



REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

April 19, 2023 – 6:00 P.M.

Zoom Information

Topic: Board of Directors Meeting

Time: April 19, 2023, 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84448214751?pwd=dzJUZWVhZkZkZWZ2dz09>

Meeting ID: 844 4821 4751

Passcode: 079785

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+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

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Meeting ID: 844 4821 4751

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Find your local number: <https://us06web.zoom.us/j/84448214751>



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, people 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: March 15, 2023
Special Board Meeting: March 29, 2023

B. FINANCIAL REPORTS

1. Income statement for the eighth month ending March 31, 2023

2. District warrants for March 2023

Check #17624 – 17676	= \$ 121,125.10
Gross Payroll	= \$ 64,975.00
Federal/State PR taxes	= \$ 5,620.00
LAIF Transfers	= \$ 0.00
Transfers/charges	= \$ 333.00

C. OPERATIONS REPORT

INFORMATION

2. GENERAL MANAGER REPORT – 5 minutes

DISCUSSION ITEMS

3. EMPLOYEE MANUAL, CHAPTER 4 – 10 minutes



4. **BUILDING AD HOC COMMITTEE UPDATE** – 5 minutes

ACTION ITEMS

5. **ELECT PRESIDENT AND VICE PRESIDENT** – 5 minutes

Staff recommends the Board of Directors elect a President and Vice President for the remainder of the 2023 calendar year.

6. **SET A PUBLIC HEARING ON JUNE 21, 2023, TO CONSIDER WATER AND SEWER RATES** – 5 minutes

Staff recommends the Board of Directors set a public hearing on June 21, 2023, at 6:00 p.m. at the Idyllwild Water District Board Room located at 25945 Highway 243, Idyllwild, California 92549 to consider the adoption of proposed rate changes for water and sewer covering Fiscal Years 2023-24, 2024-25, 2025-26, 2026-27, and 2027-28.

7. **REMOTE PARTICIPATION POLICY PURSUANT TO AB 2449** – 5 minutes

Board of Directors will consider establishing and set forth the District's policy pertaining to the remote participation of District Board members during District Board meetings pursuant to the requirements set forth by AB 2449.

CLOSED SESSION

8. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Public Employee Performance Evaluation § 54957 Title: General Manager

9. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR – GOV'T CODE SECTION 54956.8**

Property Description: Assessor's Parcel Number (APN) 906-040-021

Agency: Idyllwild Water District

District Negotiator: Leo Havener, General Manager

Negotiating Parties: Malek Alqudi

Under Negotiation: Price and Terms

10. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR – GOV'T CODE SECTION 54956.8**

Property Description: Assessor's Parcel Number (APN) 557-120-002

Agency: Idyllwild Water District

District Negotiator: Leo Havener, General Manager

Negotiating Parties: Idyllwild Arts School

Under Negotiation: Price and Terms



DIRECTORS COMMENTS – 5 minutes

ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for Wednesday, May 17, 2023, 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: April 19, 2023
Subject: Item 1A – Board Minutes

Recommendation:

Board of Directors approve March 15, 2023, Regular Board meeting minutes, and March 29, 2023, Special Board meeting minutes.

Attachments:

- Minutes of Regular Meeting of the Board of Directors
- Minutes of Special Meeting of the Board of Directors



MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

March 15, 2023 – 6:00 P.M.

AGENDA

CALL TO ORDER

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

ROLL CALL

President Schelly, Vice President Szabadi, and Directors Olson, Kunkle, and Schneider were present. General Manager Havener, General Counsel Guiboa, and Chief Financial Officer Shouman were present.

PUBLIC COMMENTS

None

1. CONSENT CALENDAR

A. MINUTES

Regular Board Meeting: February 15, 2023
Special Board Meeting: March 8, 2023

B. FINANCIAL REPORTS

1. Income statement for the eighth month ending February 28, 2023
2. District warrants for February 2023

Check #17587 – 17623	= \$ 124,413.90
Gross Payroll	= \$ 68,450.00
Federal/State PR taxes	= \$ 5,435.00
LAIF Transfers	= \$ 0.00
Transfers/charges	= \$ 0.00

C. OPERATIONS REPORT

DIRECTOR COMMENTS

None

PUBLIC COMMENTS

None



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

The vote was as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Director Schneider			
Director Olson			
Director Kunkle			
Vice President Szabadi			
President Schelly			

Motion approved.

INFORMATION

2. GENERAL MANAGER REPORT

General Manager Havener presented his report and addressed questions.

DIRECTORS COMMENTS

Director Olson inquired about water usage.

PUBLIC COMMENTS

None

DISCUSSION ITEMS

3. RATES STUDY UPDATE

Michael DeGroot, Bartle Wells Associates, explained the rates model and how the rates were calculated.

DIRECTORS COMMENTS

Water Rates

Director Olson requested the use of actual revenues and expenses for the rates modeling.

Director Kunkle requested using 8% and 10% annual escalators, 59% and 65% for fixed base rates, and \$750,000 annually for Capital Improvement Projects (CIP).

Vice President Szabadi shared concern covering projected annual deficits that reduces reserve funds in the first years of the five-year rate projections.



President Schelly reviewed how the existing five-year rate structure used reserves to fund CIP.

Sewer Rates

Director Olson requested the use of actual revenues and expenses for the rates modeling and moving CIP of \$1,400,000 from Fiscal Year (FY) 2022-23 to FY 2024-25.

PUBLIC COMMENTS

Dave Hunt shared concerns regarding the projected rates.

4. EMPLOYEE MANUAL, CHAPTER 3

President Schelly requested this item be on the agenda for review and discussion.

DIRECTORS COMMENTS

President Schelly inquired about Chapter Sections 3.2.1 Discipline – General, 3.2.3 Corrective and Disciplinary Action, 3.2.4.4 Disciplinary Procedures For Employees Hired Before January 1, 2019 – The Hearing, 3.4.3 Expectations – Customer Relations.

PUBLIC COMMENTS

Steve Molten inquired about phone calls being answered during and after work hours.

5. WATER CONSERVATION POLICY UPDATE

General Manager provided an overview of the items to be considered and use in a water conservation policy.

DIRECTORS COMMENTS

Director Olson inquired about Ordinance No. 66.
Vice President Szabadi stated that the water policy will eventually replace Ordinance No. 66.

PUBLIC COMMENTS

Mitch inquired how the district performs static readings.
Steve Molten inquired about current stage levels.

6. REMOTE MEETING UPDATE RE AB 2449

General Counsel Guiboa gave an overview of AB 2449.

DIRECTORS COMMENTS

President Schelly requested AB 2449 be an Action Item on the April agenda.



ACTION ITEMS

7. WATER EDUCATION SCHOLARSHIP

President Schelly provided an update regarding a partnership with the school to create a Water Education Scholarship.

DIRECTORS COMMENTS

None

PUBLIC COMMENTS

None

A MOTION was made by President Schelly to create a Water Education Scholarship totaling \$1,500 annually. Vice President Szabadi seconded.

The vote was as follows:

AYES

Director Schneider
Director Olson
Director Kunkle
Vice President Szabadi
President Schelly

NAYS

ABSTAIN

ABSENT

Motion approved.

8. RESOLUTION NO. 790 WATER STAND-BY ASSESSMENTS FOR FY 2023 - 2024

Board of Directors will set a date of May 17, 2023, for a Public Hearing for water stand-by assessment fees for Fiscal Year 2023 – 2024 for undeveloped parcels within the Idyllwild Water District (water service area).

DIRECTORS COMMENTS

None

PUBLIC COMMENTS

None

A MOTION was made by Director Olson to set a date of May 17, 2023, for a Public Hearing for water stand-by assessment fees for Fiscal Year 2023 – 2024 for



undeveloped parcels within the Idyllwild Water District (water service area). Vice President Szabadi seconded.

The vote was as follows:

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

9. RESOLUTION NO. 791 SEWER STAND-BY ASSESSMENTS FOR FY 2023 - 2024

Board of Directors will set a date of May 17, 2023, for a Public Hearing for sewer stand-by assessment fees for Fiscal Year 2023 – 2024 for undeveloped parcels within the Idyllwild Water District Improvement District No. 1 (sewer service area).

DIRECTORS COMMENTS

None

PUBLIC COMMENTS

None

A MOTION was made by Vice President Szabadi to set a date of May 17, 2023, for a Public Hearing for sewer stand-by assessment fees for Fiscal Year 2023 – 2024 for undeveloped parcels within the Idyllwild Water District Improvement District No. 1 (sewer service area). Director Olson seconded.

The rollcall vote was as follows:

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



Motion approved.

10. VILLAGE VIEW DRIVE WATERLINE EASEMENT

Board of Directors will consider a request by Robert Prier to abandon an existing District 15 feet waterline easement.

PRESENTATION

Lee Arnson requested the District to provide a Quitclaim Deed for a 7.5-foot waterline easement across a parcel at the end of Village View Drive.

STAFF COMMENTS

General Manager Havener informed the Board the reason the waterline easement exists, and read comments provided by Riverside County Road Department pertaining to the easement. General Manager Havener suggested Mr. Arnson contact the County Road Department for clarity and then discuss with District staff for a solution.

DIRECTORS COMMENTS

President Schelly tabled the item to permit Mr. Arnson to pursue a solution with staff.

PUBLIC COMMENTS

None

11. PURCHASE OF A MANUFACTURED BUILDING

Board of Directors will consider approving the purchase of a manufactured building to be located at Foster Lake as administration offices for General Manager Havener and Chief Financial Officer Shouman.

STAFF COMMENTS

General Manager Havener provided an overview of the situation and lack of office for the General Manager and Chief Financial Officer due to the extensive mold in the lower administration building. General Manager Havener recommended a manufactured building to be placed at Foster Lake to provide offices for staff at a cost of approximately \$200,000.00.

DIRECTORS COMMENTS

Director Schneider stated that this is the most cost-effective option available. Director Kunkle suggested boarding-up the lower administration building and get approval from ACWA JPIA to house the Chief Financial Officer in the mold infested building.

Director Olson inquired about the quality and expected life expectancy of the manufactured building.



Vice President Szabadi stated that the manufactured building is the best option. President Schelly provided multiple reasons against the manufactured building.

PUBLIC COMMENTS

Landowners located near the water treatment plant shared concerns of additional traffic, noise, and unwanted appearance of a manufactured building on District property. Steve Molten suggested the use of shipping containers transformed into small portable offices.

Becky Clark stated that there are apartments for rent that may work as temporary offices.

A MOTION was made by Director Olson to consider approving the purchase of a manufactured building to be located at Foster Lake as administration offices for General Manager Havener and Chief Financial Officer Shouman. Vice President Szabadi seconded.

The vote was as follows:

AYES

**Director Schneider
Vice President Szabadi**

NAYS

**Director Kunkle
Director Olson
President Schelly**

ABSTAIN

ABSENT

Motion failed.

DIRECTOR REQUEST

Director Kunkle request President Schelly form an Ad Hoc Committee to further investigate a solution to administration offices for General Manager Havener and Chief Financial Officer Shouman.

President Schelly formed an Ad Hoc Committee consisting of Directors Kunkle and Olson to further investigate.

CLOSED SESSION

Board entered Closed Session at 9:02 p.m.

12. CONFERENCE WITH REAL PROPERTY NEGOTIATOR – GOV'T CODE SECTION 54956.8

Property Description: Assessor's Parcel Number (APN) 906-040-021

Agency: Idyllwild Water District

District Negotiator: Leo Havener, General Manager

Negotiating Parties: Malek Alqudi



Under Negotiation: Price and Terms

13. CONFERENCE WITH REAL PROPERTY NEGOTIATOR – GOV'T CODE SECTION 54956.8

Property Description: Assessor's Parcel Number (APN) 557-120-002

Agency: Idyllwild Water District

District Negotiator: Leo Havener, General Manager

Negotiating Parties: Idyllwild Arts School

Under Negotiation: Price and Terms

14. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Manager

The Board resumed Open Session at 9:25 p.m.

REPORT FROM CLOSED SESSION

No reportable action.

DIRECTORS COMMENTS

None

ADJOURNMENT

Board adjourned at 9:25 p.m.

The next Board meeting is a Special Meeting scheduled for Wednesday, March 29, 2023, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

IDYLLWILD WATER DISTRICT

IDYLLWILD WATER DISTRICT

BY: _____

BY: _____

Leo Havener
BOARD SECRETARY

Dr. Charles Schelly
BOARD PRESIDENT



MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS

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

March 29, 2023 – 6:00 P.M.

AGENDA

CALL TO ORDER

President Schelly called the meeting to order at 6:04 p.m.

ROLL CALL

President Schelly, Directors Olson, Kunkle, and Schneider were physically present. Vice President Szabadi was present via Zoom. General Manager Havener and Chief Financial Officer Shouman were physically present.

PUBLIC COMMENTS

None

DISCUSSION ITEMS

1. RATES STUDY UPDATE

Bartle Wells Associates provided an update on proposed water and wastewater rates.

DIRECTORS COMMENTS – WATER RATES

Director Olson inquired about actual revenues and expenses.
Vice President Szabadi asked a series of clarifying questions.

A MOTION was made by Vice President Szabadi to direct staff to use and present to the public Water Enterprise Draft - Water Rates listed on Table 7A, 58% Fixed & 8% Increases (Page 11). Director Kunkle seconded.

The vote was as follows:

AYES

**Director Schneider
Director Kunkle
Vice President Szabadi
President Schelly**

NAYS

Director Olson

ABSTAIN

ABSENT



Motion approved.

DIRECTORS COMMENTS – WASTEWATER RATES

Director Olson inquired about actual revenues and expenses and suggested increasing WWTP Project loan amount to \$6,100,000 for rate purposes.

Vice President Szabadi asked a series of clarifying questions pertaining to potential loans and grants for the WWTP Project.

A MOTION was made by Vice President Szabadi to direct staff to use and present to the public Wastewater Enterprise Draft - Wastewater Rates listed on Table 5, Option 2 – No Grant, 15% Increases (Page 22). Director Schneider seconded.

The vote was as follows:

AYES

Director Schneider
Vice President Szabadi

NAYS

Director Olson
Director Kunkle
President Schelly

ABSTAIN

ABSENT

Motion failed.

A MOTION was made by Director Olson to direct staff to use and present to the public Wastewater Enterprise Draft - Wastewater Rates listed on Table 5, Option 1 – No Grant, 13% Increases (Page 22). Director Kunkle seconded.

The vote was as follows:

AYES

Director Schneider
Director Olson
Director Kunkle
President Schelly

NAYS

Vice President Szabadi

ABSTAIN

ABSENT

Motion approved.

CLOSED SESSION

Board entered Closed Session at 7:23 p.m.



2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Manager

President Schelly left the Closed Session and meeting at 7:58 p.m.

The Board resumed Open Session at 8:03 p.m.

REPORT FROM CLOSED SESSION

No reportable action.

DIRECTORS COMMENTS

None

ADJOURNMENT

Board adjourned at 8:03 p.m.

The next Board meeting is a Regular Meeting scheduled for Wednesday, April 19, 2023, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

IDYLLWILD WATER DISTRICT

BY: _____

Leo Havener
BOARD SECRETARY

IDYLLWILD WATER DISTRICT

BY: _____

Peter Szabadi
BOARD VICE PRESIDENT



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: April 19, 2023
Subject: Item 1B – Financial Reports

Recommendation:

Board of Directors accept March 2023 Financial Reports.

Attachments:

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

IDYLLWILD WATER DISTRICT
Water Fund Condensed Income Statement
Operating Revenue - Water
Fiscal Year 2022 - 2023

Operating Revenue - Water Condensed By Category	March 2023			Year to Date: July 2022 - March 2023		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Base - Residential / Commercial	85,419	85,127	292 0.34%	766,632	766,144	488 0.06%
Sales - Residential / Commercial	38,649	70,000	(31,351) -44.79%	559,379	653,000	(93,621) -14.34%
Other Operating Revenue	-	-	- 0.00%	6,030	350	5,680 1622.86%
Other Non - Operating Revenue	-	-	- 0.00%	50	-	50 #DIV/0!
Total Operating Revenues	124,068	155,127	(31,059) -20.02%	1,332,091	1,419,494	(87,403) -6.16%

Operating Revenue - Water By Category	March 2023			Year to Date: July 2022 - March 2023		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Base Rate - Residential	63,187	63,089	98 0.16%	526,851	526,557	294 0.06%
Base Rate - Commercial	22,232	22,038	194 0.88%	239,781	239,587	194 0.08%
Sales - Residential	18,771	40,000	(21,229) -53.07%	320,453	354,000	(33,547) -9.48%
Sales - Commercial	19,878	30,000	(10,122) -33.74%	238,926	299,000	(60,074) -20.09%
Sales - Sewer	-	-	- 0.00%	-	-	- 0.00%
Sales - Construction / Other	-	-	- 0.00%	-	-	- 0.00%
Transfer Fees	-	-	- 0.00%	-	-	- 0.00%
Turn On / Off Fees	-	-	- 0.00%	-	-	- 0.00%
Lien & Lien Release Fees	-	-	- 0.00%	-	-	- 0.00%
Delinquency Fees	-	-	- 0.00%	-	-	- 0.00%
Will Serve Letter Fees	-	-	- 0.00%	50	150	(100) 0.00%
Other Miscellaneous	-	-	- 0.00%	5,980	200	5,780 0.00%
Installation Fees	-	-	- 0.00%	50	-	50 0.00%
Capacity Fees	-	-	- 0.00%	-	-	- 0.00%
Total Operating Revenues	124,068	155,127	(31,059) -20.02%	1,332,091	1,419,494	(87,403) -6.16%

IDYLLWILD WATER DISTRICT

Water Fund Condensed Income Statement

Water Sales In Cubic Feet

Fiscal Year 2022 - 2023

Water Sales Meter Size	March 2023		Total CF	Water Accounts		March 2023		Total
	Residential	Commercial		Meter Size	Residential	Commercial		
R1 5/8	319,971	47,968	367,939	R1 5/8	1,430	104	1,534	
R2 3/4	5,456	8,120	13,576	R2 3/4	12	18	30	
R3 1"	2,402	76,264	78,666	R3 1"	46	36	82	
R4 1.1/2"	-	27,032	27,032	R4 1.1/2"	-	17	17	
R5 2"	-	3,188	3,188	R5 2"	-	8	8	
R6 3"	-	11,429	11,429	R6 3"	-	1	1	
IA 3"	-	96,450	96,450	IA 3"	-	1	1	
NC-WWTP	-	900	900	NC-WWTP	-	1	1	
Total Water Sales	327,829	271,351	599,180	Total Accounts	1,488	186	1,674	

Sewer Accounts Service Type	March 2023		Total
	Residential	Commercial	
Sewer Acct S	423	164	587
Fire Services F "2"	-	-	-
Fire Services F "3"	-	-	-
Fire Services F "4"	-	3	3
Total Sewer Accounts	423	167	590

Total Water And Sewer Accounts **1,911** **353** **2,264**

IDYLLWILD WATER DISTRICT
Water Fund Condensed Income Statement
Operating Expenses - Water
Fiscal Year 2022 - 2023

No.	By Category	March 2023			Year to Date: July 2022 - March 2023		
		Actual	Budget	Variance %	Actual	Budget	Variance %
1	Wages and Salaries Expenses	52,225	56,000	3,775 6.74%	490,600	502,979	12,379 2.46%
2	Retirement Plan and Life Insurance	3,137	3,370	233 6.91%	25,996	30,330	4,334 14.29%
3	Medical Insurance	11,566	10,500	(1,066) -10.15%	107,349	93,600	(13,749) -14.69%
4	Uniform Expenses	-	-	- 0.00%	900	900	- 0.00%
5	Worker's Comp Insurance	-	-	- 0.00%	3,507	4,000	493 12.33%
6	Retirement Medical Insurance	5,306	4,500	(806) -17.91%	10,082	12,500	2,418 19.34%
7	Board Reimbursement	512	600	88 14.67%	2,943	5,400	2,457 45.50%
8	Office Supplies	1,010	1,500	490 32.67%	5,966	13,500	7,534 55.81%
9	Office Cleaning Service	240	250	10 4.00%	1,815	2,250	435 19.33%
10	Postage and Mailing Fees	722	1,500	778 51.87%	6,398	11,300	4,902 43.38%
11	Training and Education	-	500	500 100.00%	-	3,500	3,500 100.00%
12	Reimbursement, Travel, Meals, Etc.	-	1,000	1,000 100.00%	942	7,990	7,048 88.21%
13	Dues, Fees, Subscriptions	911	1,500	589 39.27%	10,108	13,500	3,392 25.13%
14	Computer Services	150	1,800	1,650 91.67%	13,352	16,000	2,648 16.55%
15	Legal Services	3,965	2,000	(1,965) -98.25%	24,459	18,000	(6,459) -35.88%
16	Engineering and Consulting	-	3,000	3,000 100.00%	2,797	24,100	21,303 88.39%
17	Utilities, Electricity	762	8,000	7,238 90.48%	46,197	72,900	26,703 36.63%
18	Utilities, Gas & Fuel	545	620	75 12.10%	3,745	5,580	1,835 32.89%
19	Utilities, Propane	1,260	100	(1,160) -1160.00%	4,209	900	(3,309) -367.67%
20	Utilities, Telephone and Internet	4,107	2,500	(1,607) -64.28%	20,067	22,500	2,433 10.81%
21	Utilities, Waste Management Fees	222	250	28 11.20%	1,998	2,250	252 11.20%
22	Insurance, Liability, Auto, Property	-	12,000	12,000 100.00%	64,200	99,000	34,800 35.15%
23	Fees, State, County Water System	1,547	14,000	12,453 88.95%	54,179	84,000	29,821 35.50%
24	General Plant & Treatment Services	12,742	12,500	(242) -1.94%	119,061	112,500	(6,561) -5.83%
25	Vehicles Repairs & Maintenance	229	1,500	1,271 84.73%	42,590	13,000	(29,590) -227.62%
26	Laboratory Services	2,881	4,000	1,119 27.98%	21,327	36,000	14,673 40.76%
27	Water Security System	-	500	500 100.00%	-	4,500	4,500 100.00%
28	Advertising and Publishing	-	1,200	1,200 100.00%	3,166	10,800	7,634 70.69%
29	Bank Fee Charge	333	250	(83) -33.20%	1,778	2,350	572 24.34%
30	Water Maintenance and Supplies	-	2,000	2,000 100.00%	43,861	18,000	(25,861) -143.67%
31	Accounting & Auditing Fees	412	2,000	1,588 79.40%	18,487	18,000	(487) -2.71%
32	IWD Leak	1,623	1,800	177 9.83%	3,162	1,800	(1,362) -75.67%
Total Operating Expenses		106,407	151,240	44,833 29.64%	1,155,241	1,263,929	108,688 8.60%

IDYLLWILD WATER DISTRICT
Sewer Fund Condensed Income Statement
Operating Revenue - Sewer
Fiscal Year 2022 - 2023

Operating Revenue - Sewer Condensed By Category	March 2023			Year to Date: July 2022 - March 2023		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Base - Residential / Commercial	41,955	41,513	442 1.06%	374,501	373,617	884 0.24%
Other Operating Revenue	20,288	20,287	1 0.00%	182,585	182,583	2 0.00%
Total Operating Revenues	62,243	61,800	443 0.72%	557,086	556,200	886 0.16%

Operating Revenue - Sewer By Category	March 2023			Year to Date: July 2022 - March 2023		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Base - Residential / Commercial	41,955	41,513	442 1.06%	374,501	373,617	884 0.24%
Sales - Residential / Commercial	20,288	20,287	1 0.00%	182,585	182,583	2 0.00%
Other Operating Revenue	-	-	- 0.00%	-	-	- 0.00%
Other Non - Operating Revenue	-	-	- 0.00%	-	-	- 0.00%
Total Operating Revenues	62,243	61,800	443 0.72%	557,086	556,200	886 0.16%

IDYLLWILD WATER DISTRICT
Sewer Fund Condensed Income Statement
Operating Expenses - Sewer
Fiscal Year 2022 - 2023

Operating Expenses - Sewer		March 2023				Year to Date: July 2022 - March 2023			
		Actual	Budget	Variance	%	Actual	Budget	Variance	%
No.	By Category								
1	Wages and Salaries Expenses	12,650	15,000	2,350	15.67%	110,329	129,000	18,671	14.47%
2	Retirement Plan and Life Insurance	1,262	1,500	238	15.87%	9,990	12,660	2,670	21.09%
3	Medical Insurance	3,855	3,500	(355)	-10.14%	29,371	30,900	1,529	4.95%
4	Uniform Expenses	-	-	-	0.00%	600	1,059	459	43.34%
5	Worker's Comp Insurance	-	1,500	1,500	100.00%	2,592	10,740	8,148	75.87%
6	Retirement Medical Insurance	1,768	1,850	82	4.43%	5,763	16,650	10,887	65.39%
7	Board Reimbursement	170	200	30	15.00%	1,190	1,600	410	25.63%
8	Office Supplies	333	590	257	43.56%	1,898	5,310	3,412	64.26%
9	Office Cleaning Service	80	150	70	46.67%	685	1,120	435	38.84%
10	Postage and Mailing Fees	240	275	35	12.73%	3,500	2,475	(1,025)	-41.41%
11	Training and Education	-	-	-	0.00%	-	-	-	0.00%
12	Reimbursement, Travel, Meals, Etc.	-	110	110	100.00%	4,089	770	(3,319)	-431.04%
13	Dues, Fees, Subscriptions	303	500	197	39.40%	3,826	4,500	674	14.98%
14	Computer Services	50	600	550	91.67%	4,364	5,400	1,036	19.19%
15	Legal Services	3,772	285	(3,487)	-1223.51%	13,274	2,565	(10,709)	-417.50%
16	Utilities, Electricity	-	5,000	5,000	100.00%	24,613	43,950	19,337	44.00%
17	Utilities, Gas and Fuel	320	213	(107)	-50.23%	1,166	1,991	825	41.44%
18	Utilities, Propane	-	-	-	0.00%	186	-	(186)	#DIV/0!
19	Utilities, Telephone and Internet	1,369	1,000	(369)	-36.90%	6,608	9,000	2,392	26.58%
20	Utilities, Waste Management Fees	74	80	6	7.50%	666	720	54	7.50%
21	Vehicles Repairs and Maintenance	670	1,500	830	55.33%	18,955	9,500	(9,455)	-99.53%
22	Engineering and Consulting	-	200	200	100.00%	-	1,400	1,400	100.00%
23	Maintenance and Supplies	123	1,000	877	87.70%	5,889	6,300	411	6.52%
24	General Plant and Treatment Services	12,664	5,000	(7,664)	-153.28%	48,664	45,000	(3,664)	-8.14%
25	State and County Sewer System Fees	-	500	500	100.00%	-	3,500	3,500	100.00%
26	Minor Equipment and Supplies	-	125	125	100.00%	246	750	504	67.20%
27	Sewer Leases	-	-	-	0.00%	4,659	4,700	41	0.87%
28	Advertising and Publishing	-	500	500	100.00%	899	4,500	3,601	80.02%
29	Laboratory Services	1,988	2,000	12	0.60%	7,177	16,000	8,823	55.14%
30	Sewer Security System	-	300	300	100.00%	-	2,700	2,700	100.00%
31	Accounting and Auditing Fees	137	5,000	4,863	97.26%	3,087	35,000	31,913	91.18%
32	Liability, Auto and Property Insurance	-	15,000	15,000	100.00%	30,227	85,500	55,273	64.65%
33	Waste Disposal Fees	-	-	-	0.00%	-	-	-	0.00%
Total Operating Expenses		41,828	63,478	21,650	34.11%	344,513	495,260	150,747	30.44%



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Leo Havener, General Manager
Date: April 19, 2023
Subject: Item 1C – Operations Report

Recommendation:

Board of Directors accept March 2023 Operation Report.

Attachments:

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

Idyllwild Water District

Monthly Operations Report

March 2023

Supplies to System	694,120 CF	15.93 AF	
Increase / Decrease	(449,221) CF	-39% Billing Period	-6% Daily Demand
Number of Wells Available	12	323 GPM Available	
Water Sales	599,188 CF	72,988 CF Non-Water Sales	
Total Water/Non-Water Sales	672,176 CF	3% Loss	

Full-Time	FV1A	1
Part-Time	4, 10, 15, 23, 24, FV2, Golden Rod	7

Strawberry Creek Diversion	- CF	- AF	33.03 AFY
Lilly Creek Flow	196,033 CF	4.50 AF	8.31 AFY
Foster Lake Level (Max. 18')	18 Feet	- Inches	

Non-Water Sales	Gallons	CF
WTP Backwash	189,000	25,267
IWD Flushing	10,000	1,337
Main Line Leaks		-
Distribution Line Leaks	2,000	267
Fire Dept. Usage, Per IFPD	10,000	1,337
Hydrant Sales		-
Wastewater Plant	6,732	900
Storage Tanks Variance	517,220	69,147
Total	545,952	72,988

Stage Criteria				
Month	Avg. GPM	Max	%	Stage
Mar	150.2	323	47%	1
Feb	160.5	323	50%	1
Jan	168.6	323	52%	2
Dec	155.6	323	48%	1
Nov	162.0	323	50%	2
Oct	171.4	323	53%	2

Not Included in Total

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

Foster Lake Area	SL #3	0	SL #7	0	SL #14	2	FL Avg.	1
Creek Area	PL #23	221	SL #24	16				
Nature Center	SL #26	15	SL #27	12	SL #28	115		
Fern Valley	PL FV1A	403	SL FV2	68				

Storage Tanks

Location	CF/FT	Level	Volume CF
Foster Lake	11,698	22.0	257,356
Rock Dale Tank	2,718	23.0	62,514
Delano Tank	1,337	12.0	16,044
South Ridge Tank	3,509	20.0	70,180
Wild Wood Tank	919	12.8	11,763
Golden Rod Tank	891	22.1	19,691

Total	437,548 CF	Storage Supplies Max. 3.702 MGD	88%
Storage in MGD	3.27		
Production Days	24	Production Minutes	34,560
		Average GPM	150.2

Idyllwild Water District
Well Production Data
March 2023

Well		Cubic Feet	Acre Feet	Full-Time / Part-Time	Status	GPM	Comment
No.	Name						
1	Horizontal		-				
2	Foster Lake		-				
4	Foster Lake	153,386	3.5	PT	On	34.4	
10	Foster Lake	66,292	1.5	PT	On	15.4	
11	Foster Lake		-				
12	Foster Lake		-				
13	Foster Lake		-				
15	Foster Lake	117,584	2.7	PT	On	24.3	
16	Foster Lake		-				
23	Stratton	21,413	0.5	PT	On	51.2	
24	Curtis		-				
25	Donahoo		-				
26	Nature Center		-				
27	Nature Center		-				
28	Rock Dale		-				
FV1A	Fern Valley	198,098	4.5	FT	On	41.2	
FV2	Fern Valley	162,008	3.7	PT	On	37.5	
31	Golden Rod	21,665	0.5	PT	On	15.3	
	Oakwood		-				
Total		740,446	17.00			219.3	

Cedar Glen Meter 290,936 CF
District Production 403,184 CF
Total Supplies to System **694,120** CF

6.7 AF
9.3 AF
15.9 AF

Days of Production 24
Average System GPM 150.24

Minutes of Production 34,560

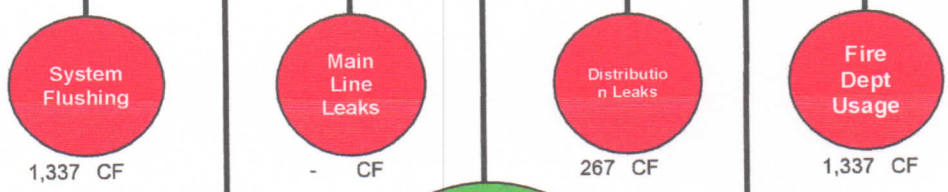
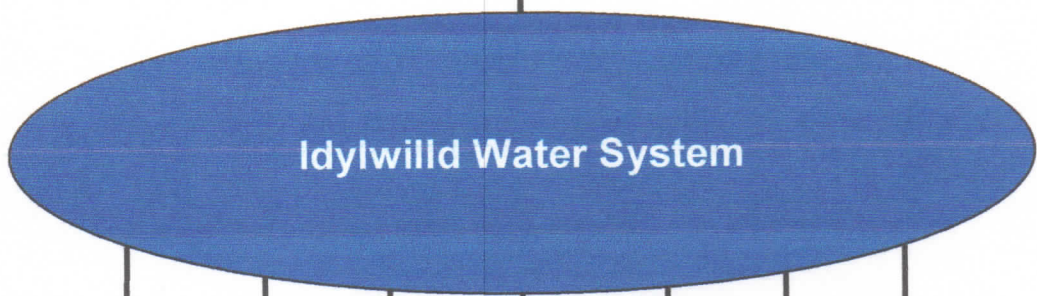
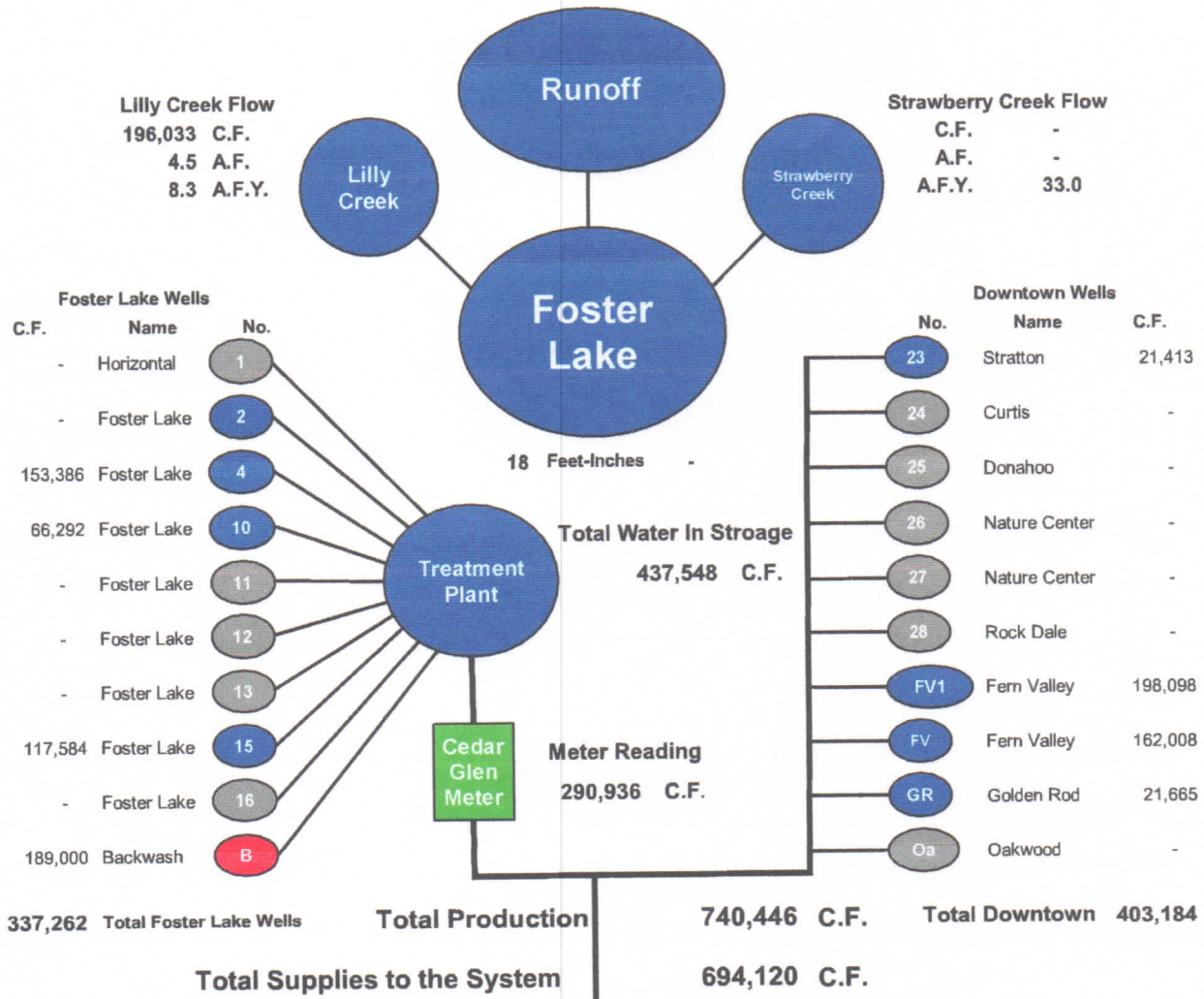
Idyllwild Water District
Well Statics
March 2023

No.	Initial	Level In Feet	Pumping Level (PL) / Static Level (SL)	Comments
3	MC	0.0	SL	
7	MC	0.0	SL	
14	MC	2.0	SL	Foster Lake Average = 0.7
23	MC	221.0	PL	
24	MC	16.0	SL	
26	MC	15.0	SL	
27	MC	12.0	SL	
28	MC	115.0	SL	
FV1A	MC	403.0	PL	
FV2	MC	68.0	SL	
31 - GR				
MW6				
FL2				
FL4	MC	18.0	PL	
6	MC	7.0	SL	
FL10	MC	238.0	PL	
FL13	MC	3.0	SL	
FL15	MC	8.0	PL	
19				

Idyllwild Water District

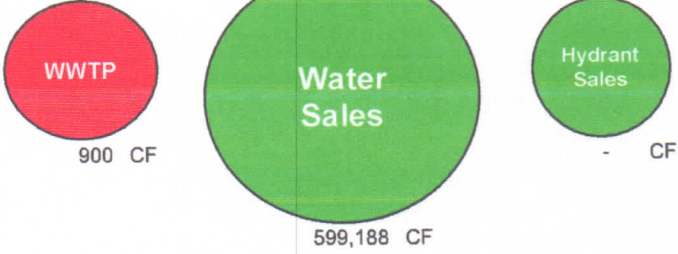
Water System Schematic For Operations Report

March 2023



System Loss

	C.F.
Total System	694,120
Total Usage	603,029
Difference	91,091
Tank Variances	69,147
Unaccounted	21,944
Loss %	3%



Conservation Stage

Month	Stage
March	1 - 47%
February	1 - 50%
January	2 - 52%
December	1 - 48%
November	2 - 53%
October	2 - 53%