

SPECIAL MEETING OF THE BOARD OF DIRECTORS

IDYLLWILD WATER DISTRICT 25945 Highway 243 Idyllwild, CA 92549

June 5, 2024 – 6:00 P.M.

AGENDA

Topic: Special Board Meeting – Board Workshop

Time: June 5, 2024, 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

https://us06web.zoom.us/j/86795097014?pwd=WIPgErGyTSNAYeTU09al8m1kJjacZJ.1

Meeting ID: 867 9509 7014

Passcode: 943684 One tap mobile

+16694449171,,86795097014#,,,,*943684# US

+12532158782,,86795097014#,,,,*943684# US (Tacoma)

Meeting ID: 867 9509 7014

Passcode: 943684

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.

DISCUSSION ITEMS

1. BOARD WORKSHOP

The Board will discuss various capital improvement projects and budget items for 2024/2025.



DIRECTORS COMMENTS

CLOSED SESSION

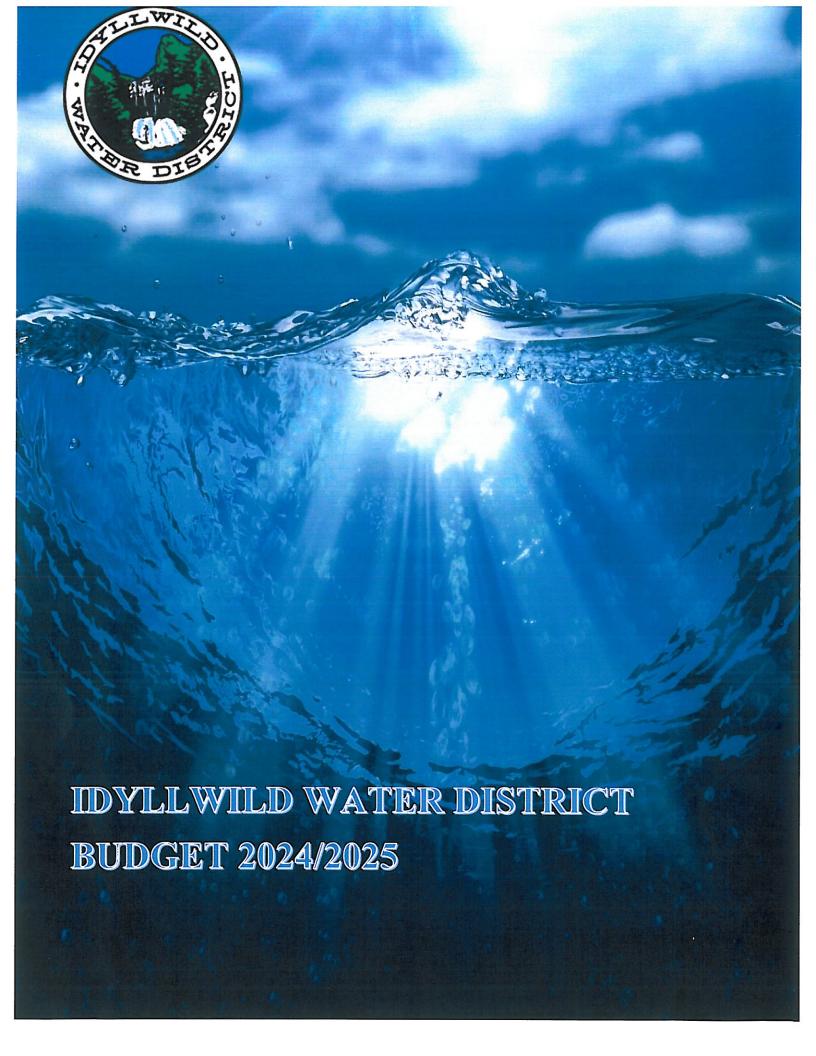
1. CONFERENCE WITH LEGAL COUNSEL

Government Code section 54956.9(d)(2) – Significant Exposure to Litigation One (1) matter.

ADJOURNMENT

The next Board meeting is a Special 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 up 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:

The district operates under the authority of Section 30000, Division 12 of the California Water Code and engages in water and wastewater activities which are classified as "proprietary". These activities are accounted for much like that of a private business and use the full accrual method of accounting for financial transactions. The major activities include the production and treatment of groundwater; the sale and delivery of water to domestic and commercial accounts; and the collection, treatment, and disposal of wastewater.

Idyllwild Water District (IWD) provides water services to 1645 customers and sewer services to 587 customers within a population of 3000 for Idyllwild in the County of Riverside. In performing these services IWD operates and maintains a complex system of water distribution with seven water pressure zones. This includes five water treatment systems and eleven water storage tanks. We have a wastewater treatment facility that is permitted to handle 250,000 gallons a day for our sewer customers. IWD employs 11 people to operate both our water and sewer operations.

The Idyllwild County Water District was approved by the voters in 1956 as a legal entity to provide water services. The 130,000 feet of water lines and 63,000 feet of sewer lines are located within 9 square miles

Covering an area of 1,592 acres. Water and sewer services are provided to a combination of residential, commercial, and industrial customers. Treated well water from our 28 wells is distributed to individual customers living in the community of Idyllwild. For the first 5 years, IWD's main responsibility was to provide water services and later in 1966 constructed its wastewater plant and the sewer collection system. Later the County was dropped from its name to become the Idyllwild Water District.

IWD constructed a 42kW solar system at Foster Lake to operate six wells and a water treatment plant. The district has many other water facilities in the Foster Lake area. The 18,000,000-gallon Foster Lake is used to collect and store 40-acre feet (ACFT) of water annually from Lilly Creek. We pump creek water from our Strawberry Creek Diversion to Foster Lake for additional water storage. The lake percolates the stored water into the surrounding groundwater and in turn, provides groundwater for the District's wells in the area. IWD operates the diversion using its pre-1914 water right from Strawberry Creek. IWD uses a permit from the State Water Division of Water Rights for its 40 acres of Lilly Creek water. Foster Lake is man-made and has an earth dam to contain 18,000,000 gallons of water. The dam was built in 1945 and has not had any problems related to earthquakes, fires, or floods.



IWD Board Members



Dr. Charles Schelly, President



Peter Szabadi, Vice President



Steve Kunkle, Director



Steve Olson, Director



Mitch Davis, Director

IDYLLWILD WATER DISTRICT

Budget For Revenues & Expenses Fiscal Year 2024-2025

	Operating	Services			
Category	Water	Sewer	Total		
Operating Revenue					
Water Base Rate Commercial	\$307,187		\$307,187		
Water Base Rate Residential	\$882,581		\$882,581		
Water Sales Commercial	\$330,000		\$330,000		
Water Sales Residential	\$385,000		\$385,000		
Sewer Base Fees Commercial		\$665,580	\$665,580		
Sewer Base Fees Residential		\$314,413	\$314,413		
Other Fees and Charges	\$11,980	\$360	\$12,340		
Total Operating Revenue	\$1,916,748	\$980,353	\$2,897,101		
Non-Operating Revenue					
Property Taxes Assessments	\$485,000	\$159,000	\$644,000		
Standby Charges Assessments	\$19,000	\$159,000 \$5,250	250		
Interest Income Earned		\$9,250	\$24,250		
Other Non-Operating Revenue	\$12,200	8.	\$21,450		
Other Non-Operating Revenue	\$4,250	\$0	\$4,250		
Total Non-Operating Revenue	\$520,450	\$173,500	\$693,950		
Total Revenues	\$2,437,198	\$1,153,853	\$3,591,051		
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Operating Expense					
Water Operations Expenses (Less Depreciation)	\$2,478,510		\$2,478,510		
Sewer Operations Expenses (Less Depreciation)		\$771,335	\$771,335		
Total Operating Expense	\$2,478,510	\$771,335	\$3,249,845		
Non-Operating Expense					
Loan Interest Expense	\$0	\$0	\$0		
Miscellaneous Expense	\$0	\$0	\$0		
		•			
Total Non-Operating Expense	\$0	\$0	\$0		
Other Commitments_					
OPEB Obligation Expense	\$60,000	\$20,000	\$80,000		
	\$60,000	\$25,000	\$50,500		
Total Other Commitments	\$60,000	\$20,000	\$80,000		
Total Expenses	\$2,538,510	\$791,335	\$3,329,845		
	\$2,500,010	ψ101,303	\$0,029,040		
Net Operating Margin	-\$101,312	\$362 <mark>,51</mark> 8	\$261,206		
Capital Commitments					
Capital Commitments	¢700.000	0005 000			
Capital Improvements And Equipment By IWD	\$706,000	\$205,000	\$911,000		
otal Capital Commitments	\$706,000	\$205,000	\$911,000		
Net Fund Contribution / Deficit*	-\$807,312	\$157,518	-\$649,794		
Reginning Reserve Fund Balance	-4007,312	\$151,510	\$3,000,000		
CONTRACTOR CONTRACTOR CONTRACTOR			2017		
Projected Ending Reserve Fund Balance	19		\$2,350,206		

*Note: Net Deficit will be cover from the Reserve

IDYLLWILD WATER DISTRICT WATER FUND INCOME STATEMENT

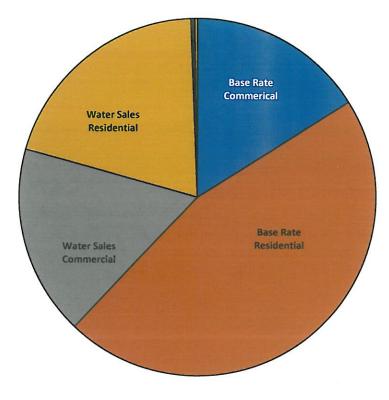
YEAR ENDING JUNE 30, 2025

		San Control	022/2023 ast Year	2023/20 Current	Year	2024/2025 Future Year	FY 23/24 - 24 Percentage
ncome			Actual	Projec	ted	Budgeted	Change
4201	Water Base Rate - Commercial		263,364	29	4,433	307.187	8.00%
	Water Base Rate - Residential		756,672		7.205	882,581	8.00%
	Water Sales - Commercial		340,000		0.000	330,000	3 13%
4204	Water Sales - Residential		445,000		0,000	385,000	4.05%
4205	Water Sales - Construction		1,700		1,700	1,800	5 88%
4206	Water Sales - Other		3,000		3,000	3,000	0.00%
4208	Water Transfer Fees		1,200		1,200	1,300	8.33%
4209	Water Turn On/Off Fees		220		220	240	9.09%
4210	Water Will Serve Letter Fees		450		450	460	2.22%
4212	Water Installation Fees		2,000		2,000	4,000	100.00%
4213	Water Lien Fees		180		180	180	0.00%
4214	Water Other Fees & Charges	100	1,000		1,000	1,000	0.00%
otal Incom	е	\$	1,814,786	\$ 1.80	1,388	\$ 1,916,748	6 40%
400 · WA	TER OPERATING EXPENSES						
5024	Office Cleaning Services		3,600		3,800	3,860	-1 55%
5403	Engineering Services		6,500	4	0,593	42,000	-3.35%
5033	Legal Services		65,000	9	2.000	93,450	-1.55%
	State & County Water System Fees		69,000	7	3,000	75,000	-2 67%
	General Plant Expense		125,000	28	5,000	292,000	-2 40%
5407	Minor Equipment / Parts		380		400	420	-4.76%
	Vehicle Repairs & Maintenance		43,563		9,800	10,200	-3 92%
	Utilities - Electricity		78,000	12	2,000	126,000	-3 17%
5411	Utilities - Gas & Fuel		6,500	1	4,000	14,500	-3 45%
	Utilities - Propane		6,000		5,900	6,990	-1 29%
	Telephone & Internet		11,325		8,250	29,850	-5.36%
	Retirement and Life insurance		59,620		3,000	98,000	-35.71%
	Water Computer Services		21,000		4,000	25,500	-5 88%
	Water Board Reimbursement		2,000		2,800	2,950	-5.08%
	Water Other Operating Expenses		3,850		3,950	4,000	-1.25%
	Accounting & Auditing		14,620		7,900	18,900	-5 29%
	Postage & Postage Fees		11,250		2,350	13,000	-5 00%
	Office Supplies		19,650		1,340	21,850	-2 33%
	Traveling and Mileages		3,620		3,750	4,000	-6 25%
	Equipment Maintenance		3,680		4,220	4,280	-1 40%
	Medical Insurance		152,000		5,000	167,000	-1.20%
	Worker's Compensation Insurance Retiree Health Insurance		7,500 32,600		5,200 4,400	16,900	-4.14%
	Dues, Fees, Subscription					36,000	-4.44%
	Advertising & Publishing		26,900 12,200		3,000 0,800	29,000	-3 45%
	Leasing Equipment		350		385	11,250 400	-4 00% -3.75%
	Utilities Trash Fee		2,600		2,800	2,900	-3.75%
	Bank Fee Charge		7,850		3,500	8,600	-1.16%
	Auto & General Insurance		36,000		3,000	39,500	-3.80%
	Payroll and Wages		695.000		5,000	1,205,000	-34 02%
	Laboratory Services		38,000		3,000	44,200	-2.71%
	Compensated Time		14.000		1,800	15,500	-4 52%
	Uniform Expenses		3,500		3,900	4,100	-4.88%
	Property Tax Expenses		620		850	860	-1.16%
	Water Security System (ADT)		2,950		3,200	3,350	-4 48%
	Training and Seminars		5,600		5,800	7,200	-5 56%
	Water Depreciation		255,000		5,000	270,000	-1 85%
tal Water	Operating Expenses	\$	1,846,828	1007 2075/02/0	5,688		-17 57%
t Ordinar	y Income	\$	(32,042)	\$ (46	1,300)	\$ (831,762)	-44.18%
her Incon	ne / Expense						
Other							
	Water Taxes & Assessments		370,000	46	3,000	485,000	3.51%
	Water Stand By Assessments		18,173		9,000	19,000	0.00%
	Water Interest Earned		8,000		2,000	12,200	1.64%
	Waler Other Non-Operating Revenue		2,000		1,000	4,250	5.88%
tal Other I	, VI VI	\$	398,173			\$ 520,450	3.35%
		9-12-					

IDYLLWILD WATER DISTRICT CAPITAL EXPENDITURES FOR WATER FUND FOR THE BUDGET YEAR ENDING JUNE 30, 2025

CAPITAL EXPENDITURE DESCRIPTION	CAPITAL EXPENDITURE FINANCE BY IWD
SOURCE OF SUPPLY (G/L #1321):	
1 - Strawberry Creek Pipeline Project - Diversion	\$360,000
TOTAL SOURCE OF SUPPLY	\$360,000
STORAGE TANKS (G/L #1324):	
2 - Recoating Foster Lake Tank (Tank #3)	\$180,000
TOTAL STORAGE TANKS	\$180,000
TRANSMISSION AND DISTRIBUTION (G/L #1324):	
TOTAL TRANSMISSION AND DISTRIBUTION	40
WATER TREATMENT PLANT (G/L #1325):	\$0
TOTAL WATER TREATMENT PLANT	\$0
GENERAL PLANT - STRUCTURES, POWER & OTHER EQUIPMENT:	
3- Fixing Upstairs Office 4- Upgrading Chlorine Room 5- New Roofing For the Shop at the Lake	\$40,000 \$36,000 \$90,000
TOTAL GENERAL PLANT - STRUCTURES, POWER & OTHER EQUIPMENT	\$166,000
TOTAL WATER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES	\$706,000

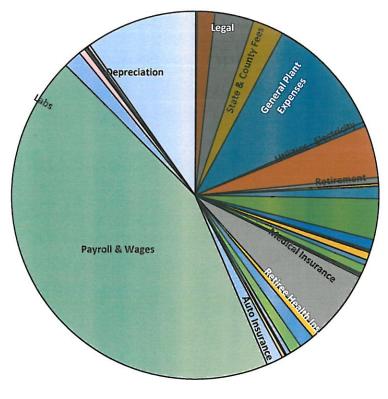
WATER INCOME FY 2024 - 2025 BUDGET



4201 · Water Base Rate · Commercial
4202 · Water Base Rate · Residential
4203 · Water Sales · Commercial
4204 · Water Sales · Residential
4205 · Water Sales · Construction
4206 · Water Sales · Other
4208 · Water Transfer Fees
4209 · Water Turn On/Off Fees
4210 · Water Will Serve Letter Fees
4212 · Water Installation Fees
4213 · Water Lien Fees

WATER OPERATING EXPENSES

FY 2023 - 2024 BUDGET



- ■5024 Office Cleaning Services ■5403 - Engineering Services
- ■5033 · Legal Services
- ■5405 · State & County Water System Fees
- ■5406 · General Plant Expense
- ■5407 · Minor Equipment / Parts
- ■5408 · Vehicle Repairs & Maintenance
- ■5410 · Utilities Electricity
- ■5411 · Utilities Gas & Fuel
- ■5412 · Utilities · Propane
- 5414 Telephone & Internet ■ 5415 - Retirement and Life insurance
- ■5417 · Water Computer Services
- ■5418 · Water Board Reimbursement
- 5419 · Water Other Operating Expenses
- 5420 Accounting & Auditing
- ■5421 · Postage & Postage Fees
- ■5422 Office Supplies
- ■5423 · Traveling and Mileages
- 5425 Equipment Maintenance
- ■5426 · Medical Insurance
- ■5427 · Worker's Compensation Insurance
- ■5428 Retiree Health Insurance
- ■5429 · Dues, Fees, Subscription ■5430 · Advertising & Publishing
- □5431 · Leasing Equipment
- □5432 · Utilities Trash Fee
- □5433 · Bank Fee Charge
- □5435 · Auto & General Insurance
- ■5436 · Payroll and Wages
- **□**5438 · Laboratory Services
- □5440 · Compensated Time
- □5441 · Uniform Expenses
 □5442 · Property Tax Expenses
- □5445 · Water Security System (ADT)
- □5446 · Training and Seminars
- □5600 Water Depreciation

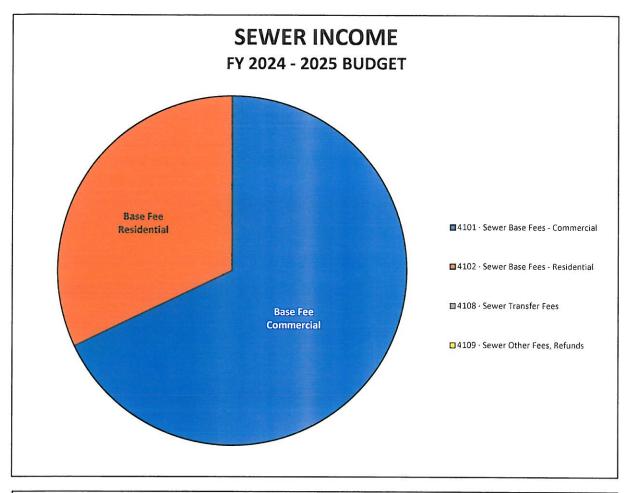
IDYLLWILD WATER DISTRICT SEWER FUND INCOME STATEMENT

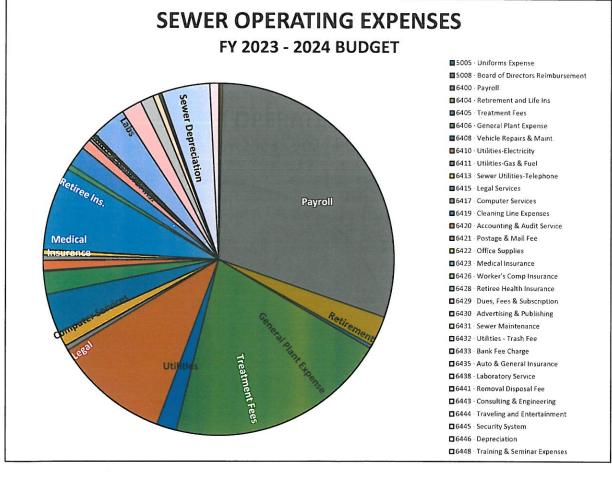
YEAR ENDING JUNE 30, 2025

		FY 22/23	F	Y 23/24	FY	24/25	FY 23/24 - 24/2
	1	ast Year	Cu	rrent Year	Futu	re Year	Percentage
		Actual	P	rojected	Bu	dgeted	Change
ncome						6/25	
4101 · Sewer Base Fees - Commercial		500,654		589,009		665,580	13.00%
4102 Sewer Base Fees - Residential		244,886		278,242		314,413	13.00%
4108 Sewer Transfer Fees		250		250		250	0.00%
4109 · Sewer Other Fees, Refunds		110		110		110	0.00%
otal Income	\$	745,900	\$	867,611	\$	980,353	12.99%
400 · SEWER OPERATING EXPENSES							
5005 · Uniforms Expense		820		860		860	0.00%
5008 Board of Directors Reimbursement		1,670		1,850		1,950	-5.13%
6400 Payroll		178,530		192,812		242,000	-20.33%
6404 Retirement and Life Ins		15,478		17,250		22,550	-23.50%
6405 Treatment Fees		1,280		1,500		2,500	-40.00%
6406 · General Plant Expense		62,500		163,994		165,000	-0.61%
6408 Vehicle Repairs & Maint.		29,616		14,250		14,800	-3.72%
6410 Utilities-Electricity		69,500		82,000		86,000	-4.65%
6411 Utilities-Gas & Fuel		3,950		3,550		3,750	-5.33%
6413 · Sewer Utilities-Telephone		9,831		10,250		11,000	
6415 · Legal Services		14,500					-6.82%
6417 Computer Services				28,800		29,200	-1.37%
8		14,400		16,200		16,800	-3.57%
6419 · Cleaning Line Expenses		920		980		980	0.00%
6420 Accounting & Audit Service		6,126		6,800		7,250	-6.21%
6421 Postage & Mail Fee		3,200		3,900		3,900	0.00%
6422 Office Supplies		2,850		3,900		3,900	0.00%
6423 Medical Insurance		54,000		59,000		62,000	-4.84%
6426 · Worker's Comp Insurance		3,744		3,900		4,000	-2.50%
6428 · Retiree Health Insurance		13,520		14,500		14,900	-2.68%
6429 Dues, Fees & Subscription		4,700		7,250		7,750	-6.45%
6430 · Advertising & Publishing		1,800		1,850		1,870	-1.07%
6431 Sewer Maintenance		2,000		2,200		2,250	-2.22%
6432 · Utilities - Trash Fee		1,050		1,100		1,150	-4.35%
6433 · Bank Fee Charge		520		590		620	-4.84%
6435 · Auto & General Insurance		20,256		24,560		26,000	-5.54%
6438 - Laboratory Service		12,500		14,500		14,925	-2.85%
6441 Removal Disposal Fee		5,850		9,275		9,890	-6.22%
6443 Consulting & Engineering		4,400		4,400		4,400	0.00%
6444 Traveling and Entertainment		800		1,200		1,250	-4.00%
6445 · Security System		600		980		990	-1.01%
6446 · Depreciation		28,000		33,000		36,000	-8.33%
6448 · Training & Seminar Expenses		5,800		6,500		6,900	-5.80%
tal Sewer Operating Expenses	\$	574,711	\$	733,701	\$	807,335	-9.12%
1 Ouding a language	_	171 100					
t Ordinary Income	\$	171,189	\$	133,910	\$	173,018	22.60%
ner Income / Expense							
Other Income							
4801 · Sewer Taxes & Assessments		128,454		155,000		159,000	2.52%
4803 · Sewer Stand By Assessments		4,947		5,150		5,250	1.90%
4804 · Sewer Interest Earned		14,000		9,000		9,250	2.70%
4805 · Sewer Facilities Charges						-	
4819 · Sewer Other Non-Operating Revenue		-		-		-	
tal Other Income / Expense	\$	147,401	\$		\$	173,500	2.51%
et Income	_\$	318,590	\$	303,060	\$	346,518	12.54%

IDYLLWILD WATER DISTRICT CAPITAL EXPENDITURES FOR SEWER FUND FOR BUDGET YEAR ENDING JUNE 30, 2025

CAPITAL EXPENDITURE DESCRIPTION	CAPITAL EXPENDITURE FINANCE BY IWD
WASTEWATER TREATMENT PLANT (G/L #1316):	
1 - 2 EQ Mixers	\$40,000
2 - GIS Mapping of the collection System	\$90,000
TOTAL WASTEWATER TREATMENT PLANT	\$130,000
SUB-SURFACE LINES (G/L #1315):	
_	
TOTAL SUB-SURFACE LINES	\$0
GENERAL PLANT - STRUCTURES, POWER & OTHER EQUIPMENT:	
3- Upstairs Construction	\$30,000
4- Electronic Gate for Wastewater	\$23,000
5- Paving The Wastewater Plant	\$22,000
TOTAL GENERAL PLANT - STRUCTURES, POWER & OTHER EQUIPMENT	\$75,000
TOTAL SEWER FUND CAPITAL IMPROVEMENT AND EQUIPMENT EXPENDITURES	\$205,000





Water Rate Schedule

Rate per cf of water consumed: Uniform Potable Rate (Commercial) Tiered Rate (SFR Customers) Tier 1 400 cf Tier 2 <400 cf	Commodity Charges	4 inch	3 inch	2 inch	Fire Service Charges:	3 inch	Idyllwild Arts Acadamy	3 inch	2 inch	1 1/2 inch	1 inch	3/4 inch	5/8 inch	All Other Customers:	1 inch	3/4 inch	5/8 inch	Single Family Residential	Monthly Fixed Service Charges:	Assict vare oriented	Water Bate Schedule
\$0.0530 \$0.0870		\$32.82	\$17.66	\$9.43	1	\$7,555.79	â	\$1,588.43	\$343.44	\$214.65	\$107.33	\$64.40	\$42.93		\$107.33	\$64.40	\$42.93			FY 2023/24	
\$0.0570 \$0.0940		\$35.45	\$19.07	\$10.18		\$8,160.25		\$1,715.51	\$370.92	\$231.83	\$115.91	\$69.55	\$46.37		\$115.91	\$69.55	\$46.37			FY 2024/25	
\$0.0620 \$0.1020		\$38.28	\$20.60	\$11.00		\$8,813.07	2	\$1,852.75	\$400.59	\$250.37	\$125.19	\$75.11	\$50.07		\$125.19	\$75.11	\$50.07			FY 2025/26	Proposed Rates
\$0.0670 \$0.1100		\$41.35	\$22.24	\$11.88		\$9,518.12		\$2,000.97	\$432.64	\$270.40	\$135.20	\$81.12	\$54.08		\$135.20	\$81.12	\$54.08			FY 2026/27	
\$0.0720 \$0.1190		\$44.65	\$24.02	\$12.83		\$10,279.56		\$2,161.04	\$467.25	\$292.03	\$146.02	\$87.61	\$58.41		\$146.02	\$87.61	\$58.41			FY 2027/28	

Sewer Rate Schedule

Monthly Fixed EDU Charge	Monthly Fixed Service Charges:		Sewel Nate Schedule	Cower Bate Cohedule
\$49.95		5.00%	FY 2023/24	
\$56.44		8.00%	FY 2023/24 FY 2024/25	
\$63.78		8.00%	FY 2025/26	Proposed Rates
\$72.07		8.00%	FY 2026/27	
\$81.44		8.00%	FY 2027/28	

IDYLLWILD WATER DISTRICT

Miscellaneous Fees July 1, 2023

<u>Item</u>	Cost
Sewer Capacity Fee	\$15,345.00 / EDU
Sewer Installation Inspection Fee	\$250.00
Water Turn On / Off Fee	\$50.00
Door Hanger Fee (Non-Payment Shut-Off Notice)	\$10.00
Not Sufficient Funds (NSF) / Return Check Fee	\$30.00
Late Payment Fee	\$20.00
Sewer Audit of EDUs (Commerical) Customer Request	\$100.00
Water Availability Letter	\$50.00
Sewer Availability Letter	\$50.00
Transfer Fee	\$50.00
Service Call (After Hours \$75.00)	\$50.00
Application Fee (Water / Sewer)	\$100.00
Construction Water	
(Renting Meter \$350 and \$500 Deposit for Usage)	\$0.20 / Cubic Foot
Construction Hydrant Meter Relocation Fee	\$25.00

Water Facilities Connection Fee

Meter Size	Connection Fee
0.625 (5/8) - Inch Meter	\$8,782.00
0.75 - Inch Meter	\$9,172.00
1.00 - Inch Meter	\$14,954.00
1.50 - Inch Meter	\$23,980.00
2.00 - Inch Meter	\$42,255.00
3.00 - Inch Meter	\$67,724.00
4.00 - Inch Meter	\$76,540.00
6.00 - Inch Meter	\$146,800.00

Water Service Installation Fee	Actual Costs
0.625 (5/8) Through 1.5 - Inch	\$2,500.00 Deposit
2.0 - Inch and Above	\$3,500.00 Deposit