

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

JULY 9, 2013

CALL TO ORDER AND FLAG SALUTE: President Farrell called the Adjourned Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:03 pm, on Tuesday, July 9, 2013, 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, Alan Clanin 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.

MINUTES OF PREVIOUS MEETING: On a motion by Director Davis and a second by Director Stone, the minutes of the Regular Meeting of June 18, 2013 were unanimously approved as written.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of June 2013. On a motion by Director Davis and a second by Director Clanin the cash disbursements for June 2013 were unanimously approved.

PUBLIC COMMENTS: None.

REPORT ON ZURICH TANK SITE: Manager Drew reported the District is waiting on the final dive report for the Zurich Tank. A draft copy was received on 7/5/13. The District hopes to have the final report for the August Board meeting.

CONSIDER 2013 ELECTION BALLOT; SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS: No action was taken.

CONSIDER LEASE AGREEMENT WITH AMERICAN TOWERS FOR CELL TOWER SITE AT BROOKSIDE TANK SITE: Attorney Van Blarcom has continued negotiations with American Tower's attorney. The criteria being used is based on the lease previously approved by the Board with T-Mobile. The proposed lease agreement was reviewed with the Board.

On a motion by Director Stone and second by Director Davis, the Board unanimously voted to give the General Manager authority to execute the lease with the following changes:

1. A five (5) year lease with five (5) renewals for a total of 30 years.

2. Increase from \$100.00 to \$200.00 the amount collected for each additional collocator; make sure the 3% annual increase is included on the additional collocator fees.
3. Verify the tower does not in any way interfere with the District's "Data Collector Units".
4. Prior Notification of entry to the property during the during the option periods.

PROPOSED REVISIONS TO PERSONNEL MANUAL; REQUEST BOARD TO APPOINT COMMITTEE TO REVIEW PROPOSED CHANGES: Labor Attorney Brad Neufeld and Manager Drew have been in the process of updating the District's Personnel Manual. The last change to the manual was in 2006. Manager Drew discussed with the Board appointing a Personnel Ad-Hoc Committee to review and make recommendations to the updated manual. After discussion, the Board determined there was no need for an Ad-Hoc Committee and that when the draft is ready, the Board will review the changes at that time.

Manager Drew hopes to have a draft personnel manual available for review at the August Board Meeting and a final personnel manual available for approval at the September Board Meeting.

MANAGER' REPORT: The District Auditor's have completed the field work for the 2012/13 annual audit. Scott Manno of Rogers, Anderson, Malody and Scott hopes to present the audit report to the Board at the August Board Meeting.

Manager Drew reported he received a bid for a piece of property (Lot 182, Jewell Drive) which the District had declared surplus in 2007. In 2007 the lot was valued at \$8,000 and the bid received was for \$1,250. Manager Drew declined the bid.

DIRECTORS' REPORTS: Director Farrell would like to see Manager Drew push Geologist Bracher to review additional areas for possible well exploration.

Director Stone requested a status on the Mutual Aid Agreement with Crestline Sanitation. Manager Drew will pursue.

Director Farrell reported that the California Supreme Court will soon make a decision on if Geographic Information System (GIS) databases are public records that must be produced upon request and if requested in a GIS format.

As there was no further business to discuss, the meeting was adjourned at 4:07 pm.

The next meeting is scheduled for Tuesday, August 20, 2013 at 3:00 pm.