

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

April 15, 2025

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 3:01 pm, on Tuesday, April 15, 2025.

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

Staff members present were Operations Manager David Sale, General Manager Thomas Weddle, Office Manager Josselyn Quine and District Counsel Ronald Van Blarcom.

Public in Attendance: Sherri Fairbanks.

MINUTES OF PREVIOUS MEETINGS:

The Board reviewed the minutes of the March 2025 Regular Board Meeting. Upon a motion by Director Stone, and seconded by Director Barrera, the minutes for the March 18, 2025, meeting were approved with the following vote:

AYES: Directors Barrera, Hubbell, Stone, Brister and Farrell.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CASH DISBURSEMENTS:

There was some general discussion about the cash disbursements. Director Brister inquired about the payment going to MV Cheng & Associates for \$1,710.00. Manager Quine explained this payment. Jim Raia is employed by MV Cheng & Associates who is now the District CPA, taking the spot of Nathan Statham. There were two other inquiries: Visual Edge for \$399.00 and Reserve for \$300. Manager Quine will look into the Visual Edge payment but believes it is the monthly rental fee for our Xerox printer. The reserve for \$300 is for postage. On a motion made by Director Stone and a second by Director Hubbell, the cash disbursements for March 2025 were approved with the following vote:

AYES: Directors Barrera, Hubbell, Stone, Brister and Farrell.

NOES: None.

ABSENT: None.

ABSTAINED: None.

MONTHLY FINANCIALS:

The Board reviewed and discussed the monthly financials for March 2025.

PUBLIC COMMENTS:

Sherri Fairbanks, Board Member of Crestline Sanitation District, thanked the Board for

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having Dawn Grantham, General Manager of Crestline Sanitation District, attend our March Board Meeting to discuss upcoming projects and collaborations.

REGULAR SESSION:

ADOPT RESOLUTION NO. 510, ESTABLISHING WATER AVAILABILITY ASSESSMENTS FOR FISCAL YEAR 2025-26.

Manager Quine presented Resolution 510, Establishing Water Availability Assessments for Fiscal Year 2025-26. It is projected to bring in a total revenue of \$129,810. That is broken up between improved and unimproved parcels. \$74,850 for improved parcels and \$54,960 for unimproved parcels. There is no change in the number of the proposed assessments from the prior years. Establishing the water availability for fiscal year 2025-26 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 a motion by Director Stone and a second by Director Hubbell, the Board adopted Resolution No. 510, Establishing Water Availability Assessments for Fiscal Year 2025-26 with the following roll call vote:

AYES: Directors Barrera, Hubbell, Stone, Brister and Farrell.

NOES: None.

ABSENT: None.

ABSTAINED: None.

REVIEW UNCOLLECTED ACCOUNTS FROM 2019.

Manager Quine discussed with the Board the accounts that have balances older than five years. It was requested that the Board write off the balances for 14 accounts; 12 of which are accounts that are inactive with balances left over after final billing and 2 accounts that appear to have been abandoned. The total to be written off is \$7,437.92. This amount represents 0.0030% of the water sales in 2019.

On a motion by Director Stone and a second by Director Hubbell, the Board unanimously approved the writing off the unpaid balance of \$7,437.92 from 2019.

CONSIDER 2025-26 PROPOSED CASH BUDGET.

The Board reviewed and discussed the proposed cash budget for the 2025-26 fiscal year.

AYES: Directors Barrera, Hubbell, Stone, Brister and Farrell.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CONSIDER 2025-26 PROPOSED CASH BUDGET

The Board reviewed and discussed the Proposed Cash Budget for the 2025-26 fiscal year. The Board suggested a few changes due to the rising cost of managing Valley View Park Mutual Water Company's (VVPMMC) system. It was asked that Staff include separate budgeting numbers to represent both costs and reimbursements from both the State and VVPMMC

After some discussion and the addition of the \$80,000.00, the Board approved the 2025-26 Proposed cash budget with the following roll call vote:

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

MANAGER'S REPORT:

Office Manager – Office Manager Quine had a quarterly meeting with California Computer Options to discuss equipment maintenance. Within the 2025-26 fiscal year's budget. Funds have been set aside to replace or upgrade six computers that are running on Windows 10 and will no longer be supported by Microsoft. The computers will continue to work but because of the lack of support, they are at risk of security breaches, putting the system at risk. These computers need to be replaced by October 2025. During the meeting, it was also discussed that our servers also needed to be replaced. The servers are currently 5-6 years old. The cost for one server is anywhere between \$10,000 – 15,000. The plan is to upgrade one or two servers next fiscal year (2026-27) and the remainder the year after.

Field Manager – Field Manager Sale informed the Board that Aclara is still not responding and correcting the District issues. It has been more than a few months since the programming issues of the ultra-sonic meters. Currently, only the ultra-sonic meters can be programed.

Steve Gamblin came up and to train Staff on the new GIS locator. We have started logging in fire hydrants to start with.

Mueller gave us a zoom class on their AMI radios. They would be a competitor to the Neptune meters that are being installed at VVPMMC.

The district completed the full list of stopped meters. The measuring chambers were replaced and put back online. This will contribute to less system loss.

The bi-annual flushing of dead ends has been started along with the annual testing of water meters.

General Manager –

ACLARA: The District continues to be frustrated with the service that we receive from Aclara. There are unanswered questions that are showing up in the water report as unexplained gains and losses. For the month of March, the Aclara portal was used to get

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total consumption due to the disconnect between Tyler and Aclara. Using Tyler our losses were 22% and using Aclara they were 5%. We are currently working with Auqatrx to break down the hourly data for more accurate reporting.

When the new Neptune meters are installed in Valley View, we will have an idea how they will work in CVWD. This will in turn give us the ability to determine if the transition to Neptune within the District is feasible.

CPF Request: I am working with Jayson Brause with Government Affairs in Washington DC regarding Congressman Jay Obernolte's Community Project Funding for FY26. At this time, the timeline for FY26 requests remains uncertain and the House Appropriations Committee has not yet released their FY26 guidance, however, the process can often move quickly. We are sending details about our meter replacement, background, the technology, and why it needs to be done to Congressman Obernolte's office.

DIRECTORS' REPORTS:

1. Director's Reports: Director Farrell reported that LAFCO fees for the District will be going down. It has been requested for the May 20, 2025, Board Meeting be moved to May 21, 2025 at 3pm. All Directors agreed.
2. Requests for Future Agenda Items: The Board asked to potentially change the October Board Meeting date.
3. Staff Items: None.

As there was no further business to discuss, the meeting was adjourned at 4:41 pm. The next meeting date is May 21, 2025. This meeting will be held in person at the District office at 3pm.