



REGULAR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

May 15, 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: Board of Directors Meeting

Time: May 15, 2024 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 883 3986 0333

Passcode: 191197

One tap mobile

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Find your local number: <https://us06web.zoom.us/j/88339860333?pwd=b1so7tW8svWKsiZ2XJ0SrVGadcOOhc1>

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

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

Special Board Meeting:	January 27, 2024
Regular Board Meeting:	April 17, 2024
Special Board Meeting:	May 1, 2024

B. FINANCIAL REPORTS

- a. Income statement for the tenth month ending April 30, 2024
- b. District warrants for April 2024
 - Check #18234-18289 = \$ 307,177.18
 - Gross Payroll = \$ 69,500
 - Federal/State PR taxes = \$ 6,250.00
 - LAIF Transfers = \$0
 - Transfers/charges = \$349.00

C. OPERATIONS REPORT

INFORMATION

2. GENERAL MANAGER REPORT

The General Manager will update the Board on accomplishments, challenges that have occurred and key performance metrics.

DISCUSSION ITEMS

3. BOARD WORKSHOP

The Board of Directors will discuss the June 5, 2024, Board Workshop regarding various capital improvements projects and budget items.



ACTION ITEMS

4. RESOLUTION NO 796 WATER STAND-BY ASSESSMENTS FOR FY 2024-2025

The Board of Directors will hold a Public Hearing to consider approving Resolution No. 796 for Water Stand-BY Assessments for FY 2024-2025 for undeveloped parcels within the Idyllwild Water District service area.

5. RESOLUTION NO 797 SEWER STAND BY ASSESSMENTS FOR FY 2024-2025

The Board of Directors will hold a Public Hearing to consider approving Resolution No. 797 for Sewer Stand-BY Assessments for FY 2024-2025 for undeveloped parcels within the Idyllwild Water District Improvement District No.1 (sewer service area).

6. CONFLICT OF INTEREST CODE POLICY

The Board of Directors will discuss approving Resolution 798, adopting a Conflict-of-Interest Code which supersedes all prior Conflict of Interest Codes and amendments previously adopted.

7. PUBLIC EMPLOYEE TERMINATION APPEAL HEARING

Appealing Party: Joseph Reyes

The Board of Directors will hear the appeal of Interim General Manager Curt Sauer's decision to terminate the employment of Joseph Reyes.

DIRECTORS' CLOSING COMMENTS

CLOSED SESSION

Public Employee Discipline/Dismissal/Release

Government Code § 54957(b). Upon conclusion of the Public Employee Termination Appeal Hearing, the Board will deliberate in closed session on the subject matter of the hearing.

ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for Wednesday, June 12, 2024, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549. Please note that we have moved our board meeting a week,



because we are closed for the holiday on June 19th.

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: Curt Sauer, General Manager
Date: May 15, 2024
Subject: **Item 1A – Board Minutes**

Recommendation:

The Board of Directors approve the following:

- Special Board Meeting: January 27, 2024
- Regular Board Meeting: April 17, 2024
- Special Board Meeting: May 1, 2024

Attachments:

- Special Board Meeting: January 27, 2024
- Regular Board Meeting: April 17, 2024
- Special Board Meeting: May 1, 2024



MINUTES SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

January 27, 2024 – 10:00 A.M.

AGENDA

CALL TO ORDER

President Schelly called the meeting to order at 10 A.M.

ROLL CALL

Director Olson, Director Kunkle, Vice President Szabadi and President Schelly were present, along with acting General Manager Hosny Shouman.

PUBLIC COMMENTS

None.

The Board moved into closed session at 10:05 a.m.

CLOSED SESSION

1. PUBLIC EMPLOYEE APPOINTMENT

Public Employee Appointment - Govt. Code § 54957;
Title: General Manager

The Board returned into open session at 11:30 a.m.

REPORT FROM CLOSED SESSION

Agreed to start contract and hire Mr. Sauer.

DIRECTORS COMMENTS

None.



ADJOURNMENT

Board adjourned at 11:31 a.m.

The next Board meeting is a Regular Meeting scheduled for Wednesday February 21, 2024, 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: _____
Hosny Shouman
Board Secretary

BY: _____
Dr. Charles Schelly
Board President



MINTUNES FOR MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

April 17, 2024 – 6:00 P.M.

Vice President Szabadi will participate remotely from:
Hajós Street No. 9, Budapest, Hungary

AGENDA

CALL TO ORDER

President Schelly called meeting to order at 6 p.m.

ROLL CALL

President Schelly, Director Kunkle, Director Olson, and Director Davis were physically present. Vice President Szabadi was participating remotely from Hajós Street No. 9, Budapest, Hungary.

Acting Interim General Manager Sauer and Chief Financial Officer Shouman, and Ryan Guiboa an Attorney in Law from BBK were present.

PUBLIC COMMENTS

Dave Hunt wanted to commend the field workers and Bill Rojas on the repairs that took place on Highway 243. He also mentioned that he would like to see the General Manager position open soon. Mark Lamont wanted to thank the District and compliment the District on their efforts to get the fire hydrants back up and operating and just wanted to say thank you.



1. **CONSENT CALENDAR**

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

A. **MINUTES**

Special Board Meeting:	January 16,2024
Regular Board Meeting:	January 17, 2024
Special Board Meeting:	January 24,2024
Special Board Meeting:	January 27,2024
Regular Board Meeting:	February 21,2024
Regular Board Meeting:	March 20, 2024
Special Board Meeting:	April 2, 2024

B. **FINANCIAL REPORTS**

a. Income statement for the ninth month ending March 31, 2024

b. District warrants for March 2024

Check #18178-18233	= \$ 348,821.42
Gross Payroll	= \$ 69,495
Federal/State PR taxes	= \$ 5,680
LAIF Transfers	= \$ 0
Transfers/charges	= \$ 361

C. **OPERATIONS REPORT**

DIRECTOR COMMENTS

Director Olson said there are three minor typos and he mentioned that he had spoken with Mrs. Wheeler about them and got them corrected. President Schelly was concerned about the expenses, he mentioned it was a "big number".



PUBLIC COMMENTS

None.

A motion was made by Director Olson to approve the Consent Calendar and Director Szabadi seconded.

The vote was as follows:

AYES

Director Davis
Director Olson
Director Kunkle
Vice President Szabadi
President Shelly

NAYS

ABSTAIN

ABSENT

Motion approved.

INFORMATION

2. GENERAL MANAGER REPORT

DIRECTOR COMMENTS

The General Manager asked the board if we would be expanding our district, we have a rate payer interested in connecting into the sewer who lives outside of our sewer boundary. President Schelly answered and said we would not be expanding our sewer district at this time. Director Davis had a few questions regarding the lower administrative rehab, one being is a surge protector on the brakers and are there any gutter guards on the rain gutters. Vice President Szabadi asked what the wadge differential was with neighboring agencies vs. ours, and if we were in the "ballpark".

PUBLIC COMMENTS

Steve Moulton asked about the previous job flown, out of the 24 applications how many were locals? Curt answered and told him there were two applicants.



DISCUSSION ITEMS

3. BOARD MEMBER AND MEETING DECORUM, POLICY #2 and #3

The Board of Directors will Discuss the existing Board Member and Meeting Decorum Policy # 2 and # 3.

DIRECTOR COMMENTS

President Schelly asked General Counsel and asked is he could mention a few things on policy #1, and General Counsel said yes. President Schelly elaborated on the open public processes and explained that the board is not allowed comment on things until the board goes through the process. He also noted from the policy it states about representing customers and noted that every board member pays the same water and sewer bills, and every board member is aware of the expenses. The board needs to establish long- and short-term goals, and he talked about the board workshop and its open to the public and invited all to join. Public outreach and mention they could be better at what they do and reach out to the public. He stated that the board is there to establish policies and give the General Manager direction to enforce the policy, he elaborated it was not the board members responsibility to enforce the policy in the field. President Schelly elaborated on and highlighted multiple sentences throughout policy #1, #2, and #3. President Schelly wanted clarification on pre agenda and the stiped a director could receive. Shouman recommends that the stiped should increase the stiped to \$75.00. The General Counsel said if they want to increase the stiped they will need to bring it back as an action item and they need to look at the percentages they are allowed to increase it in a year. Director Kunkle asked for clarification from General Counsel on what meeting was eligible for a stiped. General counsel answer the question and it was stated in policy #2, and it was one meeting per day, and up to ten meeting max a month.

PUBLIC COMMENTS

Steve Moulton asked about the General Manager Report and wanted calcification on the lead/copper tests that were mentioned. Curt then clarified this was pipeline inventory. Schelly also clarified that this was a new requirement that that state has asked every district to complete.



4. LOWER ADMINISTRATION BUILDING

The Board of Directors will discuss the project status of the Lower Administration Building.

DIRECTOR COMMENTS

Vice President Szabadi asked about additional issues and greater costs. General Manager Sauer said the original bid was \$217,000.00 and all work was to be completed and we have been paying every two weeks. There were additional costs that the District has occurred from unexpected issues that the contractor have ran into. Sauer broken down all costs for board. President Schelly asked about T.V., and new phone systems. He also asked about only having one entry now, and possibly having a larger doorway.

PUBLIC COMMENTS

Steve Moulton asked Curt if he was up for being the General Manager permanently, and asked if an employee was still working at the district.

DIRECTORS CLOSING COMMENTS

None.

The Board moved to Closed Session at 7:28 p.m.

CLOSED SESSION

5. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Public Employee Performance Evaluation § 54957 Title: General Manager

6. CONFERENCE WITH LEGAL COUNSEL

Significant Exposure to Litigation Govt. Code§ 54956.9(d)(2). Two (2) matters.

The Board returned into open session at 8:43 p.m.



REPORT FROM CLOSED SESSION

None.

DIRECTOR COMMENTS

None.

ADJOURNMENT

The Board adjourned at 8:44 p.m.

The next Board meeting is a Regular Meeting scheduled for Wednesday, May 15, 2024, at 6:00 p.m., to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild CA 92549.

Idyllwild Water District

BY: _____
Curt Sauer
Board Secretary

Idyllwild Water District

BY: _____
Dr. Charles Schelly
Board President



MINTUNES FOR SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT
25945 Highway 243
Idyllwild, CA 92549

May 1, 2024 – 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, Director Kunkle, Director Olson and Director Davis were present. General Manager Sauer, Chief Financial Officer Shouman and General Counsel Holland Stewart were also present. Also, Christina Germano an Attorney in Law from BBK attended via Zoom.

PUBLIC COMMENTS

David Hunt mentioned that he would like to see the board post the General Manager position and expressed that he would like to see the next General Manager have some field experience. He also mentioned that the district needs to hire some field workers. President Schelly mentioned that the district has flown the field position.

DISCUSSION ITEMS

1. WASTEWATER TREATMENT PLANT PROJECT STATUS

The Board of Directors will discuss the status of the Wastewater Treatment Plant.



DIRECTORS COMMENTS

President Schelly mentioned that the board was asked to submit their questions prior to the meeting. General Manager Sauer reviewed the outline that was provided by Nathan Thompson. He mentioned that only one tribe responded regarding the CEQA. Nathan is the representative from the company the District to complete the wastewater treatment plant project. Nathan did not attend to answer the questions that the board gathered. Sauer also mentioned that the District received the lot line adjustment application back for the third time from the county and it was sent back to the surveyor to make the proper corrections, once corrections are made the District can resubmit to the county for approval. President Schelly said he would ask for questions; however, Nathan was not there to answer the questions. Director Olson mentioned there are things that still have not been answered. Director Kunkle asked Sauer when he talked with Nathan, did he ask what Nathans thoughts were for the increase of money to complete the project. Sauer answered when he spoke with Nathan it would be roughly 6 million however with inflation, he's predicting it would be higher. Director Davis asked for clarification about the 30% draft; and it would be completed 6, 28 2024? The board answered yes. Director Davis also asked what the timeline was for the remaining 70%? Vice President Szabadi mentioned that they don't know that at this time.

Vice President Szabadi expressed that most of the answers were not answers that were provided. He then expressed his frustrations towards this project that they cannot give them any numbers because the District needs to plan accordingly for further plans. He also mentioned that he didn't know what our management can do to get some clear answers from Nathan. General Manager Sauer recommend to the board to contact Nathans manager to help get some answers.

President Schelly expressed his frustrations with project, and they have been trying to move forward with this project for three years and the progress is very minimal. The cost has also doubled since they started this process, and we have hardly started the process he said.

Vice President Szabadi asked if they could form a committee for the Wastewater Treatment Plant Progress, the board agreed.

Director Kunkle and Vice President Szabadi were nominated to be on the committee. President Schelly asked them to get the questions that the board had agreed upon answered and at every regular board meeting they could give a report of status.

PUBLIC COMMENTS

None.

The Board moved to closed session at 6:45 P.M.



CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL**
Significant Exposure to Litigation Govt. Code § 54956.9(d)(2). (1) matter.
2. **CONFERENCES WITH LABOR NEGOTIATORS - Govt. Code § 54957.6** Agency Designated Representatives: Cynthia Germano Ryan Guiboa and Holland Stewart
Unrepresented Employee: Interim General Manager

The Board returned into open session at 8:45PM.

REPORT FROM CLOSED SESSION

Renewed General Manager Curt Sauers contract for three months with minor modifications.

DIRECTORS COMMENTS

None.

ADJOURNMENT

The Board adjourned at 8:47 p.m.

The next Regular Board Meeting is scheduled for Wednesday, May 15, 2024, at 6 P.M. to be held at the Idyllwild Water District Boardroom, 25945 Hwy. 243, Idyllwild, CA 92549.

Idyllwild Water District

BY: _____
Curt Sauer
Board Secretary

Idyllwild Water District

BY: _____
Dr. Charles Schelly
Board President



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Curt Sauer, General Manager
Date: May 15, 2024
Subject: Item 1B – Financial Reports

Recommendation:

Board of Directors accept April 2024 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 2023 - 2024

Operating Revenue - Water Condensed By Category	April 2024			Year to Date: July 2023 - April 2024				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Base - Residential / Commercial	92,694	92,394	300	0.32%	924,740	923,132	1,608	0.17%
Sales - Residential / Commercial	48,866	80,000	(31,134)	-38.92%	591,304	800,000	(208,696)	-26.09%
Other Operating Revenue	-	-	-	0.00%	3,390	1,000	2,390	239.00%
Other Non - Operating Revenue	-	-	-	0.00%	-	-	-	0.00%
Total Operating Revenues	141,560	172,394	(30,834)	-17.89%	1,519,434	1,724,132	(204,698)	-11.87%

Operating Revenue - Water By Category	April 2024			Year to Date: July 2023 - April 2024				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Base Rate - Residential	67,829	67,679	150	0.22%	676,919	676,018	901	0.13%
Base Rate - Commercial	24,865	24,715	150	0.61%	247,821	247,114	707	0.29%
Sales - Residential	25,069	50,000	(24,931)	-49.86%	320,039	500,000	(179,961)	-35.99%
Sales - Commercial	23,797	30,000	(6,203)	-20.68%	271,265	300,000	(28,735)	-9.58%
Sales - Sewer	-	-	-	0.00%	-	-	-	0.00%
Sales - Construction / Other	-	-	-	0.00%	3,390	1,000	2,390	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%	-	-	-	0.00%
Other Miscellaneous	-	-	-	0.00%	-	-	-	0.00%
Installation Fees	-	-	-	0.00%	-	-	-	0.00%
Capacity Fees	-	-	-	0.00%	-	-	-	0.00%
Total Operating Revenues	141,560	172,394	(30,834)	-17.89%	1,519,434	1,724,132	(204,698)	-11.87%

IDYLLWILD WATER DISTRICT
Water Fund Condensed Income Statement
Water Sales In Cubic Feet
Fiscal Year 2023 - 2024

Water Sales Meter Size	April 2024		Total CF
	Residential	Commercial	
R1 5/8	385,138	76,379	461,517
R2 3/4	3,563	13,588	17,151
R3 1"	6,256	79,529	85,785
R4 1.1/2"	-	21,671	21,671
R5 2"	-	4,008	4,008
R6 3"	-	3,394	3,394
IA 3"	-	93,884	93,884
NC-WWTP	-	672	672
Total Water Sales	394,957	293,125	688,082

Water Accounts Meter Size	April 2024		Total
	Residential	Commercial	
R1 5/8	1,428	104	1,532
R2 3/4	12	18	30
R3 1"	54	39	93
R4 1.1/2"	-	16	16
R5 2"	-	7	7
R6 3"	-	1	1
IA 3"	-	1	1
NC-WWTP	-	1	1
Total Accounts	1,494	187	1,681

Sewer Accounts Service Type	April 2024		Total
	Residential	Commercial	
Sewer Acct S	424	168	592
Fire Services F "2"	-	-	-
Fire Services F "3"	-	-	-
Fire Services F "4"	-	-	-
Total Sewer Accounts	424	168	592

Total Water And Sewer Accounts **1,918** **355** **2,273**

IDYLLWILD WATER DISTRICT
Water Fund Condensed Income Statement
Operating Expenses - Water
Fiscal Year 2023 - 2024

No.	By Category	April 2024			Year to Date: July 2023 - April 2024				
		Actual	Budget	Variance	%	Actual	Budget	Variance	%
1	Wages and Salaries Expenses	55,650	63,000	7,350	11.67%	547,285	630,000	82,715	13.13%
2	Retirement Plan and Life Insurance	5,570	5,250	(320)	-6.10%	51,068	52,500	1,432	2.73%
3	Medical Insurance	11,166	13,750	2,584	18.79%	111,337	137,500	26,163	19.03%
4	Uniform Expenses	-	317	317	100.00%	700	3,167	2,467	77.89%
5	Worker's Comp Insurance	-	683	683	100.00%	-	6,833	6,833	100.00%
6	Retirement Medical Insurance	3,776	2,867	(909)	-31.72%	26,010	28,667	2,657	9.27%
7	Board Reimbursement	517	171	(346)	-202.63%	2,585	1,708	(877)	-51.32%
8	Office Supplies	273	1,778	1,505	84.65%	8,397	17,783	9,386	52.78%
9	Office Cleaning Service	240	317	77	24.21%	1,920	3,167	1,247	39.37%
10	Postage and Mailing Fees	745	1,029	284	27.61%	6,659	10,292	3,633	35.30%
11	Training and Education	-	483	483	100.00%	802	4,833	4,031	83.41%
12	Reimbursement, Travel, Meals, Etc.	-	313	313	100.00%	225	3,125	2,900	92.80%
13	Dues, Fees, Subscriptions	364	2,333	1,969	84.40%	34,453	23,333	(11,120)	-47.66%
14	Computer Services	1,719	2,000	281	14.05%	17,510	20,000	2,490	12.45%
15	Legal Services	26,206	5,833	(20,373)	-349.25%	80,832	58,333	(22,499)	-38.57%
16	Engineering and Consulting	10,081	575	(9,506)	-1653.22%	20,403	5,750	(14,653)	-254.83%
17	Utilities, Electricity	11,311	6,750	(4,561)	-67.57%	159,368	67,500	(91,868)	-136.10%
18	Utilities, Gas & Fuel	-	717	717	100.00%	525	7,167	6,642	92.67%
19	Utilities, Propane	1,437	575	(862)	-149.91%	3,471	5,750	2,279	39.63%
20	Utilities, Telephone and Internet	2,452	958	(1,494)	-155.86%	26,276	9,583	(16,693)	-174.18%
21	Utilities, Waste Management Fees	222	233	11	4.86%	2,442	2,333	(109)	-4.66%
22	Insurance, Liability, Auto, Property	-	3,167	3,167	100.00%	22,691	31,667	8,976	28.34%
23	Fees, State, County Water System	16,923	6,083	(10,840)	-178.19%	60,397	60,833	436	0.72%
24	General Plant & Treatment Services	27,959	11,000	(16,959)	-154.17%	302,192	110,000	(192,192)	-174.72%
25	Vehicles Repairs & Maintenance	403	2,083	1,680	80.66%	3,002	20,833	17,831	85.59%
26	Laboratory Services	1,426	3,583	2,157	60.20%	25,165	35,833	10,668	29.77%
27	Water Security System	-	263	263	100.00%	600	2,625	2,025	77.14%
28	Advertising and Publishing	-	1,108	1,108	100.00%	3,652	11,083	7,431	67.05%
29	Bank Fee Charge	-	708	708	100.00%	332	7,083	6,751	95.31%
30	Water Maintenance and Supplies	4,274	333	(3,941)	-1182.20%	22,457	3,333	(19,124)	-573.71%
31	Accounting & Auditing Fees	-	1,392	1,392	100.00%	21,215	13,917	(7,298)	-52.44%
32	IWD Leak	-	-	-	0.00%	-	-	-	0.00%
Total Operating Expenses		182,714	139,653	(43,061)	-30.83%	1,563,971	1,396,533	(167,438)	-11.99%
Water Total Income And (Loss)		(41,154)	32,741	12,227	37.34%	(44,537)	327,599	(37,260)	-11.37%

IDYLLWILD WATER DISTRICT
Sewer Fund Condensed Income Statement
Operating Revenue - Sewer
Fiscal Year 2023 - 2024

Operating Revenue - Sewer Condensed By Category	April 2024			Year to Date: July 2023 - April 2024			
	Actual	Budget	Variance	Actual	Budget	Variance	%
Base - Residential / Commercial	49,646	47,888	1,758	489,717	478,580	11,137	2.33%
Other Operating Revenue	23,251	23,077	174	231,740	230,670	1,070	0.46%
Total Operating Revenues	72,897	70,965	1,932	721,457	709,250	12,208	1.72%

Operating Revenue - Sewer By Category	April 2024			Year to Date: July 2023 - April 2024			
	Actual	Budget	Variance	Actual	Budget	Variance	%
Base - Residential / Commercial	49,646	47,888	1,758	489,717	478,580	11,137	2.33%
Sales - Residential / Commercial	23,251	23,077	174	231,740	230,670	1,070	0.46%
Other Operating Revenue	-	-	-	-	-	-	0.00%
Other Non - Operating Revenue	-	-	-	-	-	-	0.00%
Total Operating Revenues	72,897	70,965	1,932	721,457	709,250	12,208	1.72%

IDYLLWILD WATER DISTRICT
Sewer Fund Condensed Income Statement
Operating Expenses - Sewer
Fiscal Year 2023 - 2024

No.	By Category	April 2024			Year to Date: July 2023 - April 2024				
		Actual	Budget	Variance	%	Actual	Budget	Variance	%
1	Wages and Salaries Expenses	14,250	16,088	1,818	11.31%	123,305	160,677	37,372	23.26%
2	Retirement Plan and Life Insurance	1,150	1,406	256	18.20%	11,325	14,059	2,734	19.45%
3	Medical Insurance	3,722	4,917	1,195	24.30%	33,862	49,167	15,305	31.13%
4	Uniform Expenses	-	72	72	100.00%	3,744	717	(3,027)	-422.42%
5	Worker's Comp Insurance	-	325	325	100.00%	-	3,250	3,250	100.00%
6	Retirement Medical Insurance	1,258	1,208	(50)	-4.11%	3,192	12,083	8,891	73.58%
7	Board Reimbursement	172	150	(22)	-14.67%	860	1,500	640	42.67%
8	Office Supplies	504	325	(179)	-55.08%	2,808	3,250	442	13.60%
9	Office Cleaning Service	80	80	-	0.00%	720	800	80	10.00%
10	Postage and Mailing Fees	248	325	77	23.69%	2,474	3,250	776	23.88%
11	Training and Education	-	575	575	100.00%	-	5,750	5,750	100.00%
12	Reimbursement, Travel, Meals, Etc.	-	850	850	100.00%	75	8,500	8,425	99.12%
13	Dues, Fees, Subscriptions	-	446	446	100.00%	1,809	4,458	2,649	59.42%
14	Computer Services	573	1,350	777	57.56%	5,772	13,500	7,728	57.24%
15	Legal Services	8,735	1,292	(7,443)	-576.26%	27,052	12,917	(14,135)	-109.43%
16	Utilities, Electricity	5,472	6,833	1,361	19.92%	11,632	68,333	56,701	82.98%
17	Utilities, Gas and Fuel	-	354	354	100.00%	-	3,542	3,542	100.00%
18	Utilities, Propane	-	-	-	0.00%	-	-	-	0.00%
19	Utilities, Telephone and Internet	813	854	41	4.82%	8,650	8,542	(108)	-1.27%
20	Utilities, Waste Management Fees	74	92	18	19.27%	814	917	103	11.20%
21	Vehicles Repairs and Maintenance	135	1,188	1,053	88.63%	1,531	11,875	10,344	87.11%
22	Engineering and Consulting	-	367	367	100.00%	-	3,667	3,667	100.00%
23	Maintenance and Supplies	169	183	14	7.82%	169	1,833	1,664	90.78%
24	General Plant and Treatment Services	12,563	5,607	(6,956)	-124.07%	202,444	56,067	(146,377)	-261.08%
25	State and County Sewer System Fees	-	-	-	0.00%	-	-	-	0.00%
26	Minor Equipment and Supplies	4,827	-	(4,827)	#DIV/0!	4,827	-	(4,827)	#DIV/0!
27	Sewer Leases	-	154	154	100.00%	1,144	1,542	398	25.79%
28	Advertising and Publishing	475	1,208	733	60.69%	7,331	12,083	4,752	39.33%
29	Laboratory Services	-	57	57	100.00%	-	567	567	100.00%
30	Sewer Security System	-	567	567	100.00%	5,377	5,667	290	5.11%
31	Accounting and Auditing Fees	-	2,047	2,047	100.00%	17,516	20,467	2,951	14.42%
32	Liability, Auto and Property Insurance	-	488	488	100.00%	165,375	4,875	(160,500)	-3292.31%
33	Waste Disposal Fees	-	-	-	-	-	-	-	-
	Total Operating Expenses	55,220	49,385	(5,835)	-11.81%	643,808	493,853	(149,955)	-30.36%

Sewer Total Income And (Loss) **17,677** **21,580** **7,767** **35.99%** **77,649** **215,397** **162,163** **75.29%**



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors
From: Curt Sauer, General Manager
Date: May 15, 2024
Subject: Item 1C – Operations Report

Recommendation:

Board of Directors accept April 2024 Operation Report.

Attachments:

- Monthly Operations Report
- Well Production Data

Idyllwild Water District Monthly Operations Report

Apr-24

Supplies to System	906,957 CF	20.82 AF		
Increase / Decrease	212,837 CF	31%	Billing Period	0% Daily Demand
Number of Wells Available	11	323	GPM Available	
Water Sales	688,082 CF	61,013 CF	Non-Water Sales	
Total Water/Non-Water Sales	749,095 CF	17%	Loss	

Full-Time	FV1A	1
Part-Time	2, 4, 10, 13, 15, 23, 24, 28, FV2, Golden Rod	10

Strawberry Creek Diversion	0 CF	0.00 AF	- AFY
Lilly Creek Flow	115,508 CF	2.65 AF	10.96 AFY
Foster Lake Level (Max. 18')	18 Feet	0 Inches	

Non-Water Sales	Gallons	CF
WTP Backwash	280,300	37,473
IWD Flushing	31,000	4,144
Main Line Leaks	64,000	8,556
Distribution Line Leaks	77,600	10,374
Fire Dept. Usage, Per IFPD		-
Hydrant Sales	-	
Wastewater Plant	5,026	672
Storage Tanks Variance	(1,541)	(206)
Total	456,385	61,013

Stage Criteria				
Month	Avg. GPM	Max	%	Stage
April	160.4	323	50%	1
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%	1

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

Foster Lake Area	SL #3	0	SL #7	0	SL #14	5	FL Avg.	3
Creek Area	SL #23	8	SL #24	15				
Nature Center	SL #26	14	SL #27	11	PL #28	111		
Fern Valley	PL FV1A	350	PL FV2	319				

Storage Tanks

Location	CF/FT	Level	Volume CF
Foster Lake	11,698	20.7	242,149
Rock Dale Tank	2,718	21.3	57,893
Delano Tank	1,337	17.6	23,531
South Ridge Tank	3,509	19.4	68,075
Wild Wood Tank	919	12.6	11,579
Golden Rod Tank	891	21.0	18,711

Total	421,938 CF	Storage Supplies Max. 3.702 MGD	85%
Storage in MGD	3.16	Production Minutes	43,200
Production Days	30	Average GPM	157.0

Idyllwild Water District
Well Production Data
Apr-24

Well		Cubic Feet	Acre Feet	Full-Time / Part-Time	Status	GPM	Comment
No.	Name						
1	Horizontal		-				
2	Foster Lake		-	PT	On	100.2	
4	Foster Lake	111,900	2.6	PT	On	29.3	
10	Foster Lake	90,745	2.1	PT	On	22.5	
11	Foster Lake		-				
12	Foster Lake		-				
13	Foster Lake	17,280	0.4	PT	On	32.0	
15	Foster Lake	108,789	2.5	PT	On	24.6	
16	Foster Lake		-				
23	Stratton	36,920	0.8	PT	On	39.0	
24	Curtis		-	PT	On		
25	Donahoo		-		Off		
26	Nature Center		-		Off		
27	Nature Center		-		Off		
28	Rock Dale	54,176	1.2	PT	On	22.0	
FV1A	Fern Valley	254,620	5.8	FT	On	39.0	
FV2	Fern Valley	209,007	4.8	PT	On	36.0	
31	Golden Rod	23,520	0.5	PT	On	19.5	
	Oakwood		-				
Total		906,957	20.82			364.1	

Cedar Glen Meter	317,473 CF
District Production	578,243 CF
Total Supplies to System	895,716 CF

7.3 AF
13.3 AF
20.6 AF

Days of Production	31
Average System GPM	150.10

Minutes of Production	44,640
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Idyllwild Water District
Well Statics
Apr-24

No.	Initial	Level In Feet	Pumping Level (PL) / Static Level (SL)	Comments
3	MA	0.0	SL	
MW6	MA	7.0	SL	
7	MA	0.0	SL	
14	MA	5.0	SL	Foster Lake Average = 3.0
23	MA	8.0	SL	
24	MA	15.0	SL	
25	MA	4.0	SL	
26	MA	14.0	SL	
27	MA	11.0	SL	
28	MA	111.0	SL	
OW	MA		SL	
FV1A	MA	350.0	PL	
FV2	MA	319.0	PL	
31 - GR	MA	143.0	SL	
FL2	MA	0.0	SL	
FL4	MA	0.0	SL	
FL10	MA	44.0	SL	
FL12	MA	30.0	SL	
FL13	MA	3.0	SL	
FL15	MA	2.0	SL	
MW19	MA	32.0	SL	



Memo

To: Board of Directors
From: Curt Sauer, General Manager
Date: May 15, 2024
Subject: Item 2 – General Manager Report

Recommendation:

General Manager Curt Sauer will present his report.



Memo

To: Board of Directors
From: Curt Sauer, General Manager
Date: May 15, 2024
Subject: Item 3 – Board Workshop

Discussion:

The Board of Directors will discuss the date of the Board Workshop.



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Curt Sauer, General Manager

Date: May 15, 2024

Subject: Item 4– Resolution No. 796 Water Stand-By Assessments for FY 2024-2024

Recommendation:

Board of Directors will set a date of May 15, 2024, 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).

Background:

To equitably allocate costs for benefits received by having water service available to undeveloped parcel, Idyllwild Water District has for decades imposed on a Stand-BY Fee on unimproved lots within the Water Service area.

The fees of \$30.00 per acre are not proposed to change and will be collected on the unaided property tax bill issued by Riverside County.

Attachment:

Resolution No. 796



RESOLUTION NO. 796

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT APPROVING A WATER STANDBY CHARGE ON ALL UNIMPROVED LANDS WITHIN THE DISTRICT AND CONDUCTING A PUBLIC HEARING THEREON

The Board of Directors of the IDYLLWILD WATER DISTRICT ("District") hereby resolves as follows:

1. The Board of Directors of the District proposes to implement a water service standby, or availability, charge on all unimproved lands within Idyllwild Water District for the fiscal year July 1, 2024, to June 30, 2025, in accordance with, and pursuant to, Water Code Section 31032.1 et seq.
2. The charge is to be \$30.00 per acre per year for each acre of unimproved land and \$30.00 per year for each parcel of land that is less than 1 acre in size. "Unimproved land" is defined as those parcels of land upon which a water meter has not been set by the Idyllwild Water District.
3. All charges proposed to be levied shall be collected on the tax roll of Riverside County in the same manner, by the same persons and at the same time as, together with and not separately from, the general taxes for the District, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties.
4. The General Manager shall cause a written report to be prepared and filed with the Secretary of the District which shall contain a description of each parcel of real property and an amount of the charge for each parcel for the year.
5. A Public Hearing on the said written report was conducted by the Board of Directors of the District at 6:00 p.m., on May 15, 2024, in the meeting room in the offices of the District, located at 25945 Hwy. 243, Idyllwild, California 92549. At this hearing, the Board of Directors heard and considered all public testimony. At the close of the Public Hearing, the Board of Directors may adopt, revise, change, reduce or modify the proposed charge.
6. The District published a notice of the filing of the written report of the time and place of the Public Hearing thereon in accordance with Government Code, Section 6066 prior to the date set for the Hearing in the Idyllwild Town Crier, a newspaper of local general

circulation and shall post a similar notice in no less than three public places within the District.

THEREFORE, BE IT RESOVED THAT, the Board of Directors of the Idyllwild Water District approves a Water Standby Fee charge in amount of \$30.00 per acre per year for each acre and \$30.00 per year for each parcel of land that is less than one acre in size on all unimproved lands within the District.

Adopted this 15th day of May 2024.

IDYLLWILD WATER DISTRICT

Dr. Charles Schelly, President Board of Directors

ATTEST:

I, Curt Sauer, Secretary of the IDYLLWILD WATER DISTRICT, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of the IDYLLWILD WATER DISTRICT at its meeting of May 15, 2024, by the following vote:

AYES:

NAY:

ABSTAIN:

ABSENT:

In witness whereof, I have executed by statement and affix the official seal of the Idyllwild Water District this 15th day of May 2024.

Idyllwild Water District

Curt Sauer, Secretary to Board of Directors



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Curt Sauer, General Manager

Date: May 15, 2024

Subject: Item 5– Resolution No. 797 Sewer Stand-By Assessments for FY 2024-2025

Recommendation:

Board of Directors will set a date of May 15, 2024, for a Public Hearing for sewer stand-by assessment fees for Fiscal Year 2024-2025 for undeveloped parcels within the Idyllwild Water District Improvement District No.1 (sewer service area).

Background:

To equitably allocate costs for benefits received by having sewer service available to undeveloped parcel, Idyllwild Water District has for decades imposed on a Stand-By Fee on unimproved lots within the Sewer Service area.

The fees of \$30.00 per acre are not proposed to change and will be collected on the unaided property tax bill issued by Riverside County.

Attachment:

Resolution No. 797



RESOLUTION NO. 797

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE IDYLLWILD WATER DISTRICT/IMPROVEMENT DISTRICT #1
APPROVING A SEWER STANDBY CHARGE ON ALL UNIMPROVED LANDS WITHIN
THE**

**DISTRICT AND CONDUCTING A PUBLIC HEARING THEREON
The Board of Directors of the IDYLLWILD WATER DISTRICT - IMPROVEMENT
DISTRICT #1 ("District") hereby resolves as follows:**

1. The Board of Directors of the District proposes to implement a sewer and waste service standby, or availability, charge on all unimproved lands within Improvement District #1 for the fiscal year July 1, 2024, to June 30, 2025, in accordance with, and pursuant to, Water Code Section 31032.1 et seq.
2. The charge is to be \$30.00 per acre per year for each acre of unimproved land and \$30.00 per year for each parcel of land that is less than 1 acre in size. "Unimproved land" is defined as those parcels of land upon which a water meter has not been set by the Idyllwild Water District.
3. All charges proposed to be levied shall be collected on the tax roll of Riverside County in the same manner, by the same persons and at the same time as, together with and not separately from, the general taxes for the District, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties.
The General Manager shall cause a written report to be prepared and filed with the Secretary of the District which shall contain a description of each parcel of real property and an amount of the charge for each parcel for the year.
4. A Public Hearing on the said written report was conducted by the Board of Directors of the District at 6:00 p.m., on May 15, 2024, in the meeting room in the offices of the District, located at 25945 Hwy., Idyllwild, California 92549. At this Hearing, the Board of Directors heard and considered all public testimony. At the close of the Public Hearing, the Board of Directors may adopt, revise, change, reduce or modify the proposed charge.
5. The District published a notice of the filing of the written report of the time and place of the public hearing thereon in accordance with Government Code, Section 6066 prior to the date set for the Hearing in the Idyllwild Town Crier, a newspaper of local general circulation and shall post a similar notice in no less than three public places within the District.

THEREFORE, BE IT RESOLVED THAT, the Board of Directors of the Idyllwild Water District approves a Sewer Standby Fee charge in the amount of \$30.00 per acre per year for each acre and \$30.00 for each parcel of land that is less than one acre in size on all unimproved lands within in the District.

Adopted this 15th day of May 2024.

IDYLLWILD WATER DISTRICT

Dr. Charles Schelly, President Board of Directors

ATTEST:

I, Curt Sauer, Secretary of the IDYLLWILD WATER DISTRICT, hereby certify that the foregoing Resolution was duly and regularly introduced and adopted by the Board of Directors of the IDYLLWILD WATER DISTRICT at its meeting of May 15, 2024, by the following vote:

AYES:

NAY:

ABSTAIN:

ABSENT

In witness whereof, I have executed by statement and affix the official seal of the IDYLLWILD WATER DISTRICT this 15th day of May 2024.

IDYLLWILD WATER DISTRICT

Curt Sauer, Secretary to Board of Directors



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Curt Sauer, General Manager

Date: May 15, 2024

Subject: Item 6 – Conflict of Interest Code Policy

Discussion:

The Board of Directors approves Resolution 798 Adopting a Conflict of Interest Code which supersedes all prior Conflict of Interest Codes and amendments previously adopted.

Background:

The County of Riverside has requested the District to update its Conflict of Interest Code policy and once approved by the District Board of Director, provide the County with a copy.

Fiscal Impact:

None

Attachments:

- Resolution No. 798
- Attachment A- Officials Who Manage Public Investments
- Part "A"- Officials Who Manage Public Investments
- Designated Positions- Governed by Conflict of Interest Code
- Part "B"- Disclosure Categories

RESOLUTION NO. 798

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE IDYLLWILD WATER DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE WHICH SUPERSEDES ALL PRIOR
CONFLICT OF INTEREST CODES AND AMENDMENTS PREVIOUSLY ADOPTED

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000 et. seq. ("the Act"), requires a local government agency to adopt a Conflict of Interest Code pursuant to the Act; and

WHEREAS, the Idyllwild Water District has previously adopted a Conflict of Interest Code and that Code now requires updating; and

WHEREAS, amendments to the Act have in the past and foreseeably will in the future require conforming amendments to be made to the Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains terms for a standard model Conflict of Interest Code, which, together with amendments thereto, may be adopted by public agencies and incorporated by reference to save public agencies time and money by minimizing the actions required of such agencies to keep their codes in conformity with the Political Reform Act;

NOW, THEREFORE, the Board of Directors of the Idyllwild Water District does hereby resolve as follows:

Section 1: The terms of Title 2, California Code of Regulations, Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, together with Exhibit A, the Conflict Code and Appendices in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Idyllwild Water District.

Section 2. The provisions of all Conflict of Interest Codes and Amendments thereto previously adopted by the Idyllwild Water District and hereby superseded.

Section 3. The Filing Officer is hereby authorized to forward a copy of this Resolution to the Clerk of the Riverside County Board of Supervisors for review and approval by the Riverside County Board of Supervisors as required by California Government Code Section 87303.

PASSED, APPROVED, AND ADOPTED this 15th day of May, 2024.

Charles Schelly, Board President

ATTEST:

State of California
County of Riverside

I, Curt Sauer, Board Secretary of Idyllwild Water District, California, do hereby certify that the Board of Directors approved Resolution No. 798 at its regular meeting held on the 15th day of May 2024, and duly approved and adopted said resolution at its regular meeting held on the fifteenth day of May, 2024, by the following roll call vote:

Name of Director	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Pres. Charles Schelly					
V.P. Peter Szabadi					
Dir. Steve Olson					
Dir. Steve Kunkle					
Dir. Mitch Davis					

Curt Sauer, Board Secretary

Date

**CONFLICT OF INTEREST CODE
OF THE
IDYLLWILD WATER DISTRICT**

EXHIBIT "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3(b), are NOT subject to the District's Code, but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments¹:

- Members of the Board Directors
- General Manager
- Chief Finance Officer

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT-OF-INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Members of the Board of Directors	1,2,5
Chief Finance Officer	1,2,5
General Counsel	1,2,5
General Manager	1,2

EXHIBIT "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the Designated Position must disclose for each disclosure category to which he or she is assigned.³

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, that do business in or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, that provide services, products, materials, machinery, vehicles, or equipment of a type utilized by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, that provide services, products, materials, machinery, vehicles, or equipment of a type purchased or leased by the Designated Position's department, unit, or division.

³

This Conflict-of-Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)



IDYLLWILD WATER DISTRICT

Memo

To: Board of Directors

From: Curt Sauer, General Manager

Date: May 15, 2024

Subject: Item 7– Public Employee Discipline/Dismissal/Release
