

REGULAR BOARD MEETING MINUTES

October 21, 2020
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Charlie Johnson, President
Kathy Hoffman, Vice President (Zoom)
Rebecca Kujawa, 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 (Zoom)
Kim Ward, HR Manager/Executive Secretary

District Counsel: Steve Kennedy, General Counsel (Zoom)

REGULAR BOARD MEETING – 6:00 p.m.

Call to Order

President Johnson called the meeting to order at 6:00 p.m.

Roll Call

All Directors were present at Roll Call.

1) Approval of Agenda

Director Philips moved to approve the Agenda. Director Kujawa seconded the motion. Motion passed unanimously.

2) Public Comment

- a) **General Public** – None
- b) **Community Reports** – None

3) Consent Items

Director Philips moved to approve the Consent Items. Director Kujawa seconded the motion. Motion passed unanimously.

4) Matters Removed from Consent Items

None



5) Presentations/Appointments

Chris Brown, with Fedak and Brown, LLP, presented the District's Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020

6) Continued/New Agenda Items**a) Discussion & Possible Acceptance of the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020**

Staff Recommendation: Staff recommends for the Board to accept the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2020, as presented by Fedak & Brown, LLP.

Ms. Lowrance presented this item.

Director Kujawa moved to accept the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020. Director Philips seconded the motion. Motion passed unanimously.

b) Update on the Status of Negotiations for the Consolidation of Sheep Creek Mutual Water Company into the District

Staff Recommendation: None

Mr. Bartz reported that District staff toured Sheep Creek's system and Sheep Creek staff toured part of the District. Mr. Cardenas reported the state has assigned Cal State Sacramento for technical support. Monthly meetings will begin with the state.

No action taken; not an actionable item.

7) Committee Reports/Comments

- a) **Antelope Valley Adjudication Committee (Ad Hoc)** – Nothing to report.
- b) **Engineering Committee (Standing)** – Meets next week.
- c) **Finance Committee (Standing)** – Met yesterday and reviewed the quarterly financials. Reviewed the solar costs and credits report. SunPower is preparing a revised pro forma for the solar project; it will be ready in December or January.
- d) **Legislative Committee (Standing)** – Nothing to report.
- e) **Parks, Recreation & Street Lighting Committee (Standing)** – Meets next week.
- f) **Waste & Recycling Committee (Standing)** – Nothing to report.

8) Staff and General Manager's Report

Nothing further to report.

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

Hoffman – Nothing to report.

Roberts – Nothing to report.

Philips – Attended the Sheep Creek meeting and noted Mr. Howard's resignation.

Kujawa – Nothing to report.



b) **President's Report** – Attended the Sheep Creek meeting and noted Mr. Howard's resignation from their board. Sheep Creek is planning on waiting until the next shareholders' meeting to make a replacement. Noted the upcoming election and the new County Supervisor for the community; he would like to staff to reach out to the new County Supervisor and his staff.

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

11) **Review of Action Items**

a) **Prior Meeting Action Items**

- Solar Project Report

b) **Current Meeting Action Items** – None

12) **Set Agenda for Next Meeting**

- **Regular Board Meeting** – November 4, 2020
- **Special Community Workshop** – November 5, 2020

13) **Adjournment**

With no further business before the Board, the meeting adjourned at 6:33 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

Charlie Johnson

Charlie Johnson, President of the Board

1-21-2021

Date

Kimberly Ward

Kimberly Ward, HR Manager/Executive Secretary

1/21/2021

Date

