

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

APRIL 19, 2022

The Board conducted the meeting virtually by videoconference (via Zoom) and teleconference (via Zoom phone) in compliance with the Governor's Executive Order N-29-20 in response to the COVID-19 pandemic.

CALL TO ORDER AND FLAG SALUTE: President Steven Farrell called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:02 pm, on Tuesday, April 19, 2022.

ROLL CALL: Present were President Steven Farrell, Vice President Cory Hubbell, Directors William Barrera, Leslie Brister and Kenneth Stone.

Staff members present were Attorney Ronald Van Blarcom, General Manager Thomas Weddle, Office Manager Jeanene Weiss and Field Supervisor Steve Wood.

Public in attendance was Crestline Sanitation District Board Director Sherri Fairbanks.

TELECONFERENCE MEETING ATTENDANCE: The series of Executive Orders issued by Governor Newsom waiving certain Brown Act requirements resulting in the District's ability to meet via Zoom expired as of September 30, 2021. With the continuation of the COVID-19 Pandemic, the Brown Act has been modified to allow for the future use of Teleconferencing if the following findings have been voted on every 30 days. These findings include: The Board of Directors has reconsidered the circumstances of the state of emergency; AND the state of emergency continues to directly impact the ability to meet safely; OR State or local officials continue to impose or recommend social distancing. In order to continue with meeting via Zoom, a motion to adopt these required findings will need to take place. Majority vote by the Board is required.

On a motion by Director Hubbell and a second by Director Stone, the Board adopted the required findings and approved continuing to permit attendance at District Board meetings via teleconferencing with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

MINUTES OF PREVIOUS MEETING: The Board reviewed the minutes of the March 15, 2022 Regular Board Meeting. On a motion by Director Stone and a second by Director Brister, the minutes for the March 15, 2022 meeting were approved as submitted with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CASH DISBURSEMENTS: The Board reviewed and discussed the cash disbursements for the month of March 2022. On a motion by Director Stone and a second by Director Hubbell, the cash disbursements for the month of March 2022 were approved with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

PUBLIC COMMENTS: Sherri Fairbanks, Board Director from Crestline Sanitation District wanted to comment on two items. The first, was regarding the California Special District Association's recommendation to have their District pass a resolution opposing a measure to restrict the amount of money they can derive from the public. Crestline Sanitation's Board postponed the resolution to the next month's board meeting. The second item discussed was from a presentation at their last Board Meeting regarding the Lake Silverwood housing development project and some of the issues mentioned included the project's impact on wastewater and the environment.

REVIEW AND ADOPT CASH BUDGET FOR FISCAL YEAR 2022-23: The Board reviewed and discussed the proposed Cash Budget for the 2022-23 Fiscal Year. Manager Weddle expressed concern regarding why Net Income from Operating Revenues was expected to be at a loss of \$50,000. Manager Weiss clarified that a balanced Budget was being proposed to the Board however the expense from the Aclara ONE server upgrade could not be capitalized as an asset since the upgrade was for the cloud hosted option and not the on premise server. President Farrell led the discussion on why the proposed Budget was in alignment with the water rate increase that was passed by the Board in 2020.

On a motion by Director Brister and a second by Director Hubbell, the Board approved the cash budget for Fiscal Year 2022/23 as submitted, with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

ADOPT RESOLUTION NO. 486, ESTABLISHING WATER AVAILABILITY

ASSESSMENT FOR FISCAL YEAR 2022-23: The District passes a resolution annually prior to billing water availability assessments. 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 Hubbell, the Board adopted Resolution No. 486, establishing the water availability assessment for the Fiscal Year 2022/23 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, with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

DISCUSS CONSERVATION PLAN TIER LEVEL: President Farrell led the discussion on the current drought conditions in the local area. He noted that the Crestline Lake Arrowhead Water Agency (CLAWA) is at a Level 2 conservation plan tier level with a twenty percent reduction and that this level would equate as a Level 3 on the District's conservation plan. As a result, the District would have to reduce the amount of excess consumption on the current water rate schedule. President Farrell brought the item as a matter of concern to the Board as the District purchases a large amount of water from CLAWA. There was no action taken by the Board on this item however the topic would be brought back at another meeting.

ADOPT RESOLUTION NO. 487, CALIFORNIA BANK & TRUST SIGNATURE CARDS AUTHORIZED SIGNERS: With the hiring of General Manager Weddle, the District's bank account authorized signers need to be updated. Resolution No. 487 adds General Manager Weddle as an authorized signer.

On a motion by Director Hubbell and a second by Director Brister, the Board adopted Resolution No. 487, authorizing new signature cards at California Bank & Trust, with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

ADOPT RESOLUTION NO. 488, ARROWHEAD CREDIT UNION SIGNATURE CARDS, CHECKING & MMA AUTHORIZED SIGNERS: With the hiring of General Manager Weddle, the District's bank account authorized signers need to be updated. Resolution No. 488 adds General Manager Weddle as an authorized signer.

On a motion by Director Hubbell and a second by Director Brister, the Board adopted Resolution No. 488, authorizing new signature cards at Arrowhead Credit Union, with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

ADOPT RESOLUTION NO. 489, LOCAL AGENCY INVESTMENT FUNDS SIGNATURE CARDS, AUTHORIZED SIGNERS: With the hiring of General Manager Weddle, the District's bank account authorized signers need to be updated. Resolution No. 489 adds General Manager Weddle as an authorized signer.

On a motion by Director Hubbell and a second by Director Brister, the Board adopted Resolution No. 489, Local Agency Investment Funds Authorized Signers, with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

DISCUSSION ON WATER SHUTOFFS, CUSTOMER COMPLAINTS, AND PAST DUE PENALTIES:

The moratorium for water shutoffs ended on December 31, 2021 and the District has been planning on resuming shutoffs in April 2022. Manager Weiss confirmed the District's first shut off day since the moratorium occurred on April 13, 2022 and that it went well. The subject of past due penalties accruing on customer accounts was also discussed. On a motion by Director Hubbell and a second by Director Brister, the Board approved to block penalties during payment arrangements for customers prone to being shut off as long as they make their scheduled payments and it is at the General Manager's discretion to whom it is offered with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

MANAGER'S REPORT:

President Farrell confirmed the ad announcing the District would be resuming water shutoffs in the local newspaper was placed by him.

The Board was informed that the Electra Well is ready and Staff is waiting on the chlorinator to arrive to install it. Supervisor Wood confirmed the State visited the well site and that the chlorinators could possibly arrive by the end of next month.

President Farrell formally welcomed Manager Weddle to his first Board Meeting as General Manager. Manager Weddle noted that Supervisor Wood had been helpful in the field and that Manager Weiss had also been helpful in the office.

Supervisor Wood informed the Board that Serviceman Justin Anderson had taken a backflow course at the University of Southern California (USC) and successfully passed a very difficult course.

MONTHLY FINANCIAL AND INVESTMENT REPORTS:

The monthly financial and investment reports were available to review and there was not anything significant to report. As discussed earlier in the meeting, Manager Weiss mentioned that the Lake Gregory billing division had resumed water shut offs on April 13th and that the Crestline Village billing division had shutoffs scheduled the following week. Manager Weiss highlighted that the 2021/22 Fiscal Year was ending on April 30th and that it was a very busy time of year with the Water Availability Assessment billing the first week of May.

MONTHLY WATER PRODUCTION REPORTS:

Supervisor Wood informed the Board that Pinecrest Vertical is online as it was not on the System Report. President Farrell specifically wants the Board to be able to see the amount of system loss.

The Monthly Production Reports were not included in the Board packet and Supervisor Wood would be working on them with Manager Weddle for the May meeting.

REVIEW EMERGENCY RESPONSE PLAN DRAFT: A draft of the Emergency Response Plan was given to the Board for review. The draft was put together by the District's engineers from Albert A. Webb Associates. This type of document is not public as it deals with the District's security and its release could put the District at risk. Webb Associates Senior Engineer, Brad Sackett visited the District for a tour with Manager Weiss and Supervisor Wood and was impressed with the District's system and its condition. Due to the substantial size of the Draft document, the Board requested to have the item tabled to the May Board Meeting in order to have Webb engineers available to answer questions.

DIRECTOR'S REPORTS: Director Stone thanked everyone for their assistance in bringing Manager Weddle on board at the District.

REQUESTS FOR FUTURE AGENDA ITEMS:

None other than those listed during the meeting.

EXECUTIVE SESSION: The Board entered into closed session at 4:48 pm to discuss the following item:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957(b) Title: General Manager

DRAFT

Closed session ended at 5:28 pm and there was not a reportable action taken by the Board. As there was no further business to discuss, the meeting was adjourned at 5:30 pm.

The next scheduled meeting will be held on Tuesday, May 17, 2022 at 3:00 pm. This meeting will be held in person as well as simultaneously via videoconference (Zoom).