



## REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549

November 15, 2023 – 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: Board of Directors Meeting

Time: Nov 15, 2023, 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84286462631?pwd=FzaoTrXdv4jiZtjas4ywaGFb10M7yy.1>

Meeting ID: 842 8646 2631

Passcode: 983825

One tap mobile

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+17207072699,,84286462631#,,, \*983825# US (Denver)

## 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.



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:            October 18, 2023

B. **FINANCIAL REPORTS**

Financial Reports for October and November 2023 will be presented during the December 2023 Board meeting.

C. **OPERATIONS REPORT**

**INFORMATION**

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

**RECOGNITION**

3. **WATER SCHOLARSHIP WINNERS** – 5 minutes

**DIRECTORS COMMENTS** – 5 minutes

**ADJOURNMENT**

The next Board meeting is a Regular Meeting scheduled for Wednesday, December 20, 2023, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

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**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](mailto: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:** November 15, 2023  
**Subject:** Item 1A – Board Minutes

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### **Recommendation:**

The Board of Directors approve the following:

- October 18, 2023, Regular Board meeting minutes

### **Attachments:**

- October 18, 2023, Regular Board meeting minutes



## MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549

October 18, 2023 – 6:00 P.M.

### AGENDA

#### CALL TO ORDER

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

#### ROLL CALL

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

#### PUBLIC COMMENTS

Mitch Davis commented on the district election process.

#### 1. CONSENT CALENDAR

##### A. MINUTES

Regular Board Meeting: September 20, 2023

##### B. FINANCIAL REPORTS

1. Income statement for the third month ending September 30, 2023
2. District warrants for September 2023

Check #17920 – 17963	= \$	233,702.44
Gross Payroll	= \$	65,340.00
Federal/State PR taxes	= \$	5,260.00
LAIF Transfers	= \$	0.00
Transfers/charges	= \$	338.45

##### C. OPERATIONS REPORT



**DIRECTOR COMMENTS**

None

**PUBLIC COMMENTS**

None

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

The vote was as follows:

**AYES**

Director Olson  
Director Kunkle  
Vice President Szabadi  
President Schelly

**NAYS**

**ABSTAIN**

**ABSENT**

**Motion approved.**

**INFORMATION**

**2. GENERAL MANAGER REPORT**

General Manager Havener presented his report.

**DIRECTOR COMMENTS**

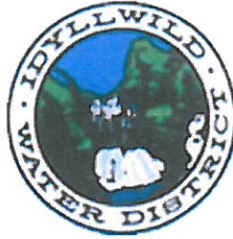
None

**PUBLIC COMMENTS**

Mitch Davis inquired about tracer wire on water pipelines and cross-connection control policy.

Steve Molten inquired about meter replacements.

**DISCUSSION ITEMS**



### 3. EMPLOYEE MANUAL, CHAPTER 8

#### DIRECTOR COMMENTS

President Schelly and Director Olson inquired about several items in Chapter 8 and the staff answered.

#### PUBLIC COMMENTS

None

### 4. WATER POLICY

General Manager Havener provided an update.

#### DIRECTOR COMMENTS

Director Olson inquired about conservation policy using 333 GPM vs 475 GPM available by all district pumps, and water storage capacity of 85% of total storage capacity.

Director Kunkle inquired about the iron and manganese removal process flow, which is 220 GPM.

Vice President Szabadi stated that eventually the district will have a conservation policy based on science, operations, and water conditions.

#### PUBLIC COMMENTS

Art ? inquired about the district wells.

### 5. WWTP PROJECT FUNDING

Vice President Szabadi stated that he requested BB&K research and provide an update on potential grants and funding for the WWTP.

#### STAFF COMMENTS

Ana ? provided an overview and update on the Federal Inflation Reduction Act, Infrastructure Act, EPA, USDA funding for disadvantage communities, along with recommending communicating with federal Representative and Senators.

#### DIRECTOR COMMENTS

President Schelly stated that the district can submit for funding once 30% of the engineering is completed.



Vice President Szabadi requested BB&K provide a memo outlining this evening's discussion for potential funding.  
Director Olson inquired when the district should lobby its Federal Representative and Senators, and if earmarks are considered grants, which they are.

**PUBLIC COMMENTS**

None

**6. ENGINEERING FIRM FOR WWTP PROJECT**

Director Kunkle provided his thoughts regarding the existing engineering firm compared to obtaining another engineering firm.

**DIRECTOR COMMENTS**

Directors discussed the current situation and determined that the best course of action would continue with the existing engineering firm. However, the Board will leave the option for a new engineering firm available should it be considered to be necessary.

**PUBLIC COMMENTS**

None

**ACTION ITEMS**

**7. CONSIDER ACCEPTANCE OF THE FISCAL YEAR 2022 – 2023 AUDIT**

The Board of Directors will consider accepting the Fiscal Year 2021 – 2022 audit.

**STAFF COMMENTS**

Scott Nanto provided a clean opinion of the district finances in the annual audit.

**DIRECTORS COMMENTS**

Director Olson inquired when the audit will be available for public review, which occurs immediately once the Board officially accepts the audit.

**PUBLIC COMMENTS**

None





A **MOTION** was made by Vice President Szabadi to accept the Fiscal Year 2021 – 2022 audit. Director Olson second.

The vote was as follows:

**AYES**

Director Kunkle  
Vice President Szabadi  
Director Schelly

**NAYS**

**ABSTAIN**

Director Olson

**ABSENT**

**Motion approved.**

**DIRECTORS COMMENTS**

Director Olson provided an update on the lower administration building status.

**CLOSED SESSION**

The Board entered Closed Session at 7:25 p.m.

**CLOSED SESSION**

**8. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Public Employee Performance Evaluation § 54957 Title: General Manager

The Board resumed Open Session at 8:17 p.m.

**REPORT FROM CLOSED SESSION**

No reportable action.

**DIRECTORS COMMENTS**

President Schelly requested the school scholarship winners be recognized and placed on the November Board meeting.



**ADJOURNMENT**

The Board adjourned at 8:18 p.m.

The next Board meeting is a Regular Meeting scheduled for Wednesday, November 15, 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



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Leo Havener, General Manager  
**Date:** November 15, 2023  
**Subject:** Item 1B – Financial Reports

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**Recommendation:**

Financial Reports for October and November 2023 will be presented during the December 2023 Board meeting.



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Leo Havener, General Manager  
**Date:** November 15, 2023  
**Subject:** Item 1C – Operations Report

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### Recommendation:

Board of Directors accept October 2023 Operation Report.

### Attachments:

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

# Idyllwild Water District

## Monthly Operations Report

### October 2023

Supplies to System	1,130,571 CF	25.95 AF	
Increase / Decrease	(42,464) CF	-4% Billing Period	-10% Daily Demand
Number of Wells Available	12	323 GPM Available	
Water Sales	1,056,139 CF	53,656 CF Non-Water Sales	
Total Water/Non-Water Sales	1,109,795 CF	2% Loss	

Full-Time	FV1A	1
Part-Time	4, 10, 13, 15, 23, 28, FV2, GR	8

Strawberry Creek Diversion	464,400 CF	10.66 AF	43.69 AFY
Lilly Creek Flow	0 CF	0.00 AF	11.31 AFY
Foster Lake Level (Max 18')	12 Feet	0 Inches	

Non-Water Sales	Gallons	CF
WTP Backwash	301,000	40,241
IWD Flushing	10,000	1,337
Main Line Leaks	-	-
Distribution Line Leaks	-	-
Fire Dept Usage Per IFPD	100,000	13,369
Hydrant Sales	-	-
Wastewater Plant	10,846	1,450
Storage Tanks Variance	280,500	37,500
<b>Total</b>	<b>401,346</b>	<b>53,656</b>

Not included in Total

#### Storage Tanks

Location	CF/FT	Level	Volume CF
Foster Lake	11,698	21.7	253,847
Rock Dale Tank	2,718	21.2	57,622
Delano Tank	1,337	16.0	21,392
South Ridge Tank	3,509	17.9	62,811
Wild Wood Tank	919	11.8	10,844
Golden Rod Tank	891	20.8	18,533

Storage Tanks Total	425,048 CF	Storage Supplies Max. 3.702 MGD	86%
Storage in MGD	3.18		
Production Days	32	Production Minutes	46,080
		Average GPM	183.5

**Idyllwild Water District**  
**Well Production Data**  
**October 2023**

Well		Cubic Feet	Acre Feet	Full-Time / Part-Time	Status	GPM	Comment
No.	Name						
1	Horizontal						
2	Foster Lake	123,410	2.8	PT	OFF	110.5	
4	Foster Lake	43,200	1.0	PT	ON	25.2	Back In Service
10	Foster Lake	30,261	0.7	PT	ON	7.3	
11	Foster Lake						
12	Foster Lake						
13	Foster Lake	146,272	3.4	PT	ON	33.0	
15	Foster Lake	48,847	1.1	PT	OFF	25.2	
16	Foster Lake						
23	Stratton	238,263	5.5	PT	ON	38.4	
24	Curtis						
25	Donahoo						
26	Nature Center						
27	Nature Center						
28	Rock Dale	75,603	1.7	PT	ON	21.7	
31	Golden Rod	22,712	0.5	PT	OFF	19.8	
FV1A	Fern Valley	250,743	5.8	FT	ON	42.5	
FV2	Fern Valley	220,721	5.1	PT	ON	36.3	
<b>Total</b>		<b>1,200,032</b>	<b>27.55</b>			<b>359.9</b>	

Cedar Glen Meter	<u>322,529</u> CF	<u>7.4</u> AF
Downtown Production	<u>808,042</u> CF	<u>18.6</u> AF
<b>Total Supplies to System</b>	<b><u>1,130,571</u> CF</b>	<b><u>26.0</u> AF</b>

Days of Production	<u>32</u>	Minutes of Production	<u>46,080</u>
Average System GPM	<u>183.53</u>		

# Idyllwild Water District

## Well Statics

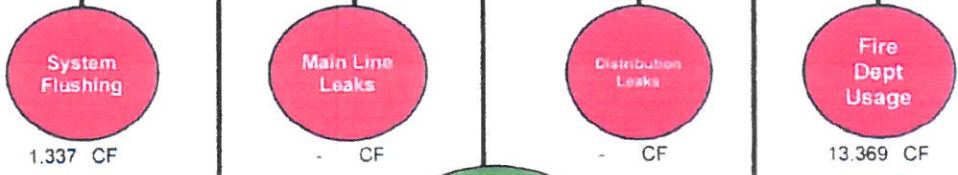
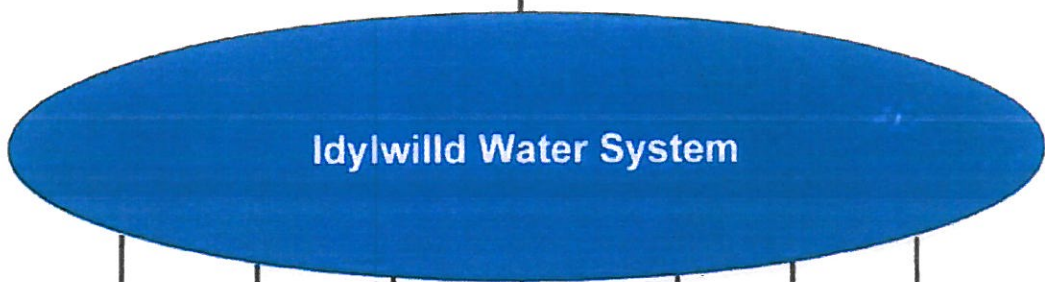
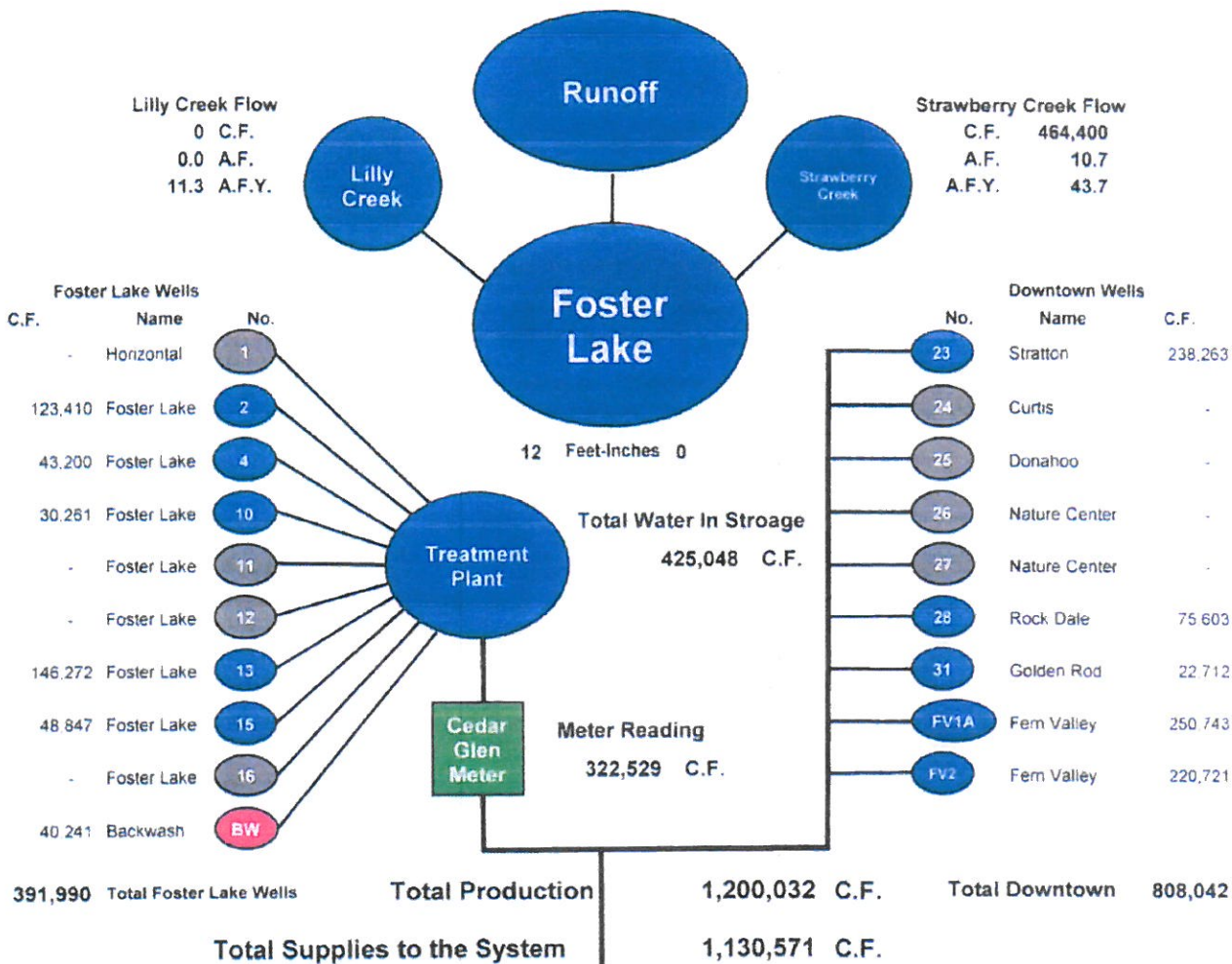
October 2023

No.	Initial	Level In Feet	Pumping Level / Static Level	Comments
<b>Foster Lake Monitoring Wells</b>				
3	MA	3.0	SL	
6	MA	16.0	SL	
7	MA	2.0	SL	
14	MA	10.0	SL	Foster Lake Average = 7.8
<b>Foster Lake Pumping Wells</b>				
2	MA	7.0	SL	
4	MA	17.0	SL	
10	MA	242.0	PL	
12	MA	33.0	SL	
13	MA	24.0	SL	
15	MA	8.0	SL	
19	MA	38.0	SL	
<b>Downtown Pumping Wells</b>				
23	MA	241.0	PL	
25	MA	12.0	SL	
24	MA	18.0	SL	
26	MA	25.0	SL	
27	MA	21.0	SL	
28	MA	377.0	PL	
31	MA	31.0	SL	
FV1A	MA	370.0	PL	
FV2	MA	319.0	PL	

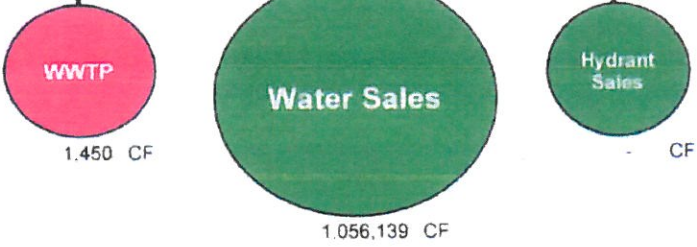
# Idyllwild Water District

## Water System Schematic For Operations Report

October 2023



System Loss	C.F.
Supply to System	1,130,571
Total Usage	1,072,295
<b>Difference</b>	<b>58,276</b>
Tank Variances	37,500
Unaccounted	20,776
<b>Loss %</b>	<b>2%</b>







# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Leo Havener, General Manager  
**Date:** November 15, 2023  
**Subject:** Item 2 – General Manager Report

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**Recommendation:**

General Manager Havener will present his report.

**Attachments:**

- General Manager Report

# GENERAL MANAGER REPORT

NOVEMBER 15, 2023

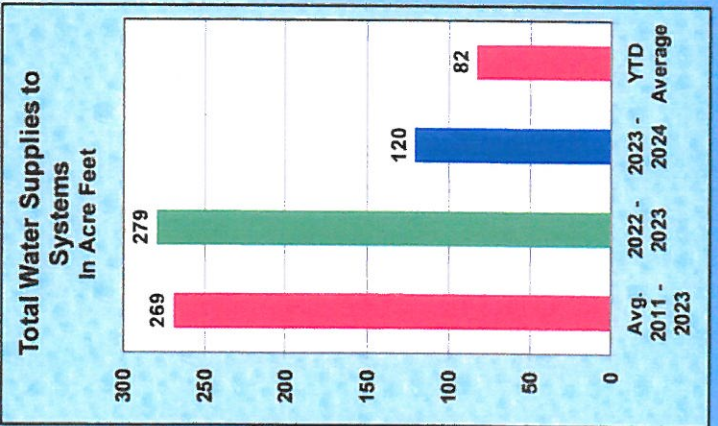
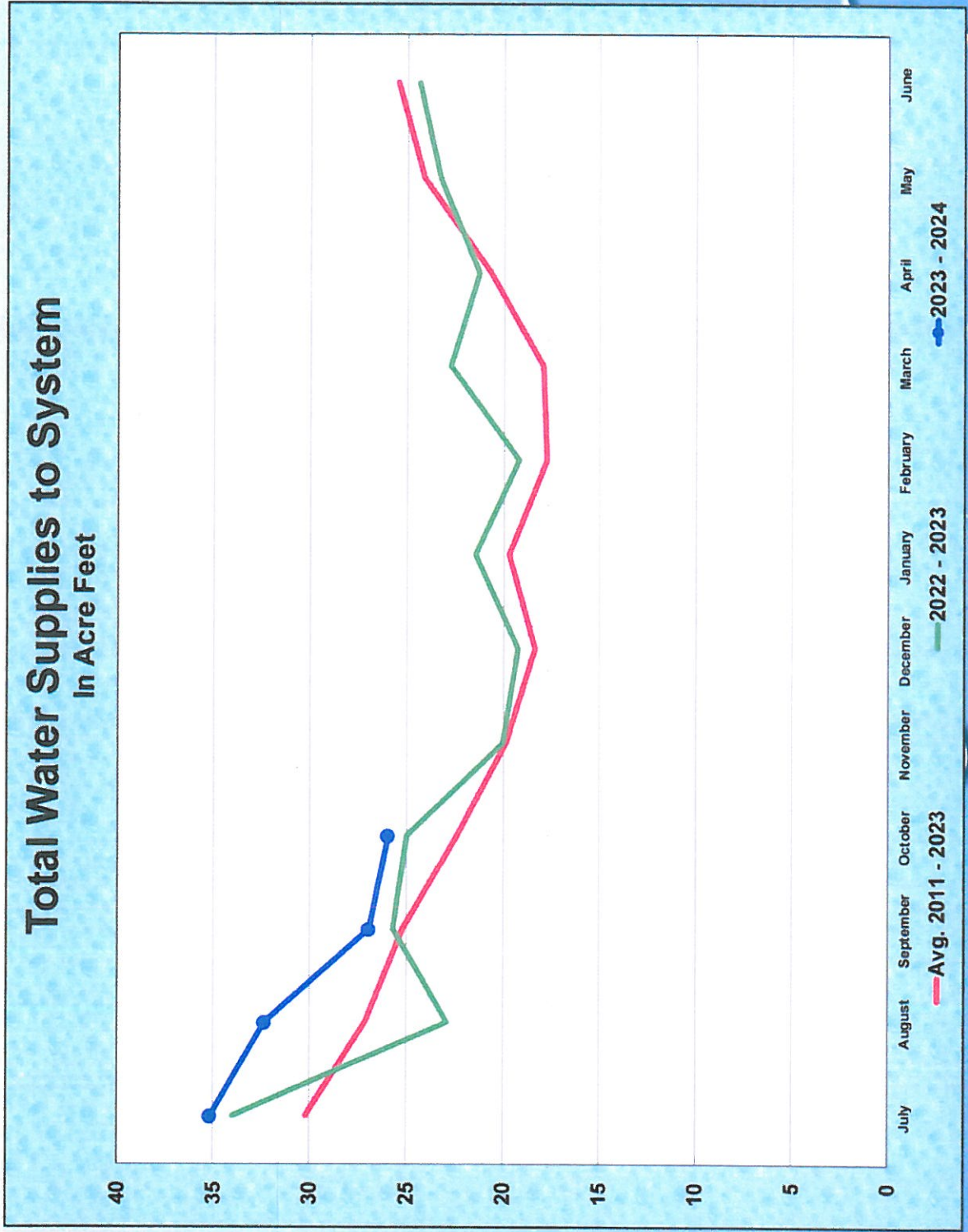
# DISTRICT FINANCES

OCTOBER & NOVEMBER WILL BE PRESENTED DURING DECEMBER 20<sup>TH</sup>  
BOARD MEETING

# WATER DATA

# TOTAL WATER SUPPLIES TO SYSTEM IN ACRE FEET

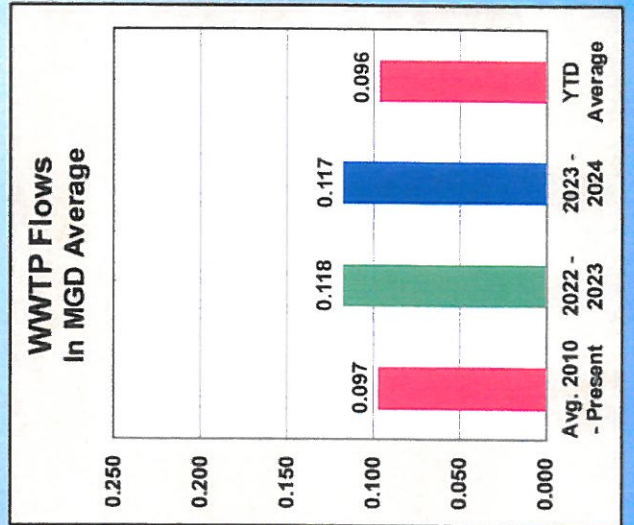
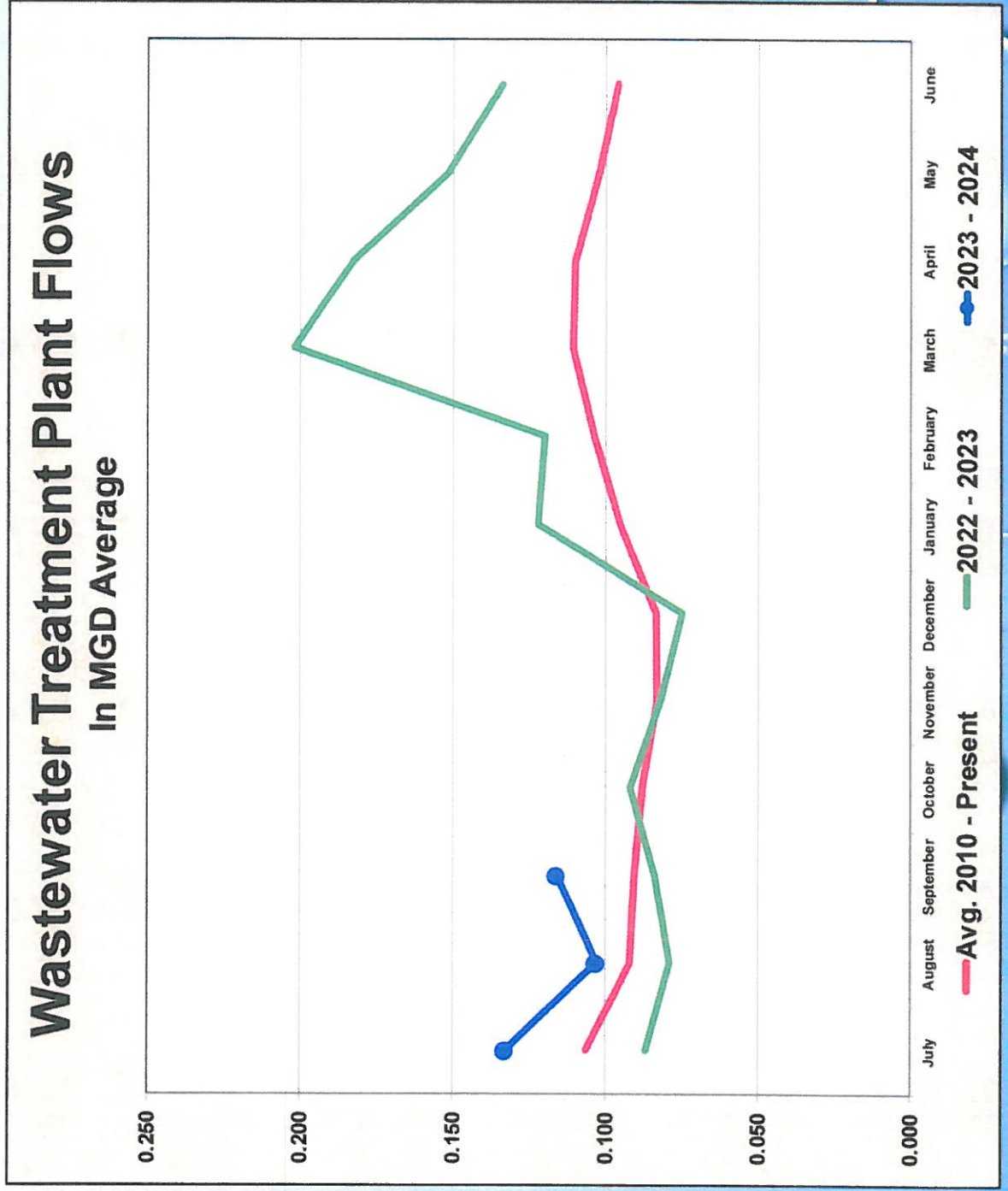
Fiscal Year	Avg. 2011 - 2023	2022 - 2023	2023 - 2024
July	30.2	34.0	35.2
August	27.1	22.9	32.3
September	25.2	25.7	26.9
October	22.4	25.0	26.0
November	19.9	20.1	
December	18.3	19.3	
January	19.7	21.5	
February	17.7	19.2	
March	17.9	22.8	
April	20.7	21.3	
May	24.2	23.3	
June	25.5	24.4	
<b>Total</b>	<b>268.8</b>	<b>279.3</b>	<b>120.4</b>



# WASTEWATER DATA

# WASTEWATER TREATMENT PLANT FLOWS MGD AVERAGE BY MONTH & FISCAL YEAR

Month	Avg. 2010 - Present	2022 - 2023	2023 - 2024
July	0.106	0.087	0.133
August	0.092	0.079	0.103
September	0.090	0.084	0.116
October	0.088	0.092	
November	0.083	0.082	
December	0.084	0.075	
January	0.095	0.122	
February	0.104	0.120	
March	0.111	0.202	
April	0.110	0.183	
May	0.102	0.152	
June	0.096	0.134	
<b>Average</b>	<b>0.097</b>	<b>0.118</b>	<b>0.117</b>



# WWTP ROOF REPAIRS







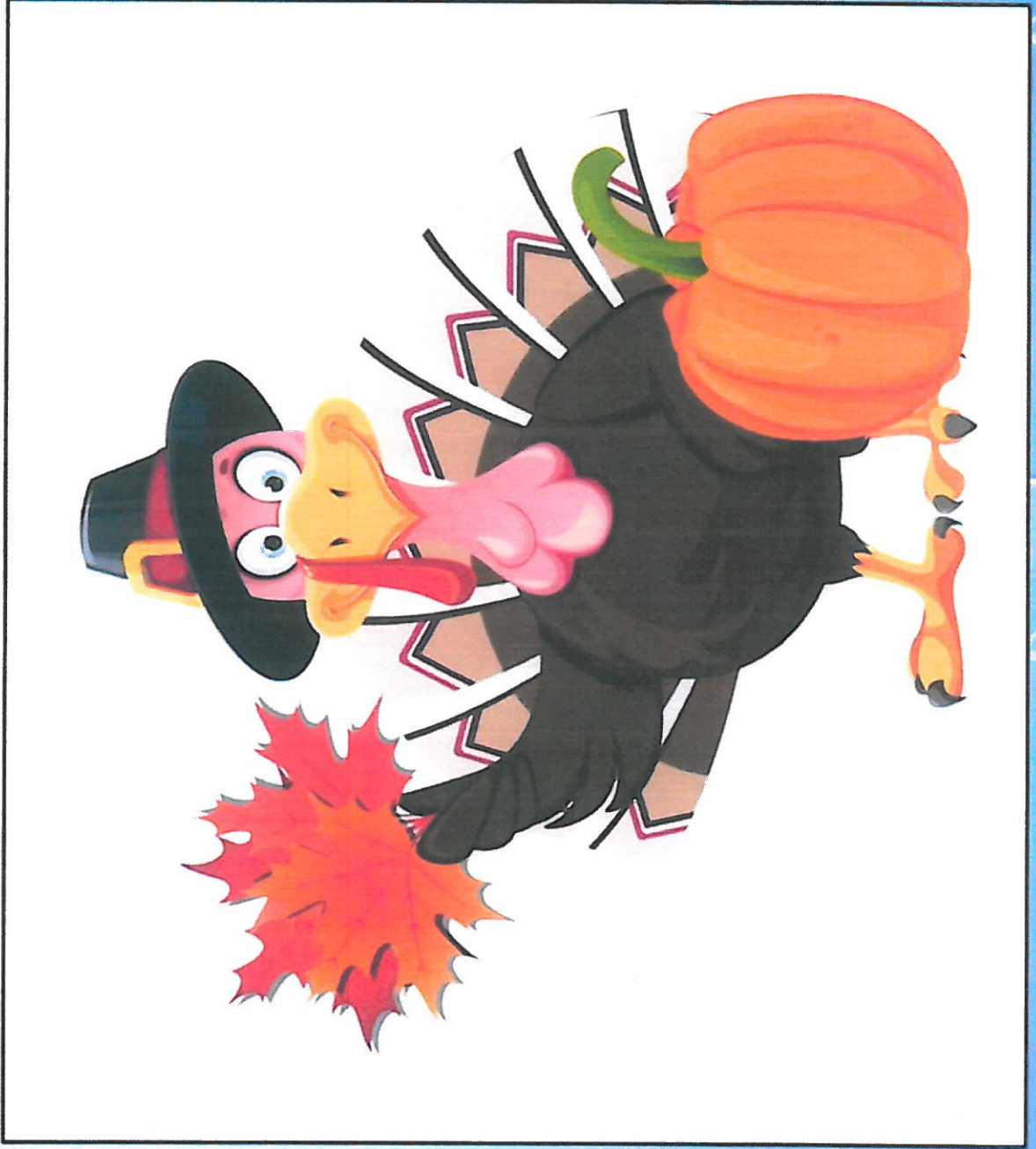
# Foster Lake Well No. 4 Repairs Are Completed



# OVERVIEW

- WATER POLICY WORK IS PROGRESSING
- WWTP ROOF REPAIRS ARE COMPLETED
- COMPLETED REQUIRED TRAINING
- MET WITH CONTRACTORS REGARDING THE LOWER ADMINISTRATION BUILDING
- GENERAL MANAGER ON VACATION FROM NOVEMBER 27<sup>TH</sup> TO DECEMBER 8<sup>TH</sup>

# QUESTIONS





# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Leo Havener, General Manager  
**Date:** November 15, 2023  
**Subject:** Item 3 – Water Scholarship Winners Recognition

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### Recognition:

In 2023, the District teamed with the school to develop an IWD Water Scholarship. The school had several participants pursue the IWD Water Scholarship. The scholarship winners are as follows:

- Alana Cavaletto, 7<sup>th</sup> Grade, 1<sup>st</sup> Place - Essay
- Lennon Aramburo, 7<sup>th</sup> Grade, 2<sup>nd</sup> Place - Essay
- Elizabeth Flores, 9<sup>th</sup> Grade, 1<sup>st</sup> Place – Poster
- Scarlet Nowlin, 7<sup>th</sup> Grade, 2<sup>nd</sup> Place - Poster

### Attachments:

- 1<sup>st</sup> & 2<sup>nd</sup> Place Essays & Posters

**Alana Cavaletto**  
**7<sup>th</sup> Grade**  
**1<sup>st</sup> Place - Essay**

Alana Cavaletto

## What is smart water usage when living in Idyllwild

What can you do to conserve water? How can we work together to ensure sustainability? The keys to the success of smart water usage are not only finding physical resources but bringing people together with thought and intent; getting all people working together for a common good but leveraging their interests and benefits against the goal.

Modern appliances use approximately 30% less water than outdated appliances. Additionally, using a dishwasher you use as little as three gallons of water versus up to twenty-seven gallons of water hand washing dishes. If we can get every household equipped with a dishwasher, we could save millions of gallons. To equip each house with a dishwasher we have to give people motives to catch people's interests and attention. To catch the public's attention you have to use something they want or something that brings them enjoyment.

A very impactful way to conserve water is through education. Ensuring we have programs and resources to teach young minds how to conserve water and the importance of water conservation will not only set the foundation for this important topic, it will spark thought for future creativity. Teaching young children how to conserve water is an important lesson that can have long-term impacts. Teaching them when their young can help with water conservation because they develop good habits.

We need to consider how essential it is for us to go back to basic practices. This includes simple changes such as turning off the water or taps when not in use, fitting water-saving devices such as taps, showers, and toilets, And using rainwater to water our gardens. Reducing the amount of water we use at home and making continuous efforts to use less water in our everyday activities can have a significant impact on our environment.

I know we can all agree that water conservation is important the next step is to get everyone to take action on these thoughts. If everyone takes action it can have a positive impact on our environment. We can all benefit from conserving water because it will help reduce water waste, protect water sources, and improve our water quality. And if we did all this we could all live in a safer and healthier environment.

# Lennon Aramburo

## 7<sup>th</sup> Grade

### 2<sup>nd</sup> Place - Essay

Lennon Aramburo

Today I'll be showing you how to conserve water, where our water comes from, modern water saving technology and how humans have interrupted the water cycle. Our water here in Idyllwild comes from Foster lake and wells around the area. In other words all our water comes from here. We are very lucky to have enough water to supply our whole community. However, in years of drought we need to be responsible for our water usage and conserve it.

The water cycle has been going on for as long as 3.8 billion years and modern human civilization has interrupted it. The way the hydrological or water cycle works is that water in the ocean is evaporated by the sun and turns into steam. Eventually so much steam accumulates in the atmosphere that clouds begin appearing. These clouds precipitate down on the earth's surface in forms like rain or snow and things like rivers and lakes are made. Rivers lead to the ocean and eventually the cycle restarts. Humans have created reservoirs that collect water from lakes or rivers. We've also made ground reservoirs that collect ground water. Humans have put so much water into the sewage pipes that it's taking a large amount of time to get to the ocean, therefore there is a huge gap in the water cycle.

Using modern technology we can get more use out of our used water and be a part of the solution and not the problem. In Chicago where the sewage is affecting the water, they take the sewage water and take out the algae and bacteria. The plant is called the Stickney Water Reclamation Plant. They use algae and bacteria to create fertilizer for human use. So modern technologies are doing more than just purifying the water.

Here are some ways you can help and conserve water. A lot of people will collect rainwater using a rain barrel and will use it for things like watering their lawn or washing their car. You can save water daily by: not leaving the sink on while you're brushing your teeth, not leaving the sink on the whole time while washing your dishes and taking shorter showers instead of taking a bath. Ways you can conserve lots of water is by: not watering your lawn and instead filling it with succulents and rocks and instead of using a lot of water to get your water cold, put it in the refrigerator.

If you've read this you should now know the basics to water conservation. You should also know why we should save water. Water feeds every living thing and keeps everything alive. If all humans could just save water everyday our water crisis would decrease. I hope you enjoyed reading about ways you can conserve water.



Elizabeth Flores  
9<sup>th</sup> Grade  
1<sup>st</sup> Place – Poster



Scarlet Nowlin  
7<sup>th</sup> Grade  
2<sup>nd</sup> Place - Poster

