

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

**MAY 15, 2012**

CALL TO ORDER AND FLAG SALUTE: President Farrell called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:02 pm, on Tuesday, May 15, 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, Engineer Wally Franz, Field Supervisor Chris Heryford and Office Manager Larrie Davis.

Also present was Shonna Davis.

MINUTES OF PREVIOUS MEETINGS: On a motion by Director Stone and a second by Director Wiegand, the minutes of the Regular Meeting of April 17, 2012 were unanimously approved as written.

On a motion by Director Stone and a second by Director Huckell, the minutes of the Special Meeting of May 1, 2012 were unanimously approved as written.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of April 2012. On a motion by Director Stone and a second by Director Davis the cash disbursements for April 2012 were unanimously approved.

PUBLIC COMMENTS: None

CONSIDER COST OF LIVING ADJUSTMENT FOR DISTRICT EMPLOYEES: The Board reviewed the change in the Consumer Price Index (CPI) for the past year ending in April 2012. The average change in the two CPI indexes for the U.S. City Average was 2.80% and the average change for the Los-Angeles-Riverside-Orange County area was 2.00%. Staff recommended a 2.00% Cost of Living Adjustment (COLA) for all current employees, effective May 26, 2012. This would increase annual wages by approximately \$15,538 per year.

After discussion, on a motion by Director Davis and a second by Director Wiegand, the Board unanimously approved a 2.00% Cost of Living Adjustment for all current employees, including the General Manager effective May 26, 2012.

ADOPT RESOLUTION NO. 396 DETERMINING APPROPRIATION LIMITATION FOR

FISCAL YER 2012-2013: Manager Drew discussed the proposed resolution with the Board. The proposed resolution uses “the percentage change in California per capita personal income from the preceding year” as the “change in the cost of living” factor and the “change of population within the county in which it is located” as the “change in population” factor. The proposed Appropriation Limitation for fiscal year 2012-13 is \$1,157,145.

On a motion by Director Stone and a second by Director Davis, the Board adopted Resolution No. 396, determining the Appropriation Limitation for fiscal year 2012-13 to be \$1,157,145 on the following roll call vote:

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

CONSIDER CREDIT CARD ACTIVATION, CALIFORNIA BANK AND TRUST: The District has, in the past, used American Express for online and other miscellaneous credit card purchases. Manager Drew explained the District’s recent dissatisfaction with American Express and the recent cancelling of the card. Manager Drew presented two types of Visa credit cards offered through California Bank and Trust. Both cards have an annual fee which is waived if \$2,500 in purchases is made throughout the year. Neither type of Visa is charged interest if paid in full each month. The Cash Back for Business Visa provides cash back rewards in the form of deposits to our checking account at California Bank and Trust.

On a motion by Director Stone and a second by Director Davis, the Board unanimously approved Karl Drew as the designate to apply for a Cash Back Business Visa card with California Bank and Trust, with credit cards issued to Karl B. Drew and Larrie Ann Davis.

ADOPT RESOLUTION NO. 397, RECOGNIZING SERVICE OF FRED HANS

HANSON: The wording of the resolution was discussed and President Farrell felt there should be more emphasis placed on Mr. Hanson’s engineering expertise and knowledge.

On a motion by Director Davis and a second by Director Stone the Board adopted a modified version of Resolution No. 397 in recognition of the services of Fred Hans Hanson as District Engineer on the following roll call vote:

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

Director Davis felt a lunch honoring Mr. Hanson's service to the District and presentation of the resolution would be appropriate. Manager Drew will coordinate a lunch for June 12, 2012 at 12:00 pm.

CONSIDER BOARD MEMBER ATTENDANCE OF OTHER MEETINGS: Manager Drew reviewed a memo prepared for the Board outlining the District's current Administrative Code which applies to Board members, their compensation and their attendance of meetings and events.

There was discussion regarding the types of meetings and workshops Directors would like to attend, but have not been able to because of late notice and the Board not meeting for approval prior to the event date.

No action was taken on this item.

UPDATE ON 2011 URBAN WATER MANAGEMENT PLAN (UWMP): Manager Drew shared a letter he received from Albert A. Webb Associates. Webb has agreed to cap the project at \$75,000 and reimburse the District for the amount paid over the cap. Webb will cease any further project billing provided the District does not request Webb to perform extraneous tasks to complete the project.

Webb has requested the District to provide them with specific written comments on the specific items that the District would like re-addressed in order to finalize the plan. The UWMP Committee will need to meet one final time to complete the written changes.

Engineer Franz will provide the District with a final timeline once the final written comments/changes are provided to Webb.

REPORT ON ATTENDANCE OF ACWA/JPIA SPRING CONFERENCE: Manager Drew reviewed with the Board his written report of the meetings he attended at the ACWA/JPIA conference during the week of May 7, 2012 in Monterey, CA. There was general discussion about Manager Drew's report.

Director Farrell verbally discussed some of the meetings he attended and stated he will provide further information the June 2012 Board Meeting.

CONSIDER RESCHEDULING JUNE 19, 2012 BOARD MEETING: Attorney Van Blarcom has a conflict with the scheduled June 19, 2012 board meeting.

On a motion by Director Stone and a second by Director Wiegand, the Board unanimously approved rescheduling the June 19, 2012 Board meeting to June 12, 2012 at 3:00 pm.

MANAGER'S REPORT: Manager Drew announced that Kimberly Cox was elected for the Regular Special District member position of the Local Agency Formation Commission.

Manager Drew is in the process of following up with the new Captain at the Twin Peaks Sheriffs Station requesting additional emergency passes be issued the District.

DIRECTORS' REPORT: None.

REQUEST FOR FUTURE AGENDA ITEMS: None.

As there was no further business to discuss, the meeting was adjourned at 5:10 pm. The next regular meeting is scheduled for Tuesday, June 12, 2012 at 3:00 pm.