

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

July 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 3:03 pm, on Tuesday, July 15, 2025.

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

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: Brad Welebir with Rogers, Anderson, Malody & Scott, LLP.

MINUTES OF PREVIOUS MEETINGS:

The Board reviewed the minutes of the June 2025 Regular Board Meeting. After general discussion and on a motion by Director Brister, and seconded by Director Barrera, the minutes for the June 17, 2025, meeting were approved with the following vote:

AYES: Directors Barrera, Stone, Brister and Farrell.

NOES: None.

ABSENT: Director Hubbell.

ABSTAINED: None.

CASH DISBURSEMENTS:

There was general discussion about the cash disbursements. Director Brister inquired about the two payments going to All the Above and Jace Varghese. All the Above, payment for \$3,900.00, was for the removal of a dead tree branch hanging over the Brookside Tank road. The check made out to Jace Varghese, \$1,245.04, was a refund of deposit made for a hydrant meter. On a motion by Director Stone, and seconded by Director Brister, the cash disbursements for June 2025 were approved with the following vote:

AYES: Directors Barrera, Stone, Brister and Farrell.

NOES: None.

ABSENT: Director Hubbell.

ABSTAINED: None.

MONTHLY FINANCIALS:

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

PUBLIC COMMENTS:

None.

REGULAR SESSION:

PRESENTATION OF THE AUDIT REPORT FOR FISCAL YEAR 2023-24:

The District's Auditor Brad Welebir of Rogers, Anderson, Malody & Scott, LLP, Certified Public Accountants (Rams), presented the audit report for the fiscal year ending April 30, 2024. The audit report shows the opinion that the financial statements present fairly, in all material respects, the financial position and cash flow of the District.

Auditor Brad Welebir explained the purpose of the annual audit and the role of the auditor with both the Board and the District staff.

During the current fiscal year, the net position of the District decreased by \$457,504. The District had a net increase in cash for the year of \$165,033. During the prior year, the net position decreased by \$160,271 with an increase in cash of \$220,972. The ratio of current assets to current liabilities is 11.0 compared with 16.5 for the prior fiscal year.

Non-Operating revenues from property taxes, availability assessments, interest and other income/expenses resulted in \$532,105 nonoperating income.

Loss before contributions was \$172,078 (operating loss of \$704,186 plus net nonoperating income of \$532,108) for the current fiscal year. Loss before contributions of \$172,078 is added to the capital contributions of \$11,807 for a decrease in net position for the current fiscal year of \$160,271.

The District strives to provide the best possible service to its customers. To provide this service, the District has adopted programs to upgrade or replace its water facilities as it becomes necessary. The District also continues to replace and upgrade old equipment to provide an efficient and safe environment for our customers and employees. During the past year, the District added \$305,823 in utility plant compared to \$387,156 in the prior year.

There was general discussion regarding the audit. On a motion by Director Stone and a second by Director Brister, the Board adopted the Audit Report as presented with the following roll call vote:

AYES: Directors Barrera, Stone, Brister and Farrell.

NOES: None.

ABSENT: Directo Hubbell.

ABSTAINED: None.

CONSIDER THE ADDITION OF DocAccess TO THE DISTRICT WEBSITE:

Office manager Quine informed the Board that there was a new ADA requirement for documents on the District website. This would allow those with visual impairment to access the information on the website by having it translated into audio. On a motion by Director Stone, and a second by Director Brister, and with the cost being \$400 a month, the Board approved using Streamline to provide the translator with the following roll call vote:

AYES: Directors Barrera, Brister and Farrell.

NOES: None.

ABSENT: Directo Hubbell.

ABSTAINED: Stone.

MANAGER'S REPORT.

Field Maintenance: Field Manager Sale reported that the District is nearing completion on weed abatement and that next year will be looking at hiring “All the Above” to do the weed abatement and raking to free up staff.

Mr. Sale reported that Corey, at “All the Above”, removed a tree that has been hanging over the Brookside Tank. The tank is on a very steep single lane road with a 12” water main in it. The tree was removed to eliminate the chance of it falling and causing the main to break.

The District has started doing it's our own maintenance on the backhoe. It was previously done by RDO but we were able to get filters and fluids for a complete service. It has now been added to our yearly maintenance schedule.

Mr. Sale reported that Staff had gone through all the horizontal wells that had been throttled for winter. Several of them would not open all the way, and yet the pump was still able to handle the flow. Old Mill Springs was the exception to this. It was determined that the pump at Old Mill Springs was not large enough to keep up so a replacement pump has been ordered to replace the current one at Old Mill Springs.

District Rates Feasibility Study: Manager Weddle informed the Board that Webb Engineering is still evaluating the District needs financially moving forward.

Office Maintenance: The District will be getting the parking lot sealed in the first week of September.

Office Computers: Mr. Weddle stated that all the computers that needed to be replaced have been replaced and are now running Windows 11. There is one Windows 10 computer remaining but it is new enough to receive a Windows upgrade verses a complete replacement.

IT Support: It was stated that the District is currently talking to two IT support contracting alternatives to Computer Options. In this process there will be a system analysis to expose vulnerabilities and help us determine what service will best suit the District.

Mountain Dark Sky Ordinance: Staff Included in the packet Ordinance 4419 outlining the restrictions for lighting on the mountain. This is in reference to the conversation held at the last Board Meeting for additional lighting at the office.

DIRECTORS' REPORTS:

1. Director's Reports: None
2. Requests for Future Agenda Items: None.
3. Staff Items: None.

DRAFT

As there was no further business to discuss, the meeting was adjourned at 5:18 pm. The next meeting date is August 19, 2025. This meeting will be held in person at the District office at 3pm.