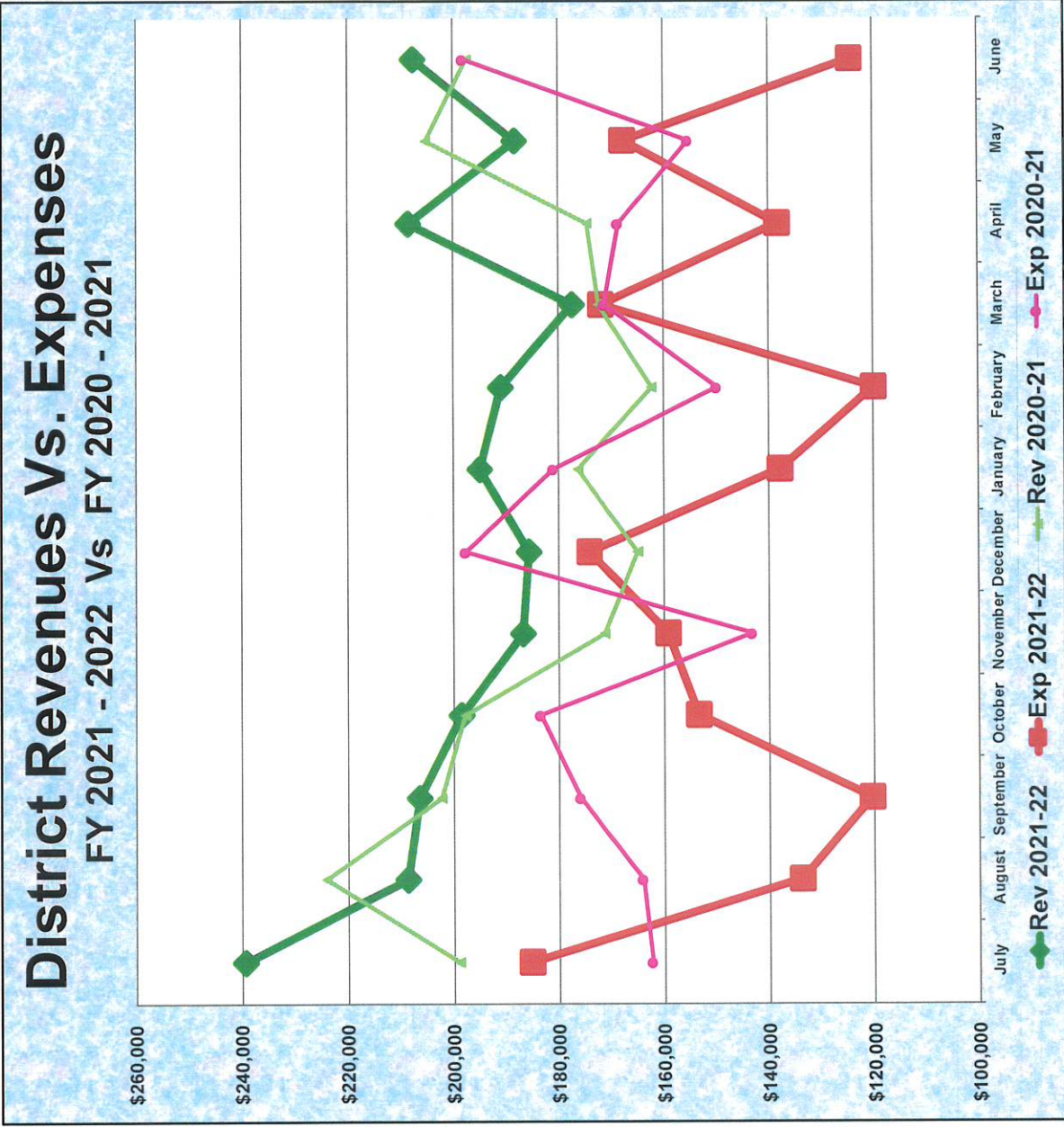


District Finances



District Revenues Vs. Expenses FY 2021 – 2022

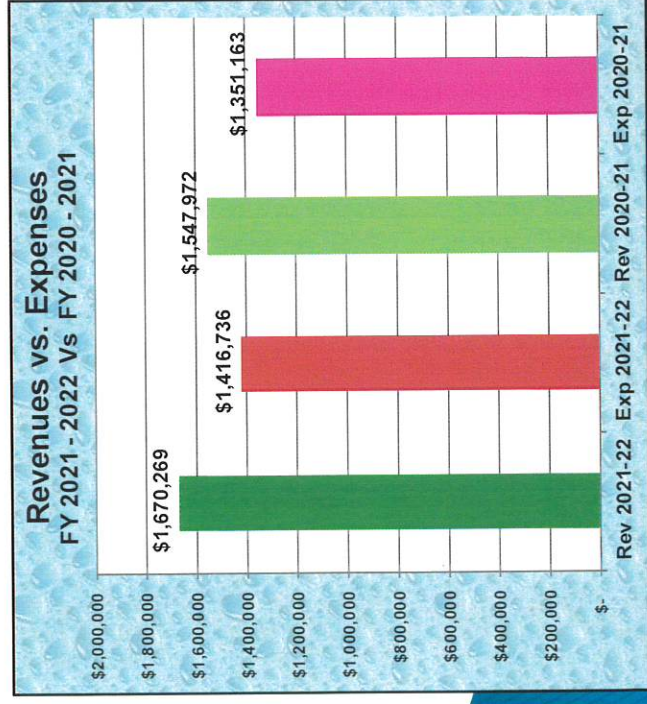
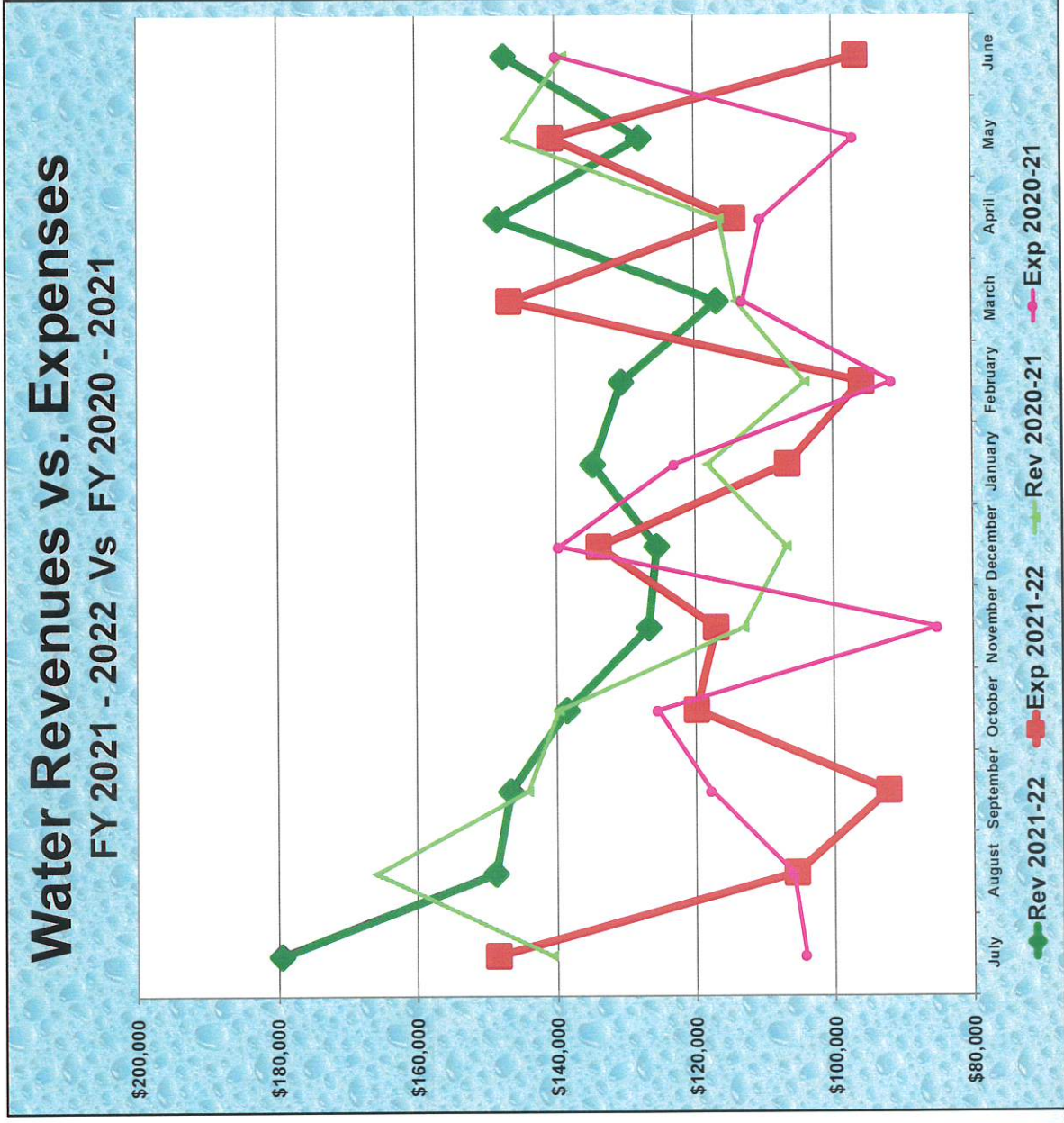
District Revenues vs. Expenses				
2021 - 2022	Rev 2021-22	Exp 2021-22	Rev 2020-21	Exp 2020-21
July	\$ 239,315	\$ 185,063	\$ 198,827	\$ 162,224
August	\$ 208,544	\$ 133,741	\$ 223,883	\$ 163,900
September	\$ 206,290	\$ 120,420	\$ 202,151	\$ 175,691
October	\$ 198,416	\$ 153,146	\$ 197,691	\$ 183,358
November	\$ 186,536	\$ 158,990	\$ 171,051	\$ 143,030
December	\$ 185,444	\$ 174,001	\$ 164,858	\$ 197,517
January	\$ 194,908	\$ 137,623	\$ 176,248	\$ 180,909
February	\$ 190,849	\$ 119,779	\$ 162,158	\$ 149,650
March	\$ 177,155	\$ 171,814	\$ 172,048	\$ 171,058
April	\$ 208,453	\$ 138,188	\$ 174,312	\$ 168,280
May	\$ 188,187	\$ 167,537	\$ 204,988	\$ 155,054
June	\$ 207,544	\$ 124,256	\$ 197,236	\$ 197,971
Total	\$ 2,391,641	\$ 1,784,558	\$ 2,245,451	\$ 2,048,642



Water Revenues Vs. Expenses

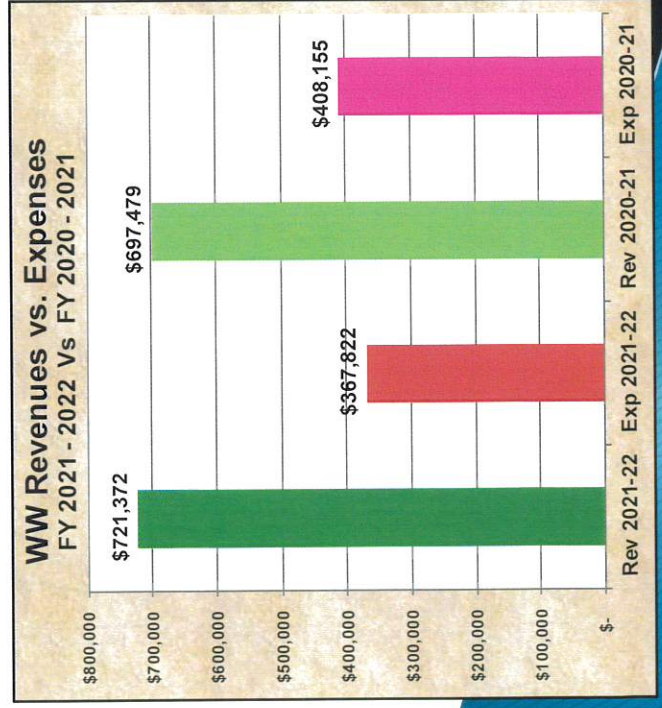
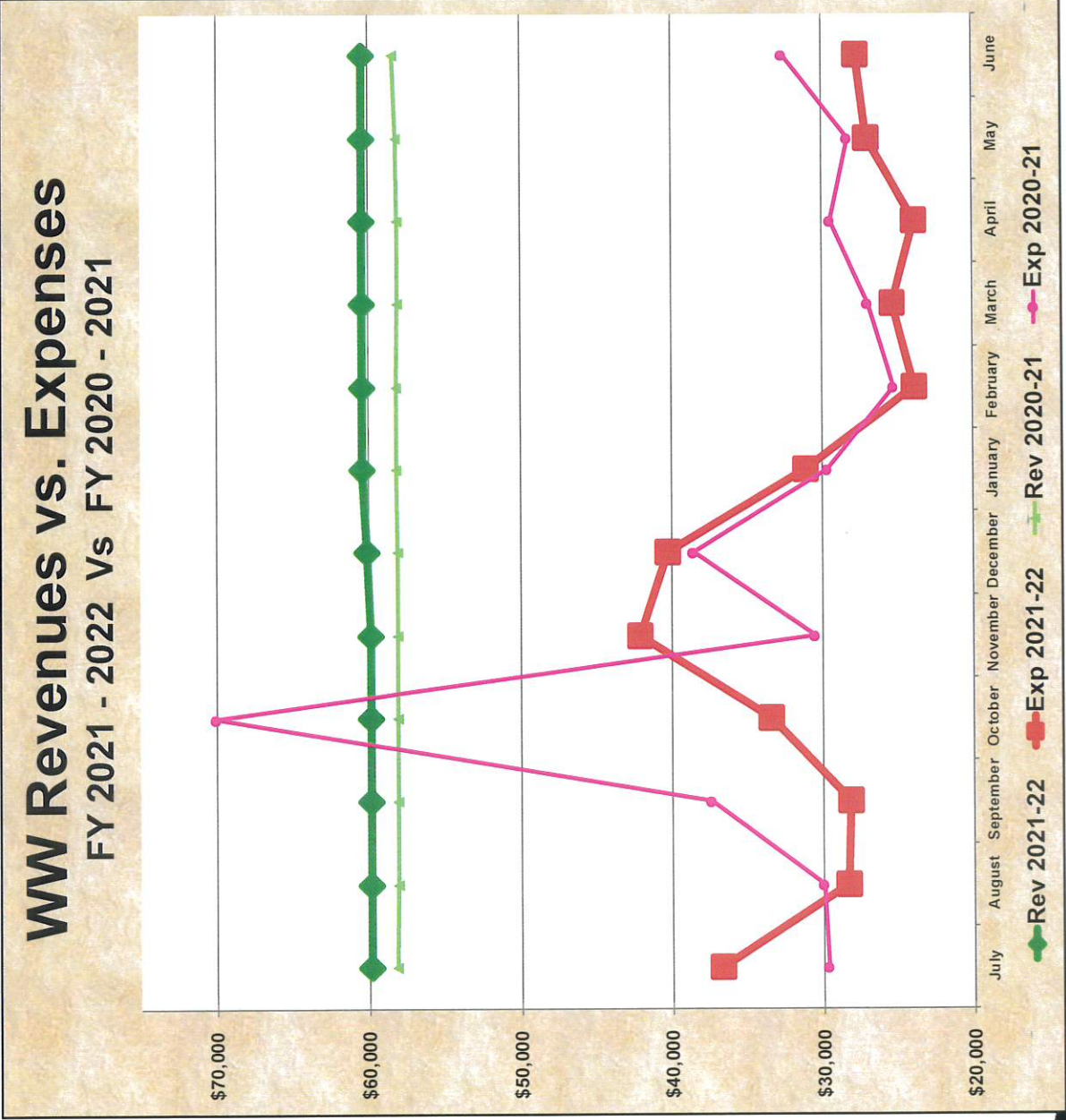
FY 2021 - 2022

Water Revenues vs. Expenses				
2021 - 2022	Rev 2021-22	Exp 2021-22	Rev 2020-21	Exp 2020-21
July	\$ 179,455	\$ 148,403	\$ 140,663	\$ 104,060
August	\$ 148,734	\$ 105,440	\$ 165,803	\$ 105,820
September	\$ 146,430	\$ 92,242	\$ 144,071	\$ 117,611
October	\$ 138,563	\$ 119,710	\$ 139,611	\$ 125,278
November	\$ 126,683	\$ 116,907	\$ 112,971	\$ 84,950
December	\$ 125,397	\$ 133,807	\$ 106,778	\$ 139,437
January	\$ 134,560	\$ 106,481	\$ 118,118	\$ 122,779
February	\$ 130,501	\$ 95,874	\$ 104,028	\$ 91,520
March	\$ 116,807	\$ 146,482	\$ 113,968	\$ 112,978
April	\$ 148,105	\$ 114,308	\$ 116,232	\$ 110,200
May	\$ 127,839	\$ 140,520	\$ 146,846	\$ 96,912
June	\$ 147,195	\$ 96,562	\$ 138,883	\$ 139,618
Total	\$ 1,670,269	\$ 1,416,736	\$ 1,547,972	\$ 1,351,163



Wastewater Revenues Vs. Expenses FY 2021 - 2022

WW Revenues vs. Actual Expenses				
2021 - 2022	Rev 2021-22	Exp 2021-22	Rev 2020-21	Exp 2020-21
July	\$ 59,860	\$ 36,660	\$ 58,164	\$ 29,675
August	\$ 59,810	\$ 28,301	\$ 58,080	\$ 29,984
September	\$ 59,860	\$ 28,178	\$ 58,080	\$ 37,384
October	\$ 59,853	\$ 33,436	\$ 58,080	\$ 69,997
November	\$ 59,853	\$ 42,083	\$ 58,080	\$ 30,498
December	\$ 60,047	\$ 40,194	\$ 58,080	\$ 38,500
January	\$ 60,348	\$ 31,142	\$ 58,130	\$ 29,680
February	\$ 60,348	\$ 23,905	\$ 58,130	\$ 25,274
March	\$ 60,348	\$ 25,332	\$ 58,080	\$ 26,944
April	\$ 60,348	\$ 23,880	\$ 58,080	\$ 29,404
May	\$ 60,348	\$ 27,017	\$ 58,142	\$ 28,273
June	\$ 60,349	\$ 27,694	\$ 58,353	\$ 32,542
Total	\$ 721,372	\$ 367,822	\$ 697,479	\$ 408,155

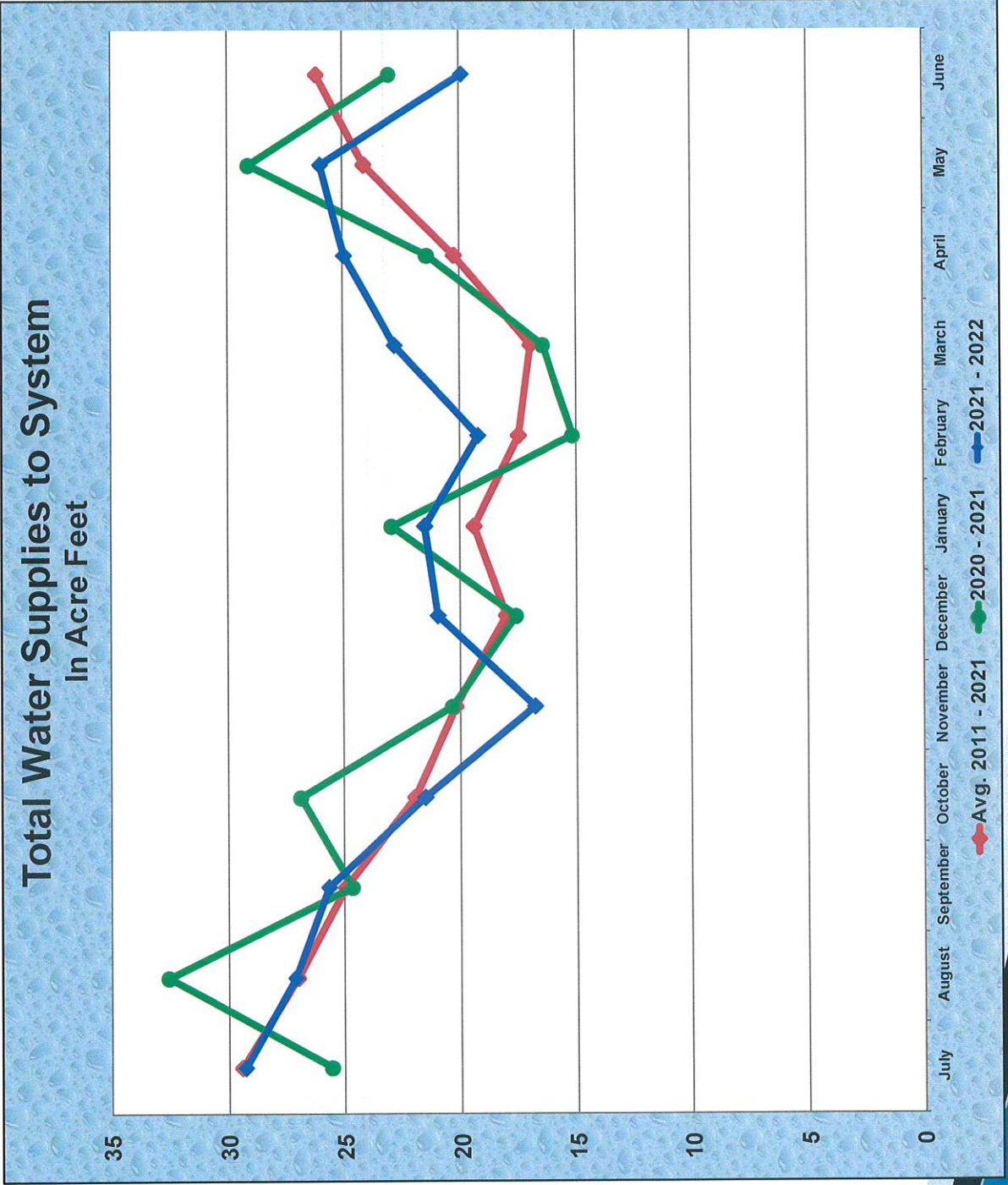
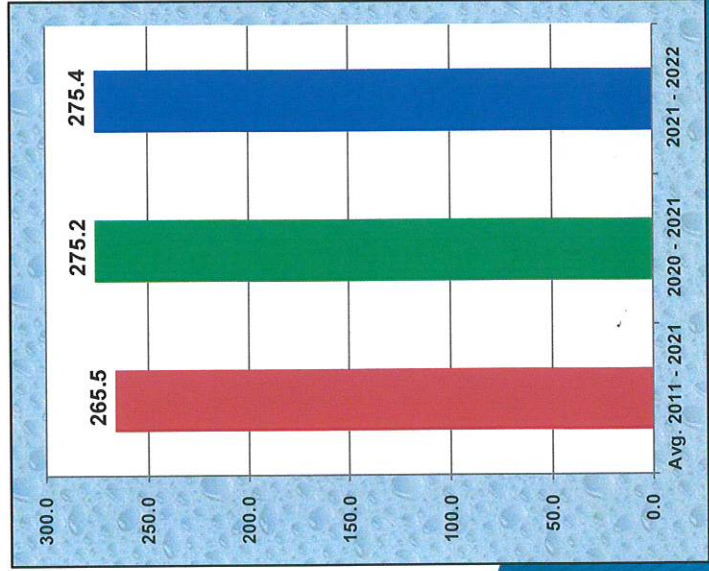


Water Data



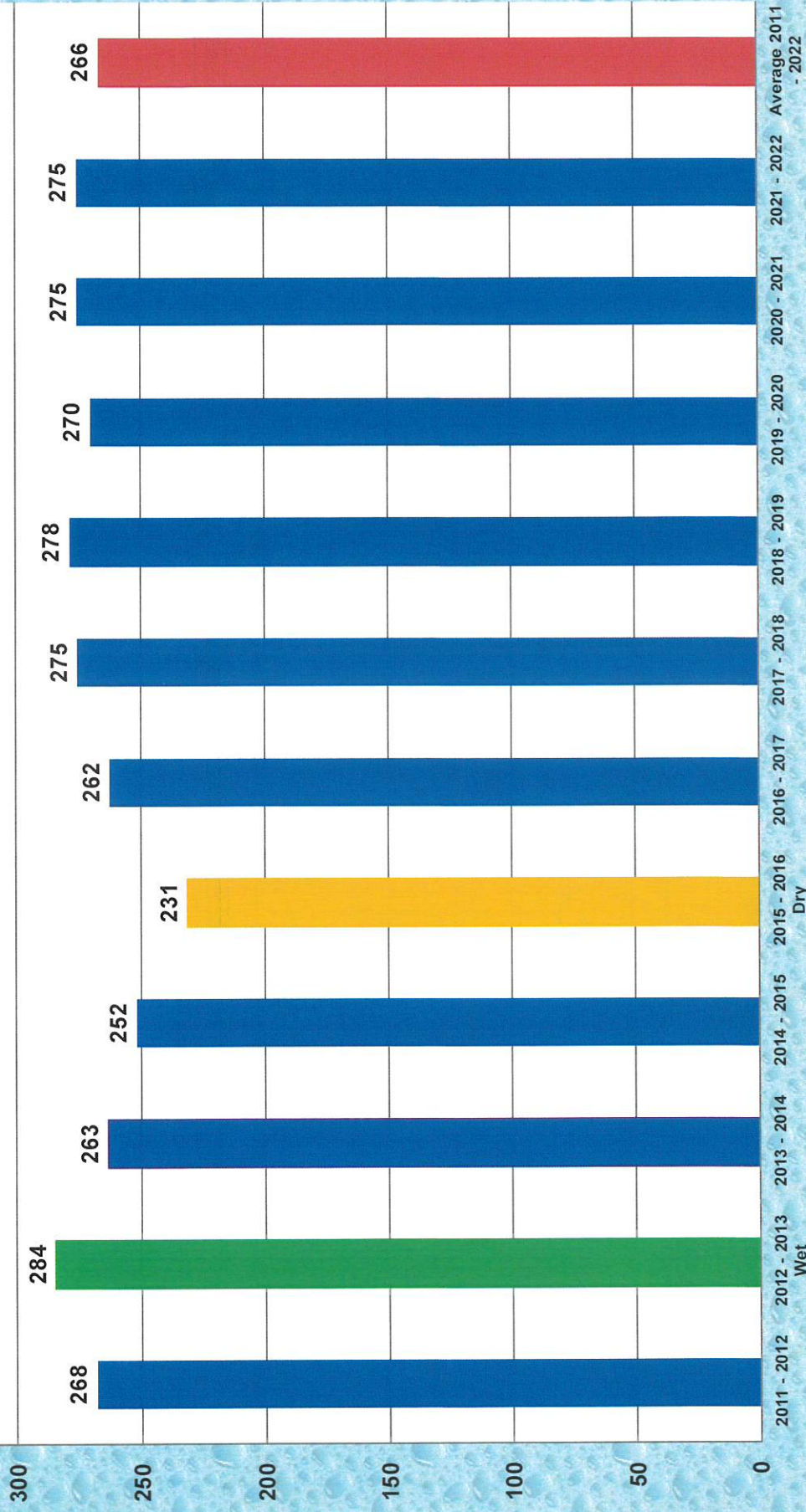
Total Water Supplies to System In Acre Feet

Total Water Supplies To System			
Fiscal Year	Avg. 2011 - 2021	2020 - 2021	2021 - 2022
July	29.4	25.5	29.3
August	27.0	32.5	27.1
September	24.9	24.6	25.7
October	21.9	26.8	21.5
November	20.2	20.3	16.8
December	18.0	17.6	20.9
January	19.4	22.9	21.5
February	17.5	15.1	19.2
March	16.9	16.4	22.8
April	20.2	21.3	24.9
May	24.1	29.1	26.0
June	26.1	23.0	19.9
Total	265.5	275.2	275.4



Total Water Supplies to System In Acre Feet

Total Water Supplies to System
In Acre Feet



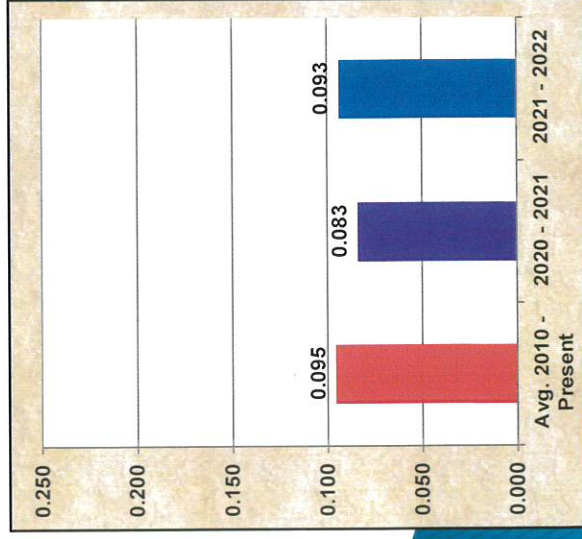
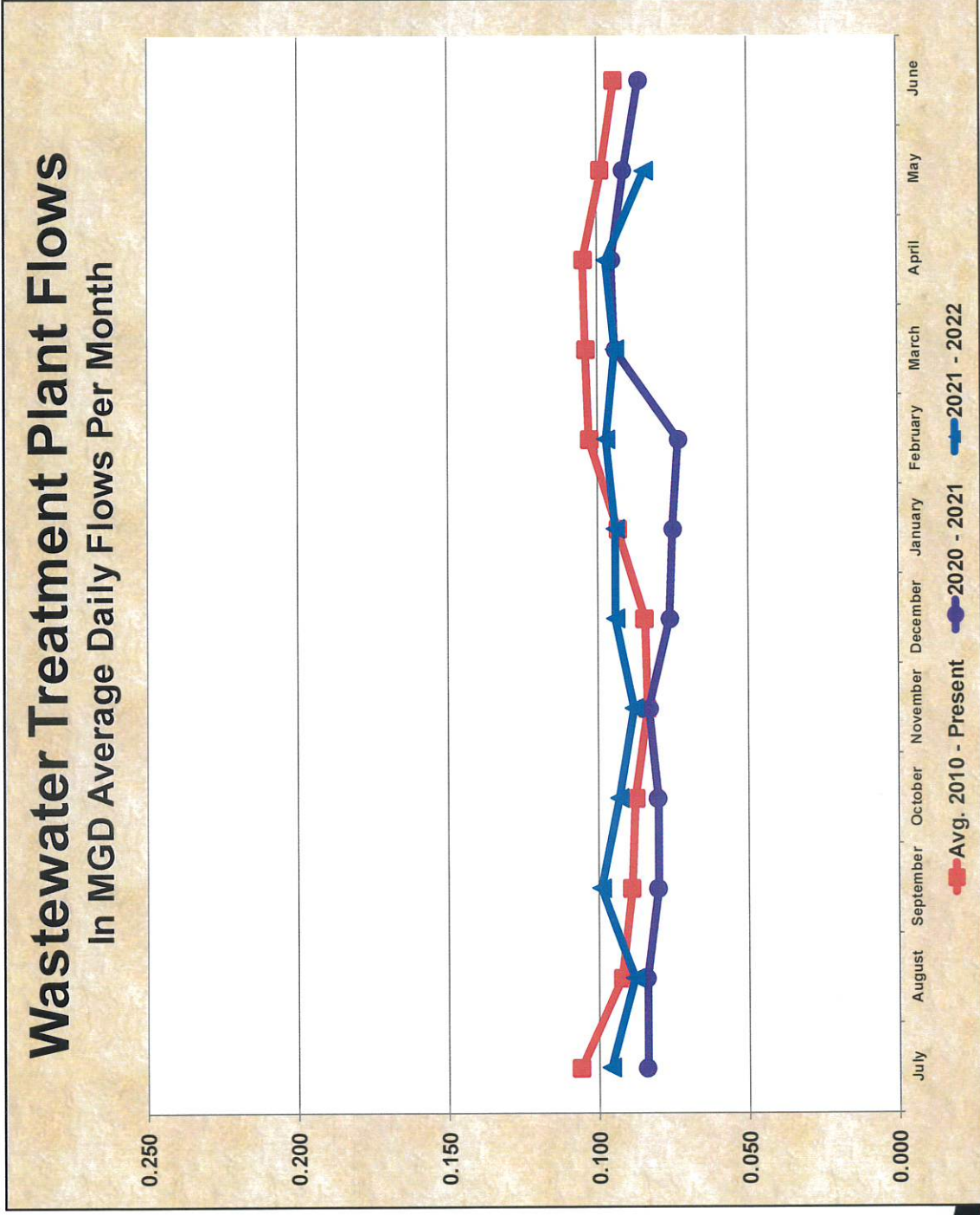
Wastewater Data



Wastewater Treatment Plant Flows

In MGD Average Daily Flows Per Month

Month	Avg. 2010 - Present	2020 - 2021	2021 - 2022
July	0.106	0.084	0.096
August	0.092	0.084	0.088
September	0.089	0.080	0.099
October	0.088	0.080	0.093
November	0.083	0.083	0.088
December	0.084	0.076	0.094
January	0.093	0.075	0.094
February	0.103	0.073	0.097
March	0.104	0.094	0.094
April	0.105	0.095	0.097
May	0.099	0.091	0.084
June	0.094	0.086	
Average	0.095	0.083	0.093

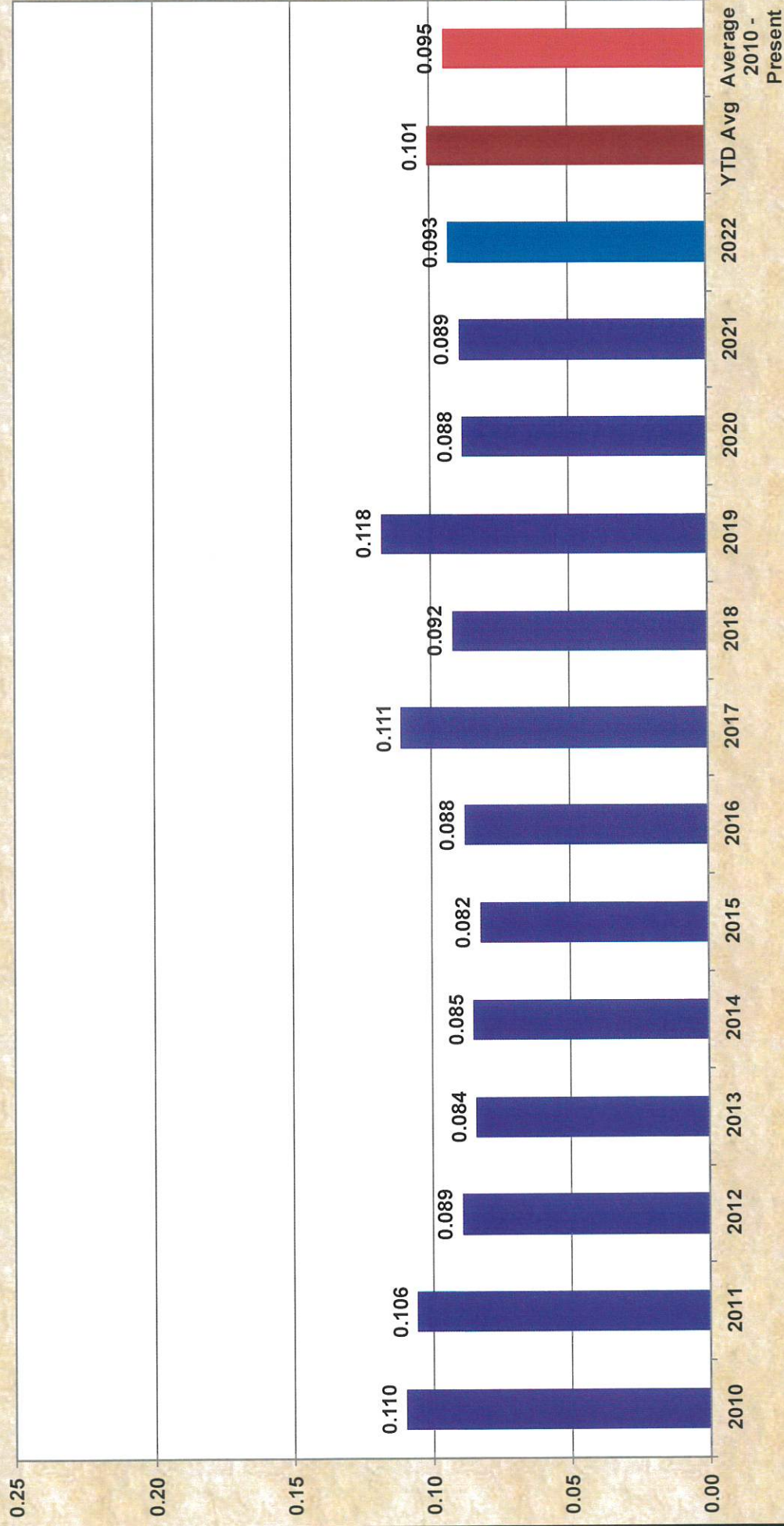


Wastewater Treatment Plant Flows

In MGD Average Daily Flows Per Month

Calendar Year

Flow in Millions of Gallons Per Day (MGD) - Average Daily Per Year
Permit = 0.250 MGD

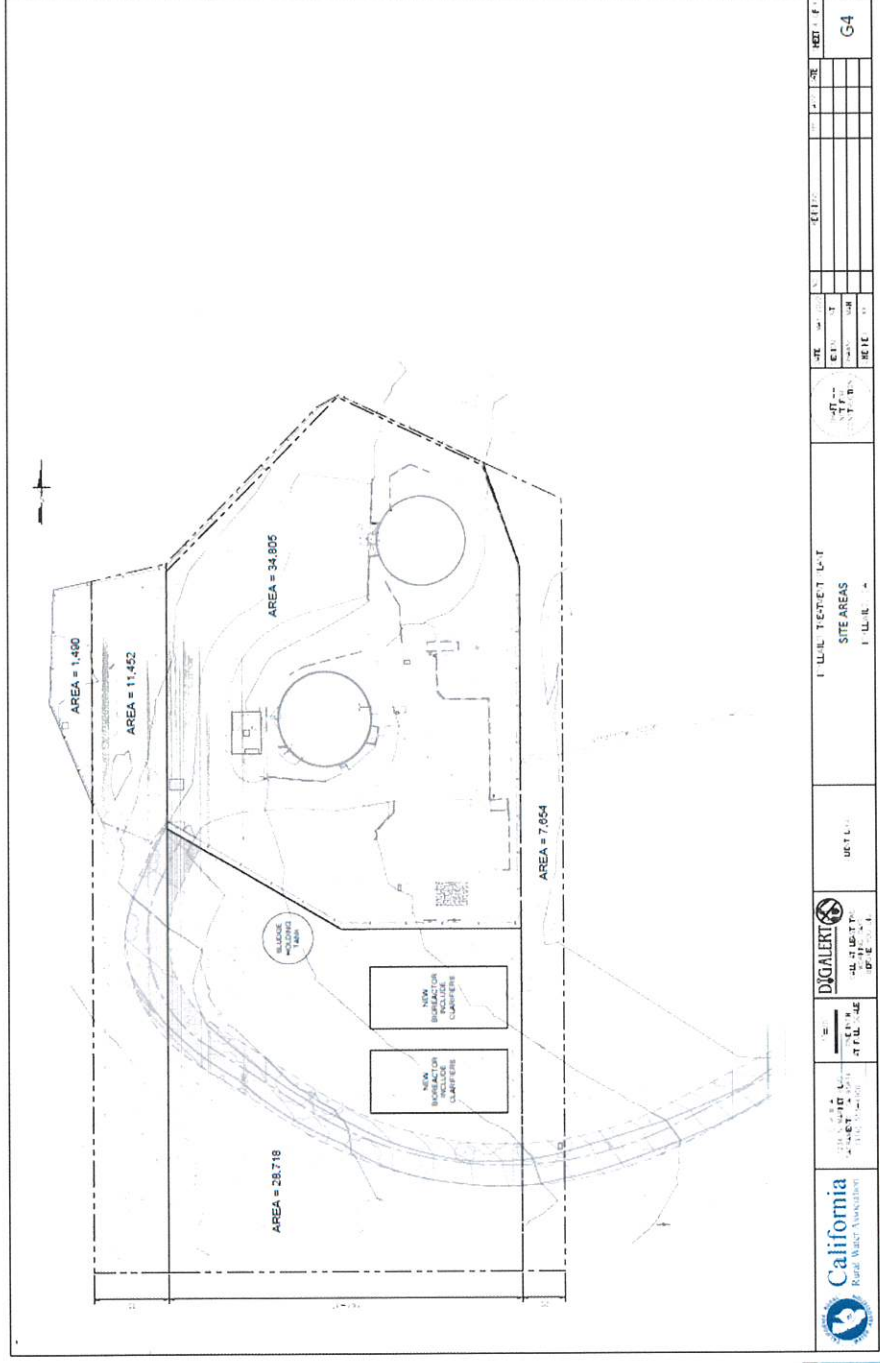


Project Status



WWTP Project Process

- ▶ Map for proposed project has been received
- ▶ Property negotiations is the next step



Strawberry Creek Diversion Project



- ▶ CEQA is to be completed in July
- ▶ General Manager met with new property owner to walk and review the pipeline location and required easement



Employee Manual

- ▶ Vice President and General Manager Havener reviewed the Employee Manual
- ▶ Vice President and General Manager Havener will meet with BBK to finalize Employee Manual
- ▶ Employee Manual will be on the August Board meeting for review and approval



HWY 243 Water Leak & Repair

- ▶ Water leak in Hwy 243 was reported to the State of California
- ▶ District responded and hired El-Co Contractors to repair the leak
- ▶ Cost \$20,745.72 to repair the leak
 - Water leak repairs costs = \$13,857.72
 - BC Traffic Control costs = \$6,888.00
- ▶ Repairs were completed in two days



Overview

- ▶ 2021 Consumer Confidence Report (CCR) has been completed and mailed to ratepayers
- ▶ Foster Lake Tank #2 recoating will begin on July 26th
- ▶ ACWA JPIA 2022 – 2023 Property Program costs increased 20%
 - From \$40,000 to \$48,000 annually
- ▶ New Operator-In-Training started July 5th
- ▶ General Manager was guest speaker for Idyllwild Rotary



Questions?





IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Leo Havener, General Manager

Date: July 20, 2022

Subject: Item 3 – Consider Amending the District’s Housing Stipend Policy (Policy No. 2019.001 Titled “Employee Stipend for Residing Within 6 Miles of the District”)

Recommendation:

Board of Directors will consider modifying the District’s Housing Stipend Policy (Policy No. 2019.001) for employee eligibility to take effect when an employee is hired by the District and resides within the 6-mile radius.

Background:

In April 2019, the Board approved the District’s Housing Stipend Policy (Policy No. 2019.001), which provides a stipend of \$350 per month for full-time employees and \$262.50 for part-time employees, paid bi-weekly. Currently, the stipend goes into effect after the employee passes the probationary period of their employment with the District. The proposed modification of the Policy will allow eligible employees to receive a housing stipend upon hiring.

Fiscal Impact:

The costs associated with the stipend is \$4,200 annually for full-time employees and \$3,150 annually for part-time employees.

Conclusion:

Modifying the District’s Housing Stipend Policy to take effect when an eligible person is hired

by the District further incentivizes employees to live in the Idyllwild area and reduces employee turn-over.

Attachments:

- Policy No. 2019.001 Titled "Employee Stipend for Residing Within 6 Miles of the District"



POLICY AND PROCEDURE

IDYLLWILD WATER DISTRICT

APPROVAL DATE 3/20/2019	MANUAL	POLICY NO. 2019.001
APPROVED BY: Board of Directors	POLICY TITLE EMPLOYEE STIPEND FOR RESIDING WITHIN 6 MILES OF THE DISTRICT	EFFECTIVE DATE 4/1/2019
		Page 1 of 1

Purpose:

To attract employees to live in Idyllwild area to increase the efficiency and effectiveness of the district, as well as to reduce any turn-over.

Policy:

- Stipend applies for all administrative and field work staff who reside in Idyllwild or reside within 6 miles from Idyllwild Water District Office at 24945 Highway 243 , Idyllwild ,CA 92549
- Stipend needs to be approved by the General Manager of Idyllwild Water District
- Stipend will not apply for the General Manager or Temporary workers.
- Stipend will be \$350 per month for full time employee and \$262.50 for part time employee, paid bi-weekly
- Stipend will be a separate item on the paycheck under name "Housing Allowance".
- Stipend will not be eligible for Pension contribution or Medical Contribution.
- The Board has the right to cancel this policy for any reason.
- The stipend will be eligible for any tax deduction.
- The stipend will apply after the worker has passed the probation period of 6 months or one year, upon General Manager's discretion
- The stipend will cease after separation of the employee from Idyllwild Water District, whether by resignation or termination
- If the admin or the field worker moves away from the 6 mile requirement, the stipend will stop right away
- The employee will be responsible to show proof of the residency