



# Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

**REGULAR BOARD MEETING**  
**May 15, 2019**  
**Phelan Community Center**  
**4128 Warbler Road, Phelan, CA 92371**

**MINUTES**

- Board Members Present:** Alex Brandon, President  
Charlie Johnson, Vice President  
Kathleen Hoffman, Director  
Deborah Philips, Director  
Mark Roberts, Director
- Board Members Absent:** None
- Staff Present:** Don Bartz, General Manager  
Lori Lowrance, Administrative Services Manager  
George Cardenas, Engineering Manager  
Sean Wright, Water Operations Manager  
Kim Ward, HR Manager/Executive Secretary
- District Counsel:** Steve Kennedy, General Counsel

**BOARD MEETING – 6:00 p.m.**

**Call to Order**

President Brandon called the Meeting to order at 6:02 p.m.

**Roll Call**

All Directors were present at Roll Call.

**1. Approval of Agenda**

Vice President Johnson moved to approve the Agenda. Director Philips seconded the motion. Motion passed unanimously.

**2. Public Comment**

a. **General Public** - None

b. **Community Reports**

- a. **Mojave Water Agency** – Richard Hall provided an update on a potential recharge basin in the District and new legislation.
- b. **Phelan Piñon Hills C.E.R.T.** – Bonnie Butler noted that CERT is requesting donations of cash and items. They are looking to add new members. There are upcoming classes on May 25, June 1, and June 8 in Wrightwood.
- c. **Snowline Joint Unified School District** – Robert Chacon noted the recent tank painting by the class of 2019 and acknowledged the partnership between SJUSD and the District.

**3. Consent Items**

Director Roberts moved to approve the Consent Items. Director Hoffman seconded the motion. Motion passed unanimously.

**4. Matters Removed from Consent Items – None****5. Presentations/Appointments – 2019 Earth Day Art Contest Winners**

1<sup>st</sup> Place Winners: Jacob Jeong, Sadie Howe, Madelyn Andrus

2<sup>nd</sup> Place Winners: Kylee Ann Quinonez, Donna Mertinez, Issak Ordenana

3<sup>rd</sup> Place Winners: Madyson Brown, Olivia Rountree, Madalin Van Hofwegen

A recess was held between 6:20 p.m. and 6:31 p.m.

**6. Continued/New Agenda Items – Action Items****a. Discussion & Possible Action Regarding Phelan Chamber of Commerce’s Request to Utilize District Property for Fear Farm**

Staff Recommendation: For the Board to authorize the Phelan Chamber of Commerce to utilize the lot next door to the District office for Fear Farm.

Mr. Bartz introduced this item; Mr. Fish of the Phelan Chamber of Commerce provided an overview and answered questions.

After some discussion, Vice President Johnson motioned to approve staff recommendation. Director Philips seconded the motion. Motion passed unanimously.

**b. Discussion & Possible Action Regarding Setting the Public Hearing Date for the 2019/2020 Budget**

Staff Recommendation: For the Board to review, discuss, and identify any additional changes to the draft budget for 2019/2020, as reviewed by the Board at the April 24, 2019, workshop, and to schedule the Public Hearing on the 2019/2020 Budget for June 5, 2019.

Mr. Bartz introduced this item.

Consensus of the Board was to set the Public Hearing date for the 2019/2020 Budget for June 5, 2019.

**c. Discussion & Possible Action Regarding Resolution No. 2019-08; Initiation Procedure to Fix, Adjust, Levy, and Collect Water Standby and Availability Fees for 2019/2020.**

Staff Recommendation: For the Board to adopt Resolution No. 2019-08; Initiation Procedure to Fix, Adjust, Levy, and Collect Water Standby and Availability Fees for 2019/2020.

Mr. Bartz introduced this item.

Director Hoffman moved to adopt Resolution No 2019-08. Vice President Johnson seconded the motion. Motion passed unanimously.

**d. Discussion & Possible Action Regarding Resolution No. 2019-06; Disposing of Surplus Property.**

Staff Recommendation: For the Board to discuss whether or not to reconsider the surplus of property listing in Resolution No. 2019-06.

Mr. Bartz introduced this item.

After a discussion, Vice President Johnson moved to remove the property described in Exhibits A & B of Resolution No, 2019-06 from the surplus property inventory. Director Roberts seconded the motion. Motion passed 3-2 with President Brandon and Director Hoffman opposed.

**ACTION ITEM:** Mail updated surplus property letter.

**e. Discussion & Possible Action Regarding the Creation of an Ad Hoc Committee for the Mojave Adjudication**

Staff Recommendation: None

Mr. Bartz introduced this item.

After a brief discussion, Director Philips moved to establish an Ad Hoc Committee for the Mojave Adjudication with Directors Brandon and Johnson appointed to the Committee. Director Hoffman seconded the motion. Motion passed unanimously.

**7. Committee Reports & Comments**

- a. **Adjudication Committee (Ad Hoc)** – Nothing further to report.
- b. **Employee Compensation & Benefits Committee (Ad Hoc)** - Nothing further to report.
- c. **Engineering Committee (Standing)** – Nothing further to report.
- d. **Finance Committee (Standing)** – Nothing further to report.
- e. **Legislative Committee (Standing)** – Nothing further to report.
- f. **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing further to report.
- g. **Property Management Committee (Standing)** – Nothing further to report.
- h. **Waste & Recycling Committee (Standing)** – Nothing further to report.

**8. Staff and General Manager's Report – None**

**9. Reports**

**a. Director Reports**

**Johnson** – Attended ACWA and noted the speaker; attended AB1234 training.

**Philips** – Attended ACWA. Attended ASBCSD.

**Hoffman** – Nothing to report.

**Roberts** – He will be out of town in June and will miss the June 5, 2019, Board Meeting. Also, will need to reschedule the June Engineering Committee meeting.

- b. **President's Report** – He will be in Sacramento next week for CSDA's Legislative Days as well as some other meeting. Reminded the Board to provide a written report.

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

**11. Review of Action Items**

- a. **Previous Meeting** – None
- b. **Current Meeting** – None

**12. Set Agenda for Next Meeting**

- Budget Hearing & Possible Adoption
- Personnel Manual Policy

**13. Recess to Closed Session**

The Board recessed to closed session at 7:44 p.m.

- 14. **Closed Session:** Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation  
Pursuant to Government Code Section 54956.9(d)(2)  
One Potential Case
  
- 15. **Return to Open Session**  
The Board returned to Open Session.
  
- 16. **Announcement of Reportable Closed Session Action**  
No reportable action.
  
- 17. **Adjournment**  
With no further business before the Board, the meeting adjourned.

Link to Agenda Materials and Handouts: <http://www.pphcsd.org>

  
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Alex Brandon, President of the Board

6-19-19  
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Date

  
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Kim Ward, HR Manager/Executive Secretary

6/19/2019  
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Date