

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

MAY 1, 2012

CALL TO ORDER AND FLAG SALUTE: President Farrell called the Special Meeting of the Board of Directors of Crestline Village Water District to order at 1:06 pm, on Tuesday, May 1, 2012, at the regular meeting place of said Board at its office in Crestline, California.

ROLL CALL: Present were President Steven Farrell, Directors William Huckell, Kenneth Stone, Rosemarie Wiegand and Darel Davis.

Staff members present were General Manager Karl B. Drew, Attorney Ronald Van Blarcom, Field Supervisor Chris Heryford and Office Manager Larrie Davis.

Absent was Engineer Wally Franz.

Also present was Mike Harris, Crestline Courier-News.

PUBLIC COMMENTS: None

WORKSHOP SESSION:

DISCUSS DISTRICT MISSION STATEMENT: Manager Drew provided the Board several sample mission statements. Director Huckell was concerned that the District had lost some of its momentum and Director Stone felt a mission statement would be helpful in motivating employees. Director Wiegand was concerned about the possible cost of creating a mission statement. Director Davis felt it was important to have a mission statement both for the employees and customers of the District.

After continued discussion the Board requested District staff to bring back to them several mission statements created by employees of the District.

DISCUSS DISTRICT STAFFING NEEDS: Manager Drew informed the Board of his decision to continuing working for approximately five years and did not believe it was necessary to hire replacement trainee at this time. System/Field Supervisor Donald Wagner retired on April 30, 2012 and Manager Drew does not plan on filling his position but delegating Supervisor Wagner's responsibilities between two lead personnel with Field Supervisor Heryford over seeing all field staff.

The Board reviewed the District's organization chart and job descriptions.

DISCUSS FORMAT OF ANNUAL PERFORMANCE REVIEW FOR GENERAL MANAGER: Manager Drew provided the Board with a copy of the District's current Performance Appraisal used for all staff with the exception of the General Manager.

It became necessary for Director Davis to leave the meeting. This item was continued until later in the meeting and the Board entered Regular Session at 2:30 pm.

REGULAR SESSION:

ADOPT RESOLUTION RECOGNIZING SERVICE OF DONALD WAGNER: On a motion by Director Stone and a second by Director Wiegand the Board adopted Resolution No. 395 in recognition of the services of Donald B. Wagner as an employee of the Crestline Village Water District on the following roll call vote:

AYES:	Directors Farrell, Stone, Huckell, Wiegand and Davis
NOES:	None
ABSENT:	None
ABSTAINED:	None

Director Davis left the meeting at 2:35 pm.

WORKSHOP SESSION (Cont'd):

There was general consensus amongst the Board to leave the General Manager's Performance Appraisal in the current format. The Board preferred to see a synopsis of the year rather than a check the box type of format.

MANAGER'S REPORT: The Urban Water Management Report is still in progress. Another ad-hoc committee meeting may be needed to finalize the last issues.

DIRECTORS' REPORT: At a future board meeting Director Wiegand would like to see the Directors and staff provided with additional in training on the Monthly Financial and Investment Reports and the Monthly Water Production Reports.

As there was no further business to discuss, the meeting was adjourned at 3:10 pm. The next regular meeting is scheduled for Tuesday, May 15, 2012 at 3:00 pm.