



### **Mission Statement**

**“To provide reliable water and sewer service in a safe, cost effective environmentally sound manner in accordance with community needs.”**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549**

**January 15, 2025 – 6:00 P.M.**

### **AGENDA**

**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.**

Topic: Board of Directors Meeting

Time: Jan 15, 2025 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86296186001?pwd=Mny6bb9qDjJYolJBy85ceZCAbH4n2r.1>

Meeting ID: 862 9618 6001

Passcode: 455205

One tap mobile

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Meeting ID: 862 9618 6001

Passcode: 455205

Find your local number: <https://us06web.zoom.us/u/kfr16u2Mn>

### **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 at individual Board members.

### **1. CONSENT CALENDAR**



### Mission Statement

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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: December 18, 2024

#### **B. FINANCIAL REPORTS**

- a. Income statement for the fifth month ending December 2024
- b. District warrants for December 2024
  - Check #18674-18732 = \$299,371.37
  - Gross Payroll = \$ 71250.00
  - Federal/State PR taxes = \$06890.00
  - LAIF Transfers = \$0
  - Transfers/charges = \$345.00

#### **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.

### **ACTION ITEMS**

#### **3. CONSIDER RESOLUTION NO. 801 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT AUTHORIZING AUTHORIZED SIGNERS FOR PNC, CHASE AND HCN ACCOUNTS**

The Board of Directors will consider approving Resolution No. 801.

#### **4. CONSIDER RESOLUTION NO. 802**

The Board will consider and approve moving the regular scheduled board meetings from Wednesdays at 6:00 pm to Mondays at 9:00 am.

#### **5. 2025 ELECTION OF OFFICERS OF THE BOARD OF DIRECTORS**

The Board of Directors will consider electing a President and Vice President for the 2025 calendar year.



### Mission Statement

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### CLOSED SESSION

**6. CONFERENCE WITH REAL PROPERTY NEGOTIATOR- GOV'T CODE SECTION 54956.8**

Property Description: Property in Idyllwild  
Agency: Idyllwild Water District  
District Negotiator: Bill Rojas, General Manager  
Under Negotiation: Price and Terms

### DIRECTORS COMMENTS

### ADJOURNMENT

The next Board meeting is a Regular Meeting scheduled for Wednesday, February 19, 2025, 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: [twheeler@idyllwildwater.com](mailto:twheeler@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:** Bill Rojas, General Manager  
**Date:** January 15, 2025  
**Subject:** Item 1A – Board Minutes

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### Recommendation:

The Board of Directors approve the following:

- December 18, 2024, Regular Board meeting minutes

### Attachments:

- December 18, 2024, Regular Board meeting minutes





**Mission Statement**

**“To provide reliable water and sewer service in a safe, cost effective environmentally sound manner in accordance with community needs.”**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
IDYLLWILD WATER DISTRICT  
25945 Highway 243  
Idyllwild, CA 92549**

**December 18, 2024 – 6:00 P.M.**

**AGENDA**

\*\* President Schelly was sworn in by Tyla Wheeler and Director Prierer was sworn in by President Schelly.

**CALL TO ORDER**

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

**ROLL CALL**

President Schelly, Director Olson, Director Prierer and Director Davis were present along with General Manager Rojas and Chief Financial Officer Shouman.

**PUBLIC COMMENTS**

Dave Hunt congratulated Director Prierer on her victory in the election. Director Prierer said thank you she will do her best to represent the community.

**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**

Regular Board Meeting: November 20, 2024

**B. FINANCIAL REPORTS**

- a. Income statement for the fifth month ending November 30, 2024
- b. District warrants for November 2024
  - Check #18628-18672 = \$193,735.37
  - Gross Payroll = \$ 67025.00
  - Federal/State PR taxes = \$ 6,220
  - LAIF Transfers = \$0
  - Transfers/charges = \$345.00

**C. OPERATIONS REPORT**



**Mission Statement**

**“To provide reliable water and sewer service in a safe, cost effective environmentally sound manner in accordance with community needs.”**

**DIRECTOR COMMENTS**

Director Olson and Director Davis mentioned about the 10% and they thought it was good. President Schelly also mentioned about the water loss and said it was predicted at the last meeting it would go up due to hydrant flushing. He also mentioned that the production figures were not static.

**PUBLIC COMMENTS**

Dave Hunt also asked about the transportation department cleaning the streets with water and not using the street sweeper and how that was affecting the water. Bill responded that they have been in contact and will meter the water. Diane Darcy asked if there was a way to notify the public when we do fire hydrant flushing, she lives in an area where it caused a lot of reddish debris to flow through her pipes and it would be nice to have a heads up. Bill responded that when they do flush it's to clean out the lines and it can cause that to happen, and he would get with staff to work out a plan so we can try and notify customers. Ashley Stewart recommended that we add a schedule to our website of hydrant flushing so customers can have easy access to viewing.

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

**AYES**

**Director Davis  
Director Olson  
Director Priefer  
President Schelly**

**NAYS**

**ABSTAIN**

**ABSENT**

**Motion approved.**

**INFORMATION**

**2. GENERAL MANAGER REPORT**

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

**DIRECTOR COMMENTS**

No comments.

**PUBLIC COMMENTS**

No comments.

**DISCUSSION ITEMS**



### **Mission Statement**

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#### **3. BUTTERFIELD OFFER TO PURCHASE LAND**

The Board will discuss the offer presented from Mr. Butterfield about purchasing our land located by Well #23.

#### **DIRECTOR COMMENTS**

Director Olson asked would this sale of land impact the district's water rights. Shane Stewart said no it would not impact water rights. President Schelly asked Mr. Stewart what they purpose you would do with the land, and would there be additional lighting on the property? Mr. Stewart said it would probably get more lights, and it would be compacted DG dirt, vegetation along the creek would stay, and it would all be maintained. President Schelly read a letter sent in by Franz Huber and his wife that they were not in favor of the district selling the land as well.

#### **PUBLIC COMMENTS**

Dave Hunt said this well was an import well to the district. He remembered it had been moved once and what if we needed an additional well, he felt like water assets are more valuable to the district than money. He also mentioned that the previous board had a verbal agreement they we would never sell the land when the district purchased the land. Mr. Hunt also said the land is trashed and the district should consider better security around the property. Jim Billman voiced his opinion and felt like this would have a negative impact on the district to sell it, he didn't see any benefits for the district if it was sold. It is a good well that is producing well, and he felt like if the property was sold it would have a high chance of being tampered with. Mr. Stewart mentioned he owns Strawberry Creek and would consider adding to the agreement to drill a well anywhere along the creek for the district. Chuck (unknown last name) felt like this purchase was going to increase the entertainment from the Idyllwild Brewpub and he was not thrilled having more areas geared towards tourism. Mr. Stewart said that was not in the plans, it was going to be used for additional parking. Dave Hunt mentioned that he thought there was enough parking already.

#### **4. REQUST FOR PROPOSAL (RFP) FOR AUDITING FIRM**

The Board will discuss posting a request for proposal for a new auditing firm.

#### **DIRECTOR COMMENTS**

Director Davis liked the idea of a “fresh set of eyes” on the audit. President Schelly encouraged the district to move forward with posting the Request for Proposal.

#### **PUBLIC COMMENTS**

No comments.

#### **5. PRESIDENT'S SPECIAL RECOGNITION AWARD**





**Mission Statement**

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The Borad will discuss the Presidents Special Recognition award that was awarded to the District from JPIA.

**DIRECTOR COMMENTS**

Hosny mentioned that fees were reduced 20%. President Schelly thanked staff and management.

**PUBLIC COMMENTS**

No comments.

The Board of Directors adjourned at 6:36 p.m.

The Board moved to Closed Session at 6:41 p.m.

**CLOSED SESSION**

**6. CONFERENCE WITH REAL PROPERTY NEGOTIATOR- GOV'T CODE SECTION 54956.8**

Property Description: Property in Idyllwild  
Agency: Idyllwild Water District  
District Negotiator: Bill Rojas, General Manager  
Under Negotiation: Price and Terms

**REPORT FROM CLOSED SESSION**

Nothing to report.

**DIRECTOR COMMENTS**

No comments.

**DIRECTORS COMMENTS**

No comments.

**ADJOURNMENT**

The Board adjourned at 7:35 p.m.

The next Board meeting is a Regular Meeting scheduled for Wednesday, January 15, 2025, 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: \_\_\_\_\_  
Tyla Wheeler  
Board Secretary

BY: \_\_\_\_\_  
Dr. Charles Schelly  
Board President





# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Bill Rojas, General Manager  
**Date:** January 15, 2025  
**Subject:** Item 1B – Financial Reports

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### Recommendation:

Board of Directors accept December 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 2024 - 2025**

Operating Revenue - Water Condensed By Category	December 2024			Year to Date: July - December 2024				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Base - Residential / Commercial	100,258	100,258	-	0.00%	601,638	601,684	(46)	-0.01%
Sales - Residential / Commercial	59,752	85,000	(25,248)	-29.70%	484,358	510,000	(25,642)	-5.03%
Other Operating Revenue	-	-	-	0.00%	-	-	-	0.00%
Other Non - Operating Revenue	-	-	-	0.00%	-	-	-	0.00%
<b>Total Operating Revenues</b>	<b>160,010</b>	<b>185,258</b>	<b>(25,248)</b>	<b>-13.63%</b>	<b>1,085,996</b>	<b>1,111,684</b>	<b>(25,688)</b>	<b>-2.31%</b>

Operating Revenue - Water By Category	December 2024			Year to Date: July - December 2024				
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Base Rate - Residential	73,380	73,380	-	0.00%	440,232	440,278	(46)	-0.01%
Base Rate - Commercial	26,878	26,878	-	0.00%	161,406	161,406	-	0.00%
Sales - Residential	35,189	50,000	(14,811)	-29.62%	270,534	300,000	(29,466)	-9.82%
Sales - Commercial	24,563	35,000	(10,437)	-29.82%	213,824	210,000	3,824	1.82%
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%	-	-	-	0.00%
Other Miscellaneous	-	-	-	0.00%	-	-	-	0.00%
Installation Fees	-	-	-	0.00%	-	-	-	0.00%
Capacity Fees	-	-	-	0.00%	-	-	-	0.00%
<b>Total Operating Revenues</b>	<b>160,010</b>	<b>185,258</b>	<b>(25,248)</b>	<b>-13.63%</b>	<b>1,085,996</b>	<b>1,111,684</b>	<b>(25,688)</b>	<b>-2.31%</b>

**IDYLLWILD WATER DISTRICT**  
**Water Fund Condensed Income Statement**  
**Water Sales In Cubic Feet**  
**Fiscal Year 2024 - 2025**

Water Sales Meter Size	December 2024		
	Residential	Commercial	Total CF
R1 5/8	480,554	70,037	550,591
R2 3/4	7,719	12,150	19,869
R3 1"	9,000	95,459	104,459
R4 1.1/2"	-	21,119	21,119
R5 2"	-	3,522	3,522
R6 3"	-	9,091	9,091
IA 3"	-	69,446	69,446
NC-WWTP	-	1,922	1,922
<b>Total Water Sales</b>	<b>497,273</b>	<b>282,746</b>	<b>780,019</b>

Water Accounts Meter Size	December 2024		
	Residential	Commercial	Total
R1 5/8	1,428	101	1,529
R2 3/4	13	18	31
R3 1"	54	40	94
R4 1.1/2"	-	16	16
R5 2"	-	8	8
R6 3"	-	1	1
IA 3"	-	1	1
NC-WWTP	-	1	1
<b>Total Accounts</b>	<b>1,495</b>	<b>186</b>	<b>1,681</b>

Sewer Accounts Service Type	December 2024		
	Residential	Commercial	Total
Sewer Acct S	424	168	592
Fire Services F "2"	-	-	-
Fire Services F "3"	-	-	-
Fire Services F "4"	-	4	4
<b>Total Sewer Accounts</b>	<b>424</b>	<b>172</b>	<b>596</b>

**Total Water And Sewer Accounts**  
**1,919      358      2,277**



**IDYLLWILD WATER DISTRICT**  
**Water Fund Condensed Income Statement**  
**Operating Expenses - Water**  
**Fiscal Year 2024 - 2025**

Operating Expenses - Water		December 2024				Year to Date: July - December 2024			
		Actual	Budget	Variance	%	Actual	Budget	Variance	%
1	Wages and Salaries Expenses	64,650	65,000	350	0.54%	373,961	382,000	8,039	2.10%
2	Retirement Plan and Life Insurance	3,524	5,250	1,726	32.88%	20,064	31,500	11,436	36.30%
3	Medical Insurance	23,903	13,750	(10,153)	-73.84%	80,560	82,500	1,940	2.35%
4	Uniform Expenses	780	570	(210)	-36.84%	2,931	2,408	(523)	-21.72%
5	Worker's Comp Insurance	-	-	-	0.00%	3,289	1,366	(1,923)	-140.78%
6	Retirement Medical Insurance	5,981	5,500	(481)	-8.75%	17,002	16,968	(34)	-0.20%
7	Board Reimbursement	-	225	225	100.00%	567	1,134	567	50.00%
8	Office Supplies	3,497	2,500	(997)	-39.88%	9,606	9,612	6	0.06%
9	Office Cleaning Service	255	317	62	19.56%	1,750	1,902	152	7.99%
10	Postage and Mailing Fees	797	1,029	232	22.55%	4,971	6,174	1,203	19.48%
11	Training and Education	-	-	-	0.00%	-	966	966	100.00%
12	Reimbursement, Travel, Meals, Etc.	640	500	(140)	-28.00%	640	1,126	486	43.16%
13	Dues, Fees, Subscriptions	152	2,333	2,181	93.48%	17,752	13,998	(3,754)	-26.82%
14	Computer Services	1,703	2,000	297	14.85%	11,577	12,000	423	3.53%
15	Legal Services	1,129	2,600	1,471	56.58%	48,899	19,466	(29,433)	-151.20%
16	Engineering and Consulting	-	-	-	0.00%	-	1,150	1,150	100.00%
17	Utilities, Electricity	3,738	6,750	3,012	44.62%	53,584	40,500	(13,084)	-32.31%
18	Utilities, Gas & Fuel	-	717	717	100.00%	2,107	4,302	2,195	51.02%
19	Utilities, Propane	-	-	-	0.00%	-	1,150	1,150	100.00%
20	Utilities, Telephone and Internet	2,556	2,750	194	7.05%	18,134	12,916	(5,218)	-40.40%
21	Utilities, Waste Management Fees	736	233	(503)	-215.88%	1,846	1,398	(448)	-32.05%
22	Insurance, Liability, Auto, Property	24,695	22,500	(2,195)	-9.76%	39,152	35,168	(3,984)	-11.33%
23	Fees, Slate, County Water System	823	6,083	5,260	86.47%	1,177	24,332	23,155	95.16%
24	General Plant & Treatment Services	25,514	35,000	9,486	27.10%	191,191	180,000	(11,191)	-6.22%
25	Vehicles Repairs & Maintenance	589	2,083	1,494	71.72%	9,826	12,498	2,672	21.38%
26	Laboratory Services	2,823	3,583	760	21.21%	14,534	21,498	6,964	32.39%
27	Water Security System	-	-	-	0.00%	250	526	276	52.47%
28	Advertising and Publishing	-	-	-	0.00%	3,147	3,324	177	5.32%
29	Bank Fee Charge	345	350	5	1.43%	2,090	3,557	1,467	41.24%
30	Water Maintenance and Supplies	-	-	-	0.00%	38,940	6,499	(32,441)	-499.17%
31	Accounting & Auditing Fees	-	-	-	0.00%	3,806	4,176	370	8.86%
32	IWD Leak	-	-	-	0.00%	9,898	1,500	(8,398)	-559.88%
<b>Total Operating Expenses</b>		<b>168,830</b>	<b>181,623</b>	<b>12,793</b>	<b>7.04%</b>	<b>983,251</b>	<b>937,614</b>	<b>(45,637)</b>	<b>-4.87%</b>
<b>Water Total Income And (Loss)</b>		<b>(8,820)</b>	<b>3,635</b>	<b>(38,041)</b>	<b>-1046.52%</b>	<b>102,745</b>	<b>174,070</b>	<b>19,949</b>	<b>11.46%</b>

**IDYLLWILD WATER DISTRICT**  
**Sewer Fund Condensed Income Statement**  
**Operating Revenue - Sewer**  
**Fiscal Year 2024 - 2025**

Operating Revenue - Sewer Condensed By Category	December 2024			Year to Date: July - December 2024		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Base - Residential / Commercial	56,125	56,125	- 0.00%	337,115	337,002	113 0.03%
Other Operating Revenue	26,386	26,386	- 0.00%	157,974	157,974	- 0.00%
<b>Total Operating Revenues</b>	<b>82,511</b>	<b>82,511</b>	<b>- 0.00%</b>	<b>495,089</b>	<b>494,976</b>	<b>113 0.02%</b>

Operating Revenue - Sewer By Category	December 2024			Year to Date: July - December 2024		
	Actual	Budget	Variance %	Actual	Budget	Variance %
Base - Residential / Commercial	56,125	56,125	- 0.00%	337,115	337,002	113 0.03%
Sales - Residential / Commercial	26,386	26,386	- 0.00%	157,974	157,974	- 0.00%
Other Operating Revenue	-	-	- 0.00%	-	-	- 0.00%
Other Non - Operating Revenue	-	-	- 0.00%	-	-	- 0.00%
<b>Total Operating Revenues</b>	<b>82,511</b>	<b>82,511</b>	<b>- 0.00%</b>	<b>495,089</b>	<b>494,976</b>	<b>113 0.02%</b>

**IDYLLWILD WATER DISTRICT**  
**Sewer Fund Condensed Income Statement**  
**Operating Expenses - Sewer**  
**Fiscal Year 2024 - 2025**

No.	By Category	December 2024			Year to Date: July - December 2024				
		Actual	Budget	Variance	%	Actual	Budget	Variance	%
1	Wages and Salaries Expenses	14,920	16,850	1,930	11.45%	88,932	100,318	11,386	11.35%
2	Retirement Plan and Life Insurance	1,850	1,406	(444)	-31.58%	10,750	8,436	(2,314)	-27.43%
3	Medical Insurance	7,967	3,750	(4,217)	-112.45%	21,818	23,418	1,600	6.83%
4	Uniform Expenses	230	250	20	8.00%	714	610	(104)	-17.05%
5	Worker's Comp Insurance	-	-	-	0.00%	1,096	650	(446)	-68.62%
6	Retirement Medical Insurance	1,994	1,994	-	0.00%	6,173	6,826	653	9.57%
7	Board Reimbursement	-	-	-	0.00%	-	600	600	100.00%
8	Office Supplies	1,194	1,194	-	0.00%	1,960	2,494	534	21.41%
9	Office Cleaning Service	85	100	15	15.00%	505	600	95	15.83%
10	Postage and Mailing Fees	265	350	85	24.29%	1,728	2,100	372	17.71%
11	Training and Education	-	-	-	0.00%	-	-	-	0.00%
12	Reimbursement, Travel, Meals, Etc.	226	250	24	9.60%	226	250	24	9.60%
13	Dues, Fees, Subscriptions	50	446	396	88.79%	5,745	2,676	(3,069)	-114.69%
14	Computer Services	567	1,350	783	58.00%	3,848	8,100	4,252	52.49%
15	Legal Services	376	1,292	916	70.90%	10,459	7,752	(2,707)	-34.92%
16	Utilities, Electricity	-	6,833	6,833	100.00%	28,582	40,998	12,416	30.28%
17	Utilities, Gas and Fuel	225	300	75	25.00%	1,195	1,800	605	33.61%
18	Utilities, Propane	-	-	-	0.00%	-	-	-	0.00%
19	Utilities, Telephone and Internet	852	1,200	348	29.00%	4,701	7,200	2,499	34.71%
20	Utilities, Waste Management Fees	245	74	(171)	-231.08%	541	444	(97)	-21.85%
21	Vehicles Repairs and Maintenance	196	920	724	78.70%	8,820	2,208	(6,612)	-299.46%
22	Engineering and Consulting	-	-	-	0.00%	-	2,376	2,376	100.00%
23	Maintenance and Supplies	-	-	-	0.00%	18,523	26,817	8,294	30.93%
24	General Plant and Treatment Services	-	15,000	15,000	100.00%	52,609	45,000	(7,609)	-16.91%
25	State and County Sewer System Fees	29,086	25,000	(4,086)	-16.34%	29,086	25,000	(4,086)	-16.34%
26	Minor Equipment and Supplies	-	-	-	0.00%	-	-	-	0.00%
27	Sewer Leases	-	-	-	0.00%	-	-	-	0.00%
28	Advertising and Publishing	-	-	-	0.00%	1,305	865	(440)	-50.87%
29	Laboratory Services	941	1,208	267	22.10%	5,948	6,040	92	1.52%
30	Sewer Security System	-	-	-	0.00%	-	-	-	0.00%
31	Accounting and Auditing Fees	-	-	-	0.00%	1,268	1,500	232	15.47%
32	Liability, Auto and Property Insurance	8,231	8,000	(231)	-2.89%	8,231	8,000	(231)	-2.89%
33	Waste Disposal Fees	-	-	-	0.00%	5,308	6,000	692	11.53%
<b>Total Operating Expenses</b>		<b>69,500</b>	<b>87,767</b>	<b>18,267</b>	<b>20.81%</b>	<b>320,071</b>	<b>339,078</b>	<b>19,007</b>	<b>5.61%</b>
<b>Sewer Total Income And (Loss)</b>		<b>13,011</b>	<b>(5,256)</b>			<b>175,018</b>	<b>155,898</b>	<b>(18,894)</b>	<b>-12.12%</b>



**IDYLLWILD WATER DISTRICT  
DISTRICT WARRANTS AND OTHER DISBURSEMENTS  
FOR THE MONTH ENDED December 31, 2024**

DATE	CHECK NUMBER	PAYEE	DESCRIPTION	AMOUNT
12/02/2024	18674	ALLSTATE BENEFITS	Monthly Charge	239.91
12/02/2024	18675	Core & Main	Water+ Sewer Supplies	4,342.31
12/02/2024	18676	J.C. Coatings, Inc.	VOID: Last Payment for Foster Lake #3 Tank Construction	0.00
12/02/2024	18677	S.C.E.	Monthly Charge	322.59
12/02/2024	18678	Steve Kunkle	Travling Expenses for Director Training	867.30
12/02/2024	18679	US Bank Corporate Payment System	Geneeral & Water Expenses	12,611.51
12/02/2024	18680	Elizabeth Lyons	Medical Retirement for Lyons Family	1,619.37
12/02/2024	18681	Idyllwild Water District	To Be Deposit at Hemet Bank For Payroll	34,000.00
12/04/2024	18682	BEST BEST & KRIEGER	Monthly Legal Services	1,506.00
12/04/2024	18683	California Computer Options , Inc	Monthl IT Support	2,021.93
12/04/2024	18684	Core & Main	Water+ Sewer Supplies	2,865.29
12/04/2024	18685	Forest Lumber	Supplies for Water+Sewer	983.12
12/04/2024	18686	Home Depot Credit Services	Tools and Supplies	3,283.92
12/04/2024	18687	NORTHERN	Saftey Tools	495.64
12/04/2024	18688	Precision Window Tinting	Office Window Tint	530.00
12/04/2024	18689	Staples	Office Supplies	4,596.06
12/04/2024	18690	Underground Service Alert/SC	New Tickets Charges	34.05
12/04/2024	18691	Verizon Wireless	Monthly Charge	281.66
12/04/2024	18692	Genuine Auto Parts/ Napa Riverside	Auto Parts	785.88
12/04/2024	18693	Idyllwild Water District	To Be Deposit at Hemet Bank For Payroll	36,000.00
12/04/2024	18694	A&G Calibration . INC	Calibration for meter at Sewar	1,526.00
12/04/2024	18695	Streamline	Monthly Charge For Idyllwild Website	249.00
12/04/2024	18696	ACWA/JPIA	First Quarter for Worker's Comp 2024/2025	3,878.85
12/11/2024	18697	Anady's Trophies & Engraving, Inc.	VOID: Printing Plates For IWD	0.00
12/11/2024	18698	Babcock Laboratories, Inc	VOID: Monthly Charge	0.00
12/11/2024	18699	BRAX Process and Pump Equipment	VOID: Fixing Sewer Pump	0.00
12/11/2024	18700	Engineering Resources of So. Ca., Inc.	VOID: Engineering Services for the Strawberry Divirsion Pipe	0.00
12/11/2024	18701	Frontier	VOID: Phone and Internet Charge	0.00
12/11/2024	18702	Harold K. Smith	VOID: Horizontal Pipeline Work	0.00
12/11/2024	18703	Herb Bergstrom	Retiree Medical Insurance	3,210.12
12/11/2024	18704	INFOSEND, INC	Printing and Processing Bills Fees Customer	1,063.02
12/11/2024	18705	J.C. Coatings, Inc	Last Payment for Foster Lake #3 Tank Construction	2,500.00
12/11/2024	18706	Kelly Clark	Retiree Medical Insurance	1,731.54
12/11/2024	18707	Vestis	Uniform for IWD Team	1,040.78
12/11/2024	18708	Village Hardware	Supplies For Water and Sewer	343.56
12/11/2024	18709	S.C.E.	Monthly Charge	5,846.21
12/11/2024	18710	SWRCB	Annual Permit Fee for State Water Resources	823.00
12/11/2024	18711	Tyla Wheeler	Water & Sewer General Expenses	284.05
12/11/2024	18712	S.C.E.	Monthly Charge	1,308.37
12/11/2024	18713	S.W.R.C.B.	Annual Permit Fee for State Water Resources	881.00
12/11/2024	18714	S.W.R.C.B.	Annual Permit Fee for State Water Resources	28,205.00
12/11/2024	18715	Idyllwild Water District	To Be Deposit at Hemet Bank For Payroll	35,000.00
12/11/2024	18716	ACWA/JPIA	Health Insurance for November 2024	13,113.53
12/11/2024	18717	Anady's Trophies & Engraving, Inc.	Printing Plates For IWD	50.63
12/11/2024	18718	Babcock Laboratories, Inc	Monthly Charge	3,773.76
12/11/2024	18719	BRAX Process and Pump Equipment	Fixing Sewer Pump	10,718.59
12/11/2024	18720	Engineering Resources of So. Ca., Inc.	Engineering Services for the Strawberry Divirsion Pipeline	4,192.50
12/11/2024	18721	Frontier	Phone and Internet Charge	702.58
12/11/2024	18722	Harold K. Smith	Horizontal Pipeline Work	5,648.38
12/18/2024	18723	ACWA/JPIA	Health Insurance for November 2024	14,879.26
12/18/2024	18724	Bill D. Whitener	Retiree Medical Insurance	1,414.92
12/18/2024	18725	Central Communications	Monthly Answering Services	202.80
12/18/2024	18726	Core & Main	Water+ Sewer Supplies	2,368.77
12/18/2024	18727	CR&R Incorporated	Monthly Services for Trash Fee	981.75
12/18/2024	18728	Four Seasons Cleaning Services	Monthly Fee for Cleaning Services to the office	340.00
12/18/2024	18729	Gallade Chemical, Inc.	Chemical Supplies Customer	2,683.97
12/18/2024	18730	Terra Nova Planning & Research Inc	Strawberry Creek CEQA Sludy	7,670.90
12/18/2024	18731	Time Warner Cable	Phone &Internet Monthly Charges	2,424.97
12/18/2024	18732	ACWA/JPIA	Liblity Insurance Program Payment 2024/2025	32,927.02
TOTAL DISTRICT WARRANTS				\$299,371.37

OTHER DISBURSEMENTS:

TOTAL PAYROLL	\$71,250.00
L.A.I.F. ELECTRONIC TRANSFERS	\$0.00
BANK SERVICE CHARGES AND FEES	\$345.00

TOTAL DISTRICT WARRANTS & OTHER DISBURSEMENTS

**\$370,966.37**



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Bill Rojas, General Manager  
**Date:** January 15, 2025  
**Subject:** Item 1C – Operations Report

---

**Recommendation:**

Board of Directors accepts December 2024 Operation Report.

**Attachments:**

- Monthly Operations Report
- Well Production Data

# Idyllwild Water District Monthly Operations Report

Dec-24

Supplies to System	995,157	CF	22.85	AF	
Increase / Decrease		CF	85%	Billing Period	11% Daily Demand
Number of Wells Available	11		410	GPM Available	
Water Sales	780,019	CF	111,413	CF Non-Water Sales	
Total Water/Non-Water Sales	891,432	CF	10%	Loss	

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

Strawberry Creek Diversion	96,100	CF	2.21	AF	11.40	AFY
Lilly Creek Flow	-	CF	-	AF	8.31	AFY
Foster Lake Level (Max. 18')	6	Feet	-	Inches		

Non-Water Sales	Gallons	CF
WTP Backwash	286,000	39,572
IWD Flushing	540,000	72,193
Main Line Leaks	-	
Distribution Line Leaks	23,000	3,074
Fire Dept. Usage, Per IFPD		
Hydrant Sales		
Wastewater Plant	14,377	1,922
Storage Tanks Variance	(40,000)	(5,348)
<b>Total</b>	<b>823,377</b>	<b>111,413</b>

Stage Criteria				
Month	Avg. GPM	Max	%	Stage
Dec	167.0	410	41%	1
Nov	183.3	410	45%	1
Oct	195.4	388	50%	1
Sep	227.3	388	58%	2
Aug	221.3	388	57%	2
July	230.5	386	60%	2
June	212	386	55%	2
May	177	360	49%	1

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

Foster Lake Area	SL #3	3	SL #7	6	SL #14	13	FL Avg.	11
Creek Area	SL #23	9	SL #24	18				
Nature Center	SL #26	27	SL #27	25	SL #28	113		
Fern Valley	PL FV1A	391	PL FV2	324				

### Storage Tanks

Location	CF/FT	Level	Volume CF
Foster Lake	11,698	20.2	236,300
Rock Dale Tank	2,718	21.9	59,524
Delano Tank	1,337	21.2	28,344
South Ridge Tank	3,509	19.8	69,478
Wild Wood Tank	919	12.0	11,028
Golden Rod Tank	891	21.1	18,800

Total	423,475	CF	Storage Supplies Max. 3.702 MGD	86%
Storage in MGD	3.17			
Production Days	31		Production Minutes	44,640
			Average GPM	166.8



**Idyllwild Water District**  
**Well Production Data**  
**Dec-24**

Well		Cubic Feet	Acre Feet	Full-Time / Part-Time	Status	GPM	Comment
No.	Name						
1	Horizontal		-				
2	Foster Lake	382,642	8.8	PT	On	100.0	
4	Foster Lake	-	-	PT	On	40.0	
10	Foster Lake	-	-	PT	On	16.0	
11	Foster Lake		-				
12	Foster Lake	1,000	0.0	PT	On		Shop Potable Supply
13	Foster Lake	68,130	1.6	PT	On	31.0	
15	Foster Lake	-	-	PT	On	22.0	
16	Foster Lake		-				
23	Stratton	65,710	1.5	PT	On	40.0	
24	Curtis	-	-	PT	On	50.0	
25	Donahoo		-		Off		
26	Nature Center		-		Off		
27	Nature Center		-		Off		
28	Rock Dale	-	-	PT	On	16.0	
FV1A	Fern Valley	244,560	5.6	FT	On	40.0	
FV2	Fern Valley	208,029	4.8	PT	On	35.0	
31	Golden Rod	32,660	0.7	PT	On	20.0	
	Oakwood		-				
<b>Total</b>		<b>1,002,731</b>	<b>23.02</b>			<b>410.0</b>	

Cedar Glen Meter	<u>444,198</u> CF	<u>10.2</u> AF
District Production	<u>550,959</u> CF	<u>12.6</u> AF
<b>Total Supplies to System</b>	<b><u>995,157</u> CF</b>	<b><u>22.8</u> AF</b>

Days of Production	<u>31</u>	Minutes of Production	<u>44,640</u>
Average System GPM	<u>166.76</u>		

**Idyllwild Water District**  
**Well Statics**  
**Dec-24**

No.	Initial	Level In Feet	Pumping Level (PL) / Static Level (SL)	Comments
3	MA	3.0	SL	
MW6	MA	22.0	SL	
7	MA	6.0	SL	
14	MA	13.0	SL	Foster Lake Average = 11.0
23	MA	9.0	SL	
24	MA	18.0	SL	
25	MA	13.0	SL	
26	MA	27.0	SL	
27	MA	25.0	SL	
28	MA	113.0	SL	
OW	MA	40.0	SL	
FV1A	MA	391.0	PL	
FV2	MA	324.0	PL	
31 - GR	MA	159.0	SL	
FL2	MA	9.0	SL	
FL4	MA	7.0	SL	
FL10	MA	17.0	SL	
FL12	MA	40.0	SL	
FL13	MA	13.0	SL	
FL15	MA	10.0	SL	
MW19	MA	40.0	SL	



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Bill Rojas, General Manager  
**Date:** January 15, 2025  
**Subject:** Item 2 – General Manager Report

---

**Recommendation:**

General Manager Bill Rojas will present his report.

**Attachments:**

- General Manager Report

## **GENERAL MANAGERS REPORT**

### **BORD MEETING on January 15th**

Here is a list of items I have been actively working on and have been involved with since the last board meeting on January 15th.

- I held a meeting with Nathan from CRWA and IWD staff to go over comments that we had on the 30% design for the sewer project. The meeting was extensive, but we made good progress and clarification of the design.
- I had a phone conversation with Belinda from CRWA regarding a grant application she was working on for us. She let me know that she had completed the application and submitted it.
- I have been working with Dudek's grant funding team this last month. They had submitted an extensive RFI list for me to complete and return it to them so that they could start their application process. I was able to gather all the information they requested; I sent it back to them before the Christmas break.
- The CEQA for the Strawberry Creek project is scheduled to be completed by the end of January, once it is final Ben and his team from ERSC will be able to finalize the 100% design for the project. My goal is to put the project out for bid in February.
- Keith Smith has continued to work on the road repair behind Foster Lake, he installed a new 48" ninety-degree elbow with a debris screen on the inlet side of the drainage culvert. This will help with drainage and prevent the culvert from plugging up.
- During this high wind power outage situation, we have been in, staff and I have remained very vigilant in keeping IWD Reservoirs at full capacity. We have set up standby generators to operate pump stations and all our site generators have been on and fully operational during the whole time Edison power has ben shut down. I called in into Ferrellgas to get all propane tanks topped off and filled to ensure none of our generators run out of fuel. All our



critical wells and buildings are operating as normal from generator power, ensuring that our system and operation buildings are at 100% function ability. I want to thank staff for maintaining and operating all our emergency equipment to optimum performance for the community and the district during this extraordinary event.

**January 10, 2025**

**Operations Report to GM:**

Since the Ops report dated 11 December '24 listed below are the Completed, Active and Upcoming projects/ops. We had 18 workdays at 8 hours per.

Completed:

2 service line leaks repaired: River Dr., Marian View

1 Cla-Val stations rehabbed: Delano tank (altitude valve). All Cla-Vals in the district have been rebuilt, maintained and upgraded to stainless steel tubing and parts.

3 hydrants repaired / rebuilt: Crestview, Hwy 243 & Riv. Co. Park, Oakwood

42 hydrants & 32 valves exercised and flushed.

Annual / Quarterly / Monthly labs finalized for 2024, keeping IWD in compliance with SWRCB monitoring requirements.

Facilitated the Generac generator replacement at IWD office.

52 meter registers replaced (warrantied) for difficult / manual read meters

2 in meter replacement / upgrade (ICC)

Active:

Assisting HK Smith with Wier / Washout repair at north end of Foster Lake.

Continuing fire hydrant and valve exercising program throughout district. Approx. 45% completed (110/250 Hydrants, 107/225 Valves)

Roof replacement at Rockdale well house

Window replacement at South Ridge fire pump house

Upcoming:

Replacement / upgrade of inline booster pumps at South Ridge facility. (Scheduled for 1/14/25)

Continuing hydrant and valve exercise program.

Annual reports (2024) to SWRCB (EAR, CCR)



# IDYLLWILD WATER DISTRICT

## Memo

To: Board of Directors

From: Bill Rojas, General Manager

Date: January 15, 2025

Subject: Item 3 – Consider resolution No. 801 A Resolution of the Board of Directors of The Idyllwild Water District Authorizing Authorized Signers for PNC, Chase and HCN Accounts

---

**Recommendation:**

The Board of Directors will consider approving Resolution No. 801.

**Attachments:**

- Resolution 801

## RESOLUTION NO. 801

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE IDYLLWILD WATER DISTRICT AUTHORIZING AUTHORIZED SIGNERS FOR PNC, CHASE AND HCN ACCOUNTS

At the Idyllwild Water District's board meeting on January 15<sup>th</sup>, 2025, it was resolved that the authorized signers for PNC will be changed to include only:

1. Name/Title: Charles Schelly/ Board President
2. Name/Title: Bill Rojas/ General Manager
3. Name/Title: Jessica Priefer/ Board Member
4. Name/Title: Hosny Shouman/ Chief Financial Officer

Any one of these authorized signers has the authority to transact business, including but not limited to the maintenance of PNC checking, PNC savings, and other PNC accounts, on behalf of the Idyllwild Water District.

At the Idyllwild Water District's board meeting on January 15<sup>th</sup>, 2025, it was resolved that the authorized signers for Chase will be changed to include only:

1. Name/Title: Charles Schelly/ Board President
2. Name/Title: Bill Rojas/ General Manager
3. Name/Title: Jessica Priefer/ Board Member
4. Name/Title: Hosny Shouman/ Chief Financial Officer

Any one of these authorized signers have the authority to transact business, including but not limited to the maintenance of Chase checking, Chase savings, and other Chase accounts, on behalf of the Idyllwild Water District.

At the Idyllwild Water District's board meeting on January 15<sup>th</sup>, 2025, it was resolved that the authorized signers for HCN will be changed to include only:

1. Name/Title: Charles Schelly/ Board President
2. Name/Title: Bill Rojas/ General Manager
3. Name/Title: Jessica Priefer/ Board Member
4. Name/Title: Hosny Shouman/ Chief Financial Officer

Any one of these authorized signers have the authority to transact business, including but not limited to the maintenance of HCN checking, HCN savings, and other HCN accounts, on behalf of the Idyllwild Water District.

The undersigned certifies that she/he is qualified to sign that the forgoing has been adopted at a Regular Meeting on the 18<sup>th</sup> day of January 15<sup>th</sup>, 2025, in accordance with state law and policies of the Idyllwild Water District.

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Dr. Charles Schelly  
President, Board of Directors

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Tyla Wheeler  
Secretary, Board of Directors





# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors  
**From:** Bill Rojas, General Manager  
**Date:** January 15, 2025  
**Subject:** Item 4 – Consider resolution No. 802

---

**Recommendation:**

The Board of Directors will consider approving Resolution No. 802.

**Attachments:**

- Resolution 802

**IDYLLWILD WATER DISTRICT**

**BOARD OF DIRECTORS**

**RESOLUTION NO. 802**

**A RESOLUTION OF THE IDYLLWILD WATER DISTRICT BOARD OF DIRECTORS ADOPTING TO CHANGE THE DAY AND MEETING TIME OF THE IDYLLWILD WATER DISTRICT BOARD MEETINGS**

WHEREAS, the Board of Directors of the Idyllwild Water District has decided to change the day and meeting time of the Idyllwild Water District board meetings from the third Wednesday of the month at 6:00 p.m.

NOW THEREFORE, the Board of Directors of the Idyllwild Water District hereby resolves to change the day and time to the third Monday of the month at 9:00 a.m. starting March 17, 2025.

Dated and adopted on: January 15, 2025

Idyllwild Water District

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Charles Schelly – President

I, Tyla Wheeler, Board Secretary of the Idyllwild Water District, hereby certify that the foregoing Resolution No. 802 is full, true, and correct copy, and was duly and regularly introduced and adopted by the Board of Directors of said Idyllwild Water District at its meeting held on the 15<sup>th</sup> day of January 2025, by the following vote, to wit:

Ayes:            Nays:            Abstain:            Absent:

ATTEST:

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Tyla Wheeler – Board Secretary  
Idyllwild Water District



# IDYLLWILD WATER DISTRICT

## Memo

**To:** Board of Directors

**From:** Bill Rojas, General Manager

**Date:** August 21, 2024

**Subject:** Item 5- 2025 ELECTION OF OFFICERS OF THE BOARD OF DIRECTORS

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### **Recommendation:**

Staff recommends the Board of Directors elect a President and Vice President for the 2025 calendar year.

### **Background:**

Idyllwild Water District Directors are elected to the position of President and Vice President for 1-year terms beginning in January and ending in December. The Board holds elections for these positions at the December Regular Board Meeting. However, since there was no Regular Board Meeting in December the Election of Officers is being held during the January Regular Board Meeting.

The Board of Directors will select one of its members to serve as the President and one to serve as the Vice President of the Board.