



SPECIAL MEETING OF THE BOARD OF DIRECTORS

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

January 3, 2024 – 6:00 P.M.

This meeting is being conducted in person at the address above and is open to the public. The video conference feature is being provided solely for the benefit of the public and is not required. If there is a disruption in the video conference during the meeting, the meeting will continue.

Zoom Information

Topic: Special Board of Directors Meeting

Time: Jan 3, 2024, 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88037634110?pwd=bIGDafMcTaeYeERh9HQ67Khgu4S5CG.1>

Meeting ID: 880 3763 4110

Passcode: 816855

One tap mobile

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AGENDA

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the district. Please note that for items not listed on the agenda, the Brown Act imposes limitations on what the Board may do at this time. The Board may not 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 at the Board as a whole and not directed to individual Board members.



DISCUSSION ITEMS

1. WWTP PROJECT STATUS

DIRECTORS CLOSING COMMENTS

ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for Wednesday, January 17, 2024, 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: January 3, 2024
Subject: Item 1 – WWTP Project Status

Discussion:

The Board of Directors will discuss the status of the WWTP Project.



Memorandum

Project Progress Update

December 20, 2023

To: Idyllwild Water District Board of Directors
25945 Hwy 243
Idyllwild, CA

The Idyllwild Wastewater Treatment Plant Preliminary Engineering Report v. 2 and Funding Application work has been delayed by land acquisition processes but is on course for completion in early 2024. SUSP Engineering was given a green light to proceed with onsite surveys in September. It has taken some time to get the various subcontractors scheduled. All aspects of the Preliminary Engineering Report (PER) are now underway. With successful completion of subcontractor efforts currently being executed, the PER is on pace for draft submittal to Idyllwild Water District (IWD) in early February. The next steps for SUSP Engineering in the project work are:

1. Complete subcontractor work for CEQA and geotechnical reports. Both reports are scheduled to be completed in January 2024. The biological survey for CEQA was completed on 12/15. The geotechnical survey is being performed on 12/21. The cultural survey for CEQA will be scheduled soon.
2. The contracting of the geotechnical engineer exceeded our original budget and Task Order IWD-05 to cover the additional fee has been sent to IWD for acceptance.
3. The Civil preliminary engineering / design report (PER) is being written at SUSP Engineering. Work on the project is in earnest and completion is anticipated by February 2024.
4. The 30% Drawings are being rendered at the same time as the PER. Survey previously conducted should be sufficient for the plans. Some project decisions are cross contingent on other aspects of the work and careful coordination is ongoing to expedite the project.
5. The Electrical Engineer has been scheduled to perform their work concurrently with the civil preliminary design. SUSP Engineering will provide details of the plans and preliminary engineering to the Electrical Engineer so they can complete their preliminary engineering report sections and 30% Drawings on deadline.



The preliminary design is being based in the parcel boundaries described in the pending new deed. Many portions of the preliminary design are contingent on the findings of other work such as the Geotechnical Report. Coordination of all the components simultaneously is required to keep the proposed timeline for the draft PER submittal. All aspects of the work will be expedited for an anticipated completion in Feb 2024.

The following preliminary engineering efforts have been completed to date:

Project Subtask	Percent Complete	Remaining Work
Headworks	75%	Review calculations, report
Equalization Transfer Lift Station	90%	Documentation, report
Bioreactors	50%	Calculations, documentation, report
Sludge Handling System	25%	Calculations, documentation, report
Outfall Connection	50%	Calculations, documentation, report
Survey	100%	Deliverables to IWD pending
Geotechnical	20%	Survey 12/21/23, report in a few weeks
CEQA IS/MND	80%	Report in Jan, cultural survey TBD soon
Electrical Engineering Power and controls	10%	EE work to proceed concurrently with civil design work.
Hydraulic Profile	60%	Finalize calcs, site layout and geotechnical report needed first
30% Drawings	50%	Finalize Drawings and PFD
Preliminary Engineering Report v. 2	35%	Report sections being completed as preliminary design work is finalized
Site Layout	70%	To be finalized based on Geotechnical report and site conditions.
Land Acquisition	90%	In escrow, waiting on County review
Funding Support Memo	100%	Completed 8/31/2022
Funding Application	0%	Pending Board decision following memo and completed PER may be required for some agencies

SUSP Engineering is committed to completing the project work for IWD. The costs invoiced to IWD to date comprise approximately 95 percent of the fees associated with this project. Additional Task Orders IWD-03 and IWD-04 were sent to IWD to cover costs associated with previous project delays and research into purchasing a new blower. Task Order IWD-05 was submitted more recently and covers the cost of the geotechnical subcontractor which was higher than the estimate (from 2020) in the project budget. These are the only additional fees expected to complete the project. The SUSP Engineering team is approximately 60 percent complete and the subcontractors are all underway presently. The PER should be ready for inclusion in a



funding application within 2 months' time. Selection of the funding avenue by IWD may be helpful to permit tailoring the PER to the application requirements. The PER will be sufficient for meeting technical documentation of funding application requirements across a variety of funding sources.