

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

September 16, 2025

CALL TO ORDER AND FLAG SALUTE: Vice President William Barrera called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:05 pm, on Tuesday, September 16, 2025.

ROLL CALL: Present were Vice President William Barrera, Directors Ken Stone, and Leslie Brister.

President Steven Farrell arrived at 3:07 pm.

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

MINUTES OF PREVIOUS MEETINGS:

The Board reviewed the minutes of the August 2025 Regular Board Meeting. After general discussion and on a motion by Director Brister, and seconded by Director Barrera, the minutes for the August 19, 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 general discussion about the cash disbursements. Director Brister inquired about a few payments going to Motive Managed Services, Orange County Winwater Works, Reserve and Fairview Ford. Director Stone inquired about the payment to Empower. Manager Quine and Manager Sale were able to explain each of these. On a motion by Director Hubbell, and seconded by Director Brister, the cash disbursements for August 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 August 2025.

PUBLIC COMMENTS:

None.

REGULAR SESSION:

CONSIDER ATTENDANCE AT THE ACWA / ACWA JPIA FALL CONFERENCE, DECEMBER 1-4, 2025, SAN DIEGO, CA:

The ACWA / ACWA JPIA Fall Conferences are scheduled to be held between December 1, 2025, and December 4, 2025, in San Diego, California. On a motion by Director Hubbell and a second by Director Barrera, the Board unanimously approved the attendance of these conferences. Director Farrell and General Manager Weddle will be attending.

CONSIDER VOTING FOR FOUR(4) SDRMA BOARD MEMBERS:

After some general discussion and on a motion by Director Brister, and a second by Director Hubbell, the Board will submit a vote for Virginia Chang Kiraly with the following roll call vote:

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

NOES: None.

ABSENT: None.

ABSTAINED: None.

CONSIDER PROPOSAL FROM KILEY & ASSOCIATES

Manager Weddle met Jayson Braude from Kiley & Associates and in working together, they have been able to secure funds for the District. Kiley & Associates can support our District in advancing its federal advocacy and grants strategy. They help identify our needs and what grants would align with the upgrades needed within our district. It is staff recommendation to hire Kiley & Associates on a monthly retainer of \$2,000.00. Staff has been asked to verify that there will be no contract or penalty for terminating the agreement with Kiley & Associates. After general discussion and on a motion by Director Stone and a second by Director Brister, the decision to retain Kiley & Associates was approved with the following roll call vote:

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

NOES: None.

ABSENT: None.

ABSTAINED: None.

MANAGER'S REPORT.

Field Manager

Field Manager Sale reported that hydrant maintenance has begun. It has been several years since we have done this, and we are trying to get back on track.

This past month we have had a few main leaks on Wylerhorn. The main pipe in this area is PVC and not C900 and thus will be looked at for replacement.

The parking lot was re-sealed with the usual double coating to last.

The Electra Well has been shut off due to air in the water. An additional 200 ft of pipe will be added to allow the pump level to be well below the drawdown level.

Office Manager

California Computer Options – We have partially transitioned to Circle as our new MSP (Managed Services Provider). They have visited the office to set up each computer for their remote access and security.

Circle also provides Managed Print Services. After discussions with them regarding the costs associated with printer maintenance and supplies, we have decided to change out our printers. Our current monthly cost for printing is \$1,507.77. With the upgraded equipment, our new cost will be \$999.85, which is annual savings of \$6,095.04.

B&W: Old: \$0.05 New: \$0.0075
Color: Old: \$0.24 New: \$0.08

We have been working with Brad Neufeld with Varner & Brandt on the Districts' Personnel Manual. We have almost completed all updates and will provide a draft copy at the October Board meeting to finalize. The cost associated thus far is: \$3,948.89.

CSDA Conference Office Manager Quine attended the CSDA Conference from August 25, 2025 – August 28, 2025. She attended many Breakout Sessions and gathered useful information. Some of those classes included compliance, policies, training, personnel manuals, labor laws, conflict resolution, Surplus Land Act, and Board vacancies.

General Manager

District Projects List: Included in the packet are a list of projects that the District feels is the most important. We will be working on this list with Kiley & Associates to determine the viability for grant money.

JPIA Cyber Security: ACWA JPIA has partnered with KYND to provide ACWA JPIA Cyber Liability Program members with access to the KYND ON dashboard and KYND Signals Report at no charge, aiming to help members strengthen their agency's cyber risk management posture.

Grants Update:

Updates from DC. The earmark water funding is still on track. As we have heard they may include earmarks to a short-term funding bill, but it does look like a possible government shutdown may occur at the end of this month, on September 30th. If this does happen, we hope the earmarks will lead to an end of the stalemate and be used as a bargaining chip.

DIRECTORS' REPORTS:

1. Director's Reports: None
2. Requests for Future Agenda Items: None.
3. Staff Items: Personnel Manual for September or October Board Meeting.

DRAFT

As there was no further business to discuss, the meeting was adjourned at 4:34 pm. The next meeting date is October 14, 2025. This meeting will be held in person at the District office at 3pm.