

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

**MARCH 17, 2015**

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 3:04 pm, on Tuesday, March 17, 2015, at the regular meeting place of said Board at its office in Crestline, California.

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

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.

MINUTES OF PREVIOUS MEETING: On a motion by Director Bracher and a second by Director Stone, the minutes of the Regular Meeting of February 24, 2015 were unanimously approved as corrected.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of February 2015. On a motion by Director Stone and a second by Director Davis the cash disbursements for the month of February 2015 was unanimously approved.

PUBLIC COMMENTS: None.

REPORT ON DEMOLITION OF ZURICH I TANK: Manager Drew reported that Supervisor Heryford was able to negotiate a price for the demolition and removal of the Zurich I Tank and foundation \$10,000 below the original bid of \$28,000. Manager Drew provided the Board with a slide presentation of the demolition of Zurich I Tank.

REPORT ON THE PROGRESS OF ZURICH III TANK: The contract has been signed with Paso Robles Tank, Inc. in the amount of \$344,500. The pre-construction meeting will be held on March 26, 2015 and then District staff will begin the over excavation and re-compaction of the tank site.

PRELIMINARY CASH BUDGET FOR FISCAL YEAR 2015/16: The Board reviewed the first draft of the proposed Cash Budget for Fiscal Year 2015-16 which begins May 1, 2015.

The budget includes an increase in purchased water due to less than normal rain fall. The budget includes the replacement 2,500 feet of mains, completion of the new Zurich III, 200,000 gallon tank, well exploration and development of two wells and improvements to the Office and Maintenance Facility.

There was general discussion regarding revenues, water purchases and the possibility of future expenses for the replacement of obsolete Meter Transmitter Units (MTUs).

The Board would like to see improvements to the Board room and a category for Inventory added to the budget.

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

CONSIDER RESOLUTION 418 RESCINDING RESOLUTION 373, MAIL BALLOT ELECTIONS: Manager Drew reviewed with the Board Resolution No. 373, which was adopted on February 17, 2009 changing the odd-year election cycle to an all-mail ballot election beginning on August 25, 2009. Resolution No. 418 rescinds the August odd-year election and changes the election to the November odd-year election. The Election Office believes that combining all August and November odd-year election jurisdictions into one consolidated November odd-year election will result in lower election costs.

On a motion by Director Stone and a second by Director Clanin Resolution No. 418 was adopted changing the August odd-year election to the November odd-year election on the following roll call vote:

AYES: Directors Davis, Clanin, Farrell, Stone and Bracher.  
NOES: None  
ABSENTS: None  
ABSTAINS: None

CONSIDER CONTRACT WITH SMART UTILITY SYSTEMS (SUS): Manager Drew reviewed with the Board a memo and product overview of Smart Utility Systems (SUS). SUS offers customers access to their water accounts anytime, anywhere and on any device (phone, tablet and computer). Customers can track their water usage and pay their monthly bills on the District's website through this third party vendor. On a motion by Director Bracher and a second by Director Farrell, the Board unanimously approved the purchase of the Smart Utility Systems platform at a cost of \$7,000.

CONSIDER RESOLUTION 419; PACE PAYMENT SYSTEMS MERCHANT AGREEMENT: PACE Merchant Systems is a third party vendor offering merchant services for the acceptance of drafts and credit and debit card payments. Director Bracher made a motion which was seconded by Director Farrell to adopt Resolution No. 419 authorizing the General Manager Drew to enter into contract with PACE Payment Systems.

After considerable discussion the Board adopted Resolution No. 419 with contract revisions, on the following roll call vote:

AYES: Directors Davis, Clanin, Farrell, Stone and Bracher.  
NOES: None  
ABSENTS: None  
ABSTAINS: None

REPORT ON RIM OF THE WORLD SCHOOL DISTRICT – VALLEY OF ENCHANTMENT ELEMENTARY SCHOOL SERVICE LINE LEAK: Supervisor Heryford met with school district personnel and walked the schools entire service line. Supervisor Heryford showed school district personnel where the meter can be moved. The location is at the rear of the property approximately 200 feet before the creek crossing. The school district will now consider their options, obtain costs and present their findings to their Board. Once a decision is made, the school district will contact us.

CONSIDER NOMINATION FOR CALIFORNIA SPECIAL DISTRICTS (CSDA) BOARD OF DIRECTORS, SEAT A: Director Farrell stated the District is well represented by the incumbent Jo MacKenzie. No action was taken.

EXECUTIVE SESSION – CONFERENCE WITH LABOR NEGOTIATORS: The Board did not enter into Execution Session.

DISCUSS SALARY AND BENEFIT SURVEY: Manager Drew has been handling personnel matters which have postponed the salary and benefit survey. No action was taken.

MANAGER'S REPORT: Special District Risk Management Association (SDRMA), the District's workers' compensation insurance provider, gave the District a longevity discount of \$1,169 based on our 31 years as a client.

Crestline-Lake Arrowhead Water Agency (CLAWA) allocation from the State Water Project has increased from 15% to 20%. This frees up 200,000 acre feet of water which can be carried over to next year.

The State Water Resource Control Board is looking at placing additional restrictions on water use, including restricting the number of days per week outdoor watering can be done. Manager Drew reported over the last 12 months 41% of the water used has been produced by the District.

As there was no further business to discuss, the meeting was adjourned at 5:34 pm.

The next meeting is scheduled for Tuesday, April 21, 2015 at 3:00 pm.