

REGULAR BOARD MEETING MINUTES

March 13, 2024 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& 3075 Johnson Drive, Ventura, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Chuck Hays, President
Greg Snyder, Vice President
Rebecca Kujawa, Director
Deborah Philips, Director
Mark Roberts, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Assistant Water Operations Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel

SPECIAL BOARD MEETING – 5:00 P.M.

Call to Order

President Hays called the meeting to order at 5:05 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call. Vice President Snyder attended remotely pursuant to Government Code Section 54953(f)(1).

1) Approval of Agenda

Director Philips moved to approve the Agenda. Director Kujawa seconded the motion. A roll call vote was conducted and the motion carried 5-0.

2) Public Comment

a) **General Public** – None

b) **Community Reports**

- **State Representatives** – Armando Martinez, with Senator Rosilicie Ochoa-Bogh's office, provided a legislative update.

3) Consent Items



Director Roberts moved to approve the consent items. President Hays seconded the motion. A roll call vote was conducted and the motion carried 5-0.

4) **Matters Removed from Consent Items** – None

5) **Presentations/Appointments** – None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Action Regarding Nomination for Regular Special District Member on the Local Agency Formation Commission (LAFCO) for the County of San Bernardino**

Staff Recommendation: For the Board to nominate an elected member of a special district board for the position of Regular Special District member of LAFCO.

Mr. Bartz introduced this item.

Director Roberts moved to nominate Kimberly Cox for the Regular Special District Member of LAFCO. President Hays seconded the motion. A roll call vote was conducted and the motion carried 5-0.

b) **Discussion & Possible Adoption of Resolution No. 2024-06; Establishing Policies for Board Conduct Amongst Directors and with Staff**

Staff Recommendation: For the Board to adopt Resolution No. 2024-06; Establishing Policies for Board Conduct Amongst Directors and with Staff.

Mr. Bartz introduced this item.

Director Roberts moved to adopt Resolution No. 2024-06 as amended by Legal Counsel. Director Kujawa seconded the motion. A roll call vote was conducted and the motion carried 5-0.

c) **Discussion & Possible Approval of Updates to the District's Strategic Plan**

Staff Recommendation: For the Board to review and approve the updates to the District's Strategic Plan.

Ms. Sevy introduced this item.

Director Roberts moved to approve the updates to the District's Strategic Plan. Director Kujawa seconded the motion. A roll call vote was conducted and the motion carried 5-0.

d) **Update on the Proposed Civic Center & Phelan Park Expansion Projects**

Staff Recommendation: None

Mr. Bartz & Mr. Cardenas reported on this item.

No action taken; not an action item.

7) Committee Reports/Comments

- a) **Engineering Committee (Standing)** – Met yesterday and reviewed system repairs and maintenance and Well No. 15.
- b) **Finance Committee (Standing)** – Scheduled to meet on March 19, 2024.
- c) **Legislative Committee (Standing)** – Met and noted the lack of representative participation.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Scheduled to meet on May 14, 2024.
- e) **Waste & Recycling Committee (Standing)** – Meets next week.

8) Staff and General Manager's Report

Mr. Bartz provided an update on Watermaster.

9) Reports**a) Director's Report**

Philips – Attended World of Water at MWA.

Roberts – Attended the Oeste Subarea Workshop.

Kujawa – Attended ASBCSD and was appointed the new Vice President for ASBCSD.

Snyder – Nothing to report.

b) **President's Report** – Nothing to report.

10) **Correspondence/Information** – The items in the packet were noted.

11) Review of Action Items

- a) **Prior Meeting Action Items** – None
- b) **Current Meeting Action Items** – None

12) Set Agenda for Next Meeting

- Regular Board Meeting – March 27, 2024

13) Recess to Closed Session

The Board recessed to Closed Session at 5:28 p.m.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-83)

District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy, General Counsel

Negotiating Party: Circle Green, Inc.

Under Negotiation: Price & Terms of Purchase

14) Return to Open Session – Announcement of Reportable Action

The Board returned to open session at 5:48 p.m. There was no reportable action.

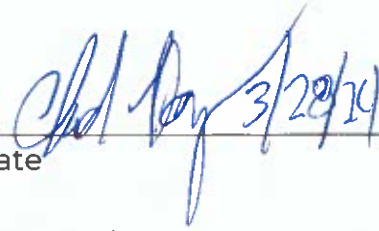
15) Adjournment

With no further business before the Board, the meeting was adjourned at 5:48 p.m.

Agenda materials can be viewed online at www.pphcsd.org



Chuck Hays, President of the Board



Date



Kim Sevy, HR & Solid Waste Manager/District Clerk



Date

