

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

APRIL 23, 2019

CALL TO ORDER AND FLAG SALUTE: President Bracher called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:00 pm, on Tuesday, April 23, 2019, at the regular meeting place of said Board at its office in Crestline, California.

ROLL CALL: Present were President Connie Bracher, Directors Steven Farrell, Kenneth Stone and Robert Kinzel.

Staff members present were General Manager Alan E. Clanin, Attorney Ronald Van Blarcom, Field Supervisor Steve Wood and Office Manager Larrie Davis.

Also present were Leslie Brister and Carol Kinzel.

MINUTES OF PREVIOUS MEETING: On a motion by Director Farrell and a second by Director Stone, the Board unanimously approved the minutes of the Regular Meeting of March 19, 2019 as corrected.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of March 2019. On a motion by Director Farrell and a second by Director Kinzel the cash disbursements for the month of March 2019 were unanimously approved by the Board.

PUBLIC COMMENTS: None.

CONSIDER APPLICANTS AND APPOINT BOARD MEMBER TO FILL VACANCY ON THE BOARD OF DIRECTORS: President Bracher welcomed Leslie Brister. Ms. Brister submitted the only letter of interest of appointment to replace Director Darel V. Davis on the Board of Directors. The Board asked Ms. Brister several questions regarding qualifications and community involvement.

On a motion by Director Kinzel and a second by Director Farrell, the Board unanimously approved the appointment of Leslie Brister to fill the vacancy on the Board of Directors.

Leslie Brister was sworn in by General Manager Clanin and was seated as a Director of the Board.

CONSIDER ENDORSEMENT OF THE CONCEPT OF THE INTERMOUNTAIN TRAIL ALLIANCE: Carol Kinzel, an educator and 10-year resident of Crestline presented to the Board detailed maps and the concept of the Intermountain Trail Alliance which is seeking the endorsement of the Board. The purpose of the Alliance is to connect in an organized manner existing hiking and nature trails in our local mountains. Once the concept is fully endorsed, the Alliance would seek funding for the project.

President Bracher questioned if this endorsement was outside the scope of the District's mission.

The consensus of the Board was that while this was a good concept, Crestline would be included in the implementation years down the road and there are several questions that would need to be answered prior to any commitment by the District.

No action was taken.

REVIEW AND ADOPT CASH BUDGET FOR FISCAL YEAR 2019/20: Manager Clanin apologized to the Board for the late delivery of the draft budget due to accounting delays. There was general discussion on budget items, in particular, the replacement of a service truck, asphalt roller and completion of the office remodel/update project.

On a motion by Director Stone and a second by Director Farrell, the Board unanimously approved the cash budget as presented for the fiscal year 2019/20.

ADOPT RESOLUTION NO. 451, ESTABLISHING WATER AVAILABILITY ASSESSMENT FOR FISCAL YEAR 2019/20: Manager Clanin discussed the proposed resolution with the Board. There is no change in the amounts of the proposed assessments from prior years.

On a motion by Director Stone and a second by Director Farrell, the Board adopted Resolution No. 451, establishing the water availability assessment for fiscal year 2019/20 at Thirty Dollars (\$30.00) per acre for the first acre or portion thereof plus Fifteen Dollars (\$15.00) per acre over one acre for all unimproved property, or Fifteen Dollars (\$15.00) per acre for the first acre or portion thereof plus Fifteen Dollars (\$15.00) per acre over one acre for all improved property within the District, on the following roll call vote:

AYES:	Directors Bracher, Brister, Farrell, Kinzel and Stone.
NOES:	None
ABSENT:	None
ABSTAINED:	None

REVIEW UNCOLLECTABLE ACCOUNTS FROM 2013: Office Manager Davis discussed with the Board the accounts that have balances older than five years. Staff requested the Board write off the balances for 34 closed accounts totaling \$387.45 and the balance for 1 abandoned account totaling \$1,353.50. The total amount of \$1,740.95 represents less than approximately 0.0007% of the water sales in 2013. The amount written off last year was \$4,032.76 which was 0.0016% of the water sales in 2012.

On a motion by Director Farrell and a second by Director Kinzel, the Board unanimously approved writing off the unpaid balances of \$1,740.95 from 2013.

DISCUSS INCORPORATE LAKE GREGORY PROPOSAL AND CONSIDER FUTURE DISTRICT INVOLVEMENT: General Manager Clanin explained to the Board that he is frequently asked about the District position and viewpoint on the Incorporate Lake Gregory proposal by the members of the public, and that it would be helpful if the Board would express an opinion that can be shared publicly.

After general discussion, the Board agreed that there may not be a benefit to becoming a Subsidiary District of the proposed incorporated city and agreed not to take an official position until more information on how this will affect the District is available.

CONSIDER CHANGE TO May 21, 2019 BOARD MEETING TO MAY 14, 2019: On a motion by Director Farrell and a second by Director Kinzel, the Board unanimously approved rescheduling the May 21, 2019 Board Meeting to May 14, 2019.

MANAGER'S REPORT/PROJECT UPDATE: Manager Clanin informed the Board the District went live with the financial portion of the Tyler Incode Software including General Ledger, Payroll, Time and Attendance, Work Orders and Inventory in February, and now has gone live with Utility Billing. The District printed Bills from both divisions on the new software.

Manager Clanin reported that the Electra Well is currently shut down due to contaminants. District Staff will resume flushing the well as weather permits and continue researching potential treatment sources.

Manager Clanin explained Valley View Park Mutual Water Company (VVPMWC) is currently conducting a survey among shareholders to assess opinions regarding the District taking possession of VVPMWC.

Manager Clanin reported Field Supervisor Steve Wood has District Staff cleaning and repairing District well sites and is having Cla-Val Company rebuild some of the District pressure reducing valves.

DIRECTOR'S REPORTS: Director Brister left the meeting at 4:30.

Director Kinzel asked if Manager Clanin had sent him an internet link to Target Solutions. Manager Clanin stated that he had sent a link to all of the Directors so that they may renew the required ethics and sexual harassment training online.

Director Kinzel reported that he was contacted by the Special Olympics and was interested in the District setting up an information table at an upcoming Health Fair.

Director Farrell informed the Board that he intends on attending the ACWA/JPIA Spring Conference in Monterey from May 7th through May 10th, 2019.

As there was no further business to discuss, the meeting was adjourned at 5:22 pm.

NEXT SCHEDULED BOARD MEETING: The next scheduled meeting has been rescheduled to Tuesday, May 14, 2019 at 3:00 pm.