

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

**MARCH 18, 2014**

CALL TO ORDER AND FLAG SALUTE: President Davis called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:00 pm, on Tuesday, March 18, 2014, at the regular meeting place of said Board at its office in Crestline, California.

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

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

Also present was Jennifer Spindler.

MINUTES OF PREVIOUS MEETING: On a motion by Director Farrell and a second by Director Clanin, the minutes of the Regular Meeting of February 18, 2014 were unanimously approved as corrected.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of February 2014. On a motion by Director Stone and a second by Director Huckell the cash disbursements for February 2014 were unanimously approved.

PUBLIC COMMENTS: Jennifer Spindler introduced herself.

UPDATE ON STATE DROUGHT EMERGENCY: Manager Drew reported that the District is always in at least Phase I of its water conservation program. Water Conservation Ordinance 30 has been in place since 1991. Should Crestline-Lake Arrowhead Water Agency (CLAWA) implement further water restrictions, the District may need to move to an additional water restriction phase. CLAWA is in the process of updating their water conservation ordinance, but at this point has not adopted anything further.

CONSIDER UPDATED FEE SCHEDULE, ALBERT A. WEBB ASSOCIATES: Engineer Franz explained the current fee schedule in use for the District is seven years old. The proposed discounted fee schedule (Billing Schedule 36) reflects an average increase across all billing classifications of approximately 10%. Director Farrell commented that the work being provided by Webb Associates has improved dramatically over the last year. On a motion by Director Farrell and second by Director Clanin, the Board unanimously approved Albert A. Webb Associates Fee Schedule 36 as presented.

ZURICH II TANK PROJECT; AWARD BID: Manager Drew reviewed with the Board, the summary of bids opened on March 3, 2014 for the Zurich II Tank Project. Bids submitted were Spiess Construction \$557,500, Paso Robles Tank \$558,000 and

Crosno Construction \$695,300. Albert A Webb Associates recommended awarding the bid to Spiess Construction. On a motion by Director Stone and a second by Director Huckell, the Board unanimously accepted Albert A. Webb Associates recommendation and awarded the Zurich II Tank project to Spiess Construction for \$557,500.

ZURICH II TANK PROJECT; CONSIDER ENGINEERING SERVICES, ALBERT A. WEBB ASSOCIATES: Engineer Franz reviewed with the Board the Proposal for Engineering and Inspection Services for the Zurich II Tank Project totaling \$77,740 plus a contingency of approximately 10%. On a motion by Director Stone and a second by Director Clanin the Board unanimously approved the proposal for engineering services with Webb Associates for a total of \$77,7400 plus a 10% contingency with separate agreements to be executed between the District and Soils Exploration Company and CSI Services directly for a total of \$97,520 with a \$12,820 contingency.

UPDATE ON VALLE WELL SITE: Engineer Franz reported that he had been able to reach the California Department of Fish and Wildlife regarding the proposed well site. Their suggestion was to provide a Plant Survey along with the Notice of Exemption. A Plant Survey can be done in late spring/early summer when area plants would be blooming. A biologist would need to be engaged to do the study and the approximate cost would be \$3,000. The Plant Survey would be conducted in July. On a motion by Director Farrell and a second by Director Stone, the Board unanimously approved filing a notice of exemption together with the Plant Survey.

CONSIDER OFFER ON LOTS 937 AND 938 ON TOLL HOUSE ROAD: Manager Drew reported that he received an offer to purchase Lots 937 and 938 on Toll House Road from John Mueller. These two lots were declared surplus in 2007, but have never sold. Mr. Mueller has offered \$4,000 for Lot 937 and \$1,000 for Lot 938 provided the offer on Lot 937 is approved. On a motion by Director Farrell and a second by Director Clanin, the Board unanimously approved Manager Drew to negotiate the sale of Lots 937 and 938 to Mr. John Mueller at an amount of not less than \$4,000.00 net to the District.

REVIEW PRELIMINARY CASH BUDGET FOR FISCAL YEAR 2014/15: The Board reviewed the first draft of the proposed Cash Budget for Fiscal Year 2014-15 which begins May 1, 2014.

The budget includes an increase in purchased water due to less than normal rain fall. Crestline-Lake Arrowhead Water Agency has discussed possible water restrictions at their March 2014 meeting. Further restrictions may impact the amount of water purchased from CLAWA. The budget includes the replacement 2,500 feet of mains, completion of the new Zurich II, 200,000 gallon tank and well exploration and development of three wells. There was general discussion regarding revenues and several of the capital improvement items.

The budget will be brought back to the next meeting for further review and approval.

CONSIDER NOMINATION FOR CALIFORNIA SPECIAL DISTRICTS (CSDA) BOARD OF DIRECTORS, SEAT C: No Action was taken.

CONSIDER BOARD MEMBER ATTENDANCE OF INFORMATIONAL MEETING REGARDING DROUGHT RESPONSE/PLANNING: No action was taken.

REQUEST FOR FUTURE AGENDA ITEMS: Possible date change of the May Board Meeting will be placed on the April agenda.

Director Farrell mentioned the Urban Water Management Plan will need to be updated in 2015 and planning should begin soon. Manager Drew stated this item will be placed on the agenda in the next few months.

EXECUTIVE SESSION: The Board entered into executive session at 4:07 p.m. to discuss the following item:

CONFERENCE WITH LABOR NEGOTIATORS: Pursuant to Government Code Section 54957.6

Agency Designated Representative: Ronald Van Blarcom  
Unrepresented Employee: General Manager

The Board returned to regular session at 5:16 p.m. Attorney Van Blarcom reported that no reportable action was taken during closed session.

CONSIDER PERFORMANCE EVALUATION AND SALARY INCREASE FOR GENERAL MANAGER: On a motion by Director Stone and a second by Director Clanin, the Board approved staff recommendation to not provide a salary increase on the following vote:

AYES: Directors Huckell, Stone, Clanin and Davis

NOES: Director Farrell

ABSENT: None

ABSTAINED: None

As there was no further business to discuss, the meeting was adjourned at 5:28 pm.

The next meeting is scheduled for Tuesday, April 15, 2014.