

**MINUTES OF THE BOARD OF DIRECTORS OF CRESTLINE  
VILLAGE WATER DISTRICT**

**March 19, 2024**

CALL TO ORDER AND FLAG SALUTE: President Cory Hubbell called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:02 pm, on Tuesday, March 19, 2024.

ROLL CALL: Present were President Cory Hubbell, Vice President William Barrera, Directors Steven Farrell, Kenneth Stone, and Leslie Brister.

Staff members present were Office Manager Josselyn Quine, Operations Manager David Sale, and General Manager Thomas Weddle.

The public in attendance is Ute Ach.

MINUTES OF PREVIOUS MEETINGS:

The Board reviewed the minutes of the February 2024 Regular Board Meeting. On a motion by Director Barrera and a second by Director Brister, the minutes for the February 13, 2024, meeting were approved with the following roll call vote:

AYES: Directors Barrera, Farrell, Stone, Hubbell and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CASH DISBURSEMENTS:

There was general discussion about the cash disbursements. On a motion made by Director Farrell and a second by Director Barrera, the cash disbursements for the month of February 2023, were approved with the following roll call vote:

AYES: Directors Barrera, Farrell, Stone, Hubbell and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

PUBLIC COMMENTS: Ute Ach is a customer of the Crestline Village Water District. She had a water leak in January 2024. After a phone call to this customer notifying her of a water leak, she hired a plumber and a restoration company to remedy the leak. No leak was found. She is concerned that her meter is reading incorrectly and that this issue will happen again. She would like to have her meter replaced and the additional funds accrued from the water leak to be reimbursed. She has requested to be added to the next Board Meeting for a resolution to her meter concerns.

REGULAR SESSION:

REORGANIZATION OF THE BOARD:

There was some general discussion regarding the reorganization of the Board of Directors. It was believed there is a policy for an annual reorganization but after reading through the past minutes, the Administrative Code and Personnel Manual, this policy was not located. After discussion, the Board Members have decided to keep the positions as they are currently but would like to visit the reorganization every 2 years, in the January Board meeting after an election year with the following roll call vote:

AYES: Directors Barrera, Farrell, Stone, Hubbell and Brister.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CONSIDER CHANGING BOARD MEETING TIMES:

It has been mentioned in previous meetings to possibly change the meeting dates and times. It was brought to the table this month for open discussion. After general discussion it was decided to keep the meeting dates and times as they are, 3<sup>rd</sup> Tuesday of each month, at 3PM, at the District Office. If a meeting date or time needs to change, it will be discussed at the Board meeting prior. This will be on an as needed basis only. No action was taken at this time.

REVIEW ADMINISTRATIVE CODE UPDATES:

Several years ago, staff started working on providing the necessary updates to our current Administrative Code to be eligible for a District Transparency Certificate through the Special District Leadership Foundation. At the time, the 3 Resolutions below were needed to obtain the certificate. District staff will investigate any further requirements.

ADOPT RESOLUTION NO. 504, RECORDS MANAGEMENT POLICY:

A resolution is required to create a policy for record retention within our Administrative Code. Allows the General Manager to create a Retention Schedule for proper record keeping or disposal of records. No action was taken at this time.

ADOPT RESOLUTION NO. 505, RECORDS REQUEST:

A resolution is required to set a policy for Records Request. This Resolution sets a standard for the request and response to said requests. This Resolution outlines a procedure, how to provide copies, and a cost schedule. No action was taken at this time.

ADOPT RESOLUTION NO. 506, DISTRICT RESERVES POLICY:

This Resolution is establishing a District Reserves Policy. This will include a reserve for purchased water, emergency funds, and future improvements. The Board may approve the creation of any additional accounts as necessary. No action was taken at this time.

## MANAGER'S REPORT:

1. Update on District projects: The dump truck has been finished and will be delivered the week of March 18<sup>th</sup>.

There were several recalls on the District vehicles. All the recalls have been remedied on the vehicles with notices.

The Ford Ranger had zero compression in one of the cylinders. It was taken to Amcal, down the hill, and they determined the motor needed to be rebuilt. After weighing the pros and cons of getting it repaired, it was decided that it was much more cost effective to have the engine rebuilt and hold on to it for a number of years verses replacing it.

The larger diesel trucks are finished with their yearly DOT inspection and repairs.

The Chlorination analyzer at Pioneer had quit working properly. We got about 15 years of continuous operation. A new one was ordered and installed.

We have two seasonal employees this year. We felt this would help in our task to do the Lead Service Line Inventory required by the EPA.

We were able to get an account set up with VVPMWC and our lab so that we can take samples to the lab.

The PFAS sampling we did for the EPA will be a quarterly event for the first year.

2. Monthly Water Production Reports:

The District CLAWA purchases continue to be less than 10% of the total water provided to our customers. Our well production along with our CLAWA purchases for February was over 500,000 cubic feet less than February 2023.

3. Residential Water Usage:

It was reported that after facing criticism, California water regulators have proposed new conservation rules that would ease requirements for urban suppliers and lead to smaller statewide water savings than originally planned.

An initial proposal from the State Water Resources Control Board ran into strong opposition last year, with managers of water agencies arguing that the large, proposed cuts in water use between 2025 and 2035 would be costly and difficult to implement. Those criticisms were echoed in a scathing review by the nonpartisan Legislative Analyst's Office.

In response, the state water board's staff rewrote its blueprint for regulations, proposing less stringent water-saving standards while reducing the number of suppliers that would be required to achieve large cuts of more than 20% and extending the timeline for water reductions an additional five years to 2040.

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Water reductions will be based on usage 2017-2021. Crestline reduction amounts will be 4% by 2030, 9% by 2035, and 12% by 2040.

4. Farmers Market:

Manager Weddle attended the Chamber of Commerce meeting and had a chance to discuss the District renting space at the Farmers Market. He informed the Board that water conservation information is available through Education and Outreach.

5. ACWA:

Manager Weddle informed that Board that ACWA would be supporting AB2257. The purpose of this act is to create an exhaustion of administrative remedies procedure that, if implemented by a local agency, requires ratepayers to bring an objection regarding a proposed property-related water or sewer fee or charge, or any special assessment to the local public agency governing body's attention prior to the deadline established by the local public agency as part of the rate or assessment consideration process. The purpose of the act is also to provide an opportunity for the local public agency to address or resolve the objection or objections before its governing body makes a final decision on whether to establish a new, or amend a current, property-related fee or special assessment pursuant to Proposition 218.

6. Emergency Response Plan:

The District currently has an emergency response plan as part of the 2020 Urban Water management plan that was adopted June 15, 2021.

7. Monthly Financial and Investment Reports:

The Board reviewed the monthly financials and investment reports.

## DIRECTORS REPORTS:

1. Director's reports:

2. Requests for Future Agenda Items. Vice President Barrera asked that each meeting there is discussion regarding different aspects of emergency preparedness. The Board requested that Staff review the Administration Code Policy for a discussion at the April Borad Meeting.

As there was no further business to discuss, the meeting was adjourned at 4:55 pm. The next meeting is scheduled for Tuesday, April 16, 2024. This meeting will be held in person at the District office at 3pm.