



# Phelan Piñon Hills Community Services District

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

## PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT SPECIAL REGULAR BOARD MEETING

June 1, 2011 – 5:00 p.m.

Phelan Community Center

4128 Warbler Road, Phelan, CA 92371

### MINUTES

**Board Members Present:** Joe Fahrlander, President  
Mark Roberts, Vice President  
Ken Anderson, Director  
Charlie Johnson, Director  
Al Morrissette, Director

**Board Member Absent:** None

**Staff Present:** Don Bartz, General Manager  
Debbie Bishop, Board Secretary  
Chris Bishop, Operations Manager

#### Call to Order

President Fahrlander called the meeting to order at 5:07 p.m. and the Pledge of Allegiance was conducted.

#### Roll Call

All Board Members were present.

#### 1. Approval of Agenda

There were no changes to the agenda.

#### 2. Public Comment

None

#### 3. 2011/2012 Budget Workshop

Ms. Lowrance prepared a Draft Budget with the Rates/Income at 1% increase, the Expense at 1.5% increase and the Salary at 1.0% increase for the Boards review.

Mr. Bartz stated it would cost under \$5,000 for a basic rate study. He stated if the Board would want to look at different rate tiers the District would have to go to an engineering company and it would cost approximately \$50,000. Director Johnson asked if the basic study would take a look at the tiers. Mr. Bartz stated it would. He asked if it would take into consideration of the fixed costs and the base costs of the District so that those costs would be covered in the first tier. Mr. Bartz stated it would.

A discussion took place regarding the Proposition 218 process and costs.

Director Anderson stated it was Board consensus to leave the 1% in the budget for the Rates/Income Increase and work towards completing a rate study. Director Morrissette agreed. Director Johnson stated he would like to persuade his colleagues to do a larger increase. Director Anderson stated when the rate study is done; he could see the Board going with a larger increase.

The Board agreed the District needs to initiate the rate study. They also agreed to use the rate of 1% in the presented budget for the final budget.

Mr. Bartz recommended using CRWA for the rate study.

Director Anderson asked Ms. Lowrance to walk through line item 100, Programs, for him. Ms. Lowrance stated the \$30,000 is for programs such as the water conservation programs, workshops, Phelan Phun Days, etc. Ms. Lowrance stated the funds are for water conservation, no matter what programs are offered.

**ACTION ITEM:** Director Anderson asked to have the minutes reviewed for the funds set aside for the MWA Program.

A discussion took place regarding the item also including the possibility of the Senior Lunch Program and the Parks Programs.

Director Anderson asked if Director Morrissette or Director Johnson had a revised budget from the Kiwanis Club for the programs they are running. Director Morrissette stated the budget was provided at a prior Board Meeting. Director Morrissette briefed Director Anderson on the programs they will be providing. Ms. Lowrance stated the numbers in the budget include the Kiwanis programs as well as the programs being provided by the District.

A discussion took place regarding line items 100 and 104 and what they are used for. Item 100 is used for District programs. Item 104 is used for sponsoring local programs such as baseball, soccer and football teams.

Director Anderson asked what the line item for benefits and salaries includes in the Parks budget. Ms. Lowrance stated it includes two part time employees, one full time and any additional work done for the park programs by other staff.

Vice President Roberts pointed out a discrepancy on line 37, Depreciation. Ms. Lowrance will make the correction.

Vice President Roberts asked why staff is requesting more for line 74. Ms. Lowrance explained that this budget is assuming that vacant positions are filled. A discussion took place regarding the costs projected for the GIS Projects. Ms. Lowrance stated line item 74 includes maintenance of the water system as well. She stated she will provide the Board with a breakdown.

**ACTION ITEM:** Ms. Lowrance to provide a breakdown of line item 74 to the Board Members.

President Fahrlander stated he doesn't understand all the mapping. He asked if the District will have all the maps complete. Mr. Bartz stated the Districts maps were pretty much hand drawn when we got them. He stated staff should be done with map books by the end of the year. A discussion took place regarding the maps done with the Master Plan and model that was done.

Vice President Roberts stated he would like to see the GISing stretched out over more time rather than doing it in one year. This would be related to Item 14 in the CIP Project List. Mr. Bartz asked if he'd like it to be stretched out to two years. Vice President Roberts agreed. Mr. Bartz asked if budgeting \$25,000 would be more appropriate.

Mr. Bartz asked if the Board wants to have electronic signs for the District. Director Anderson felt it wasn't a good time to do the signs. He stated he does not want to see the \$25,000 for the Senior Lunch in the Budget because there are still avenues to pursue. He also felt the District shouldn't do as much for the Park & Recreation Programs as well. Director Johnson stated staff is reacting to the community request for the Parks & Recreation Programs and felt the amounts should be left in the budget.

Board consensus was to extend the GIS/Mapping out over two years, install one sign, not budget for the Senior Lunch Program and leave the budgeted amount for Parks & Recreation.

The Board agreed to try to settle the issue with what's included in item 74 offline. If need be, staff will schedule another workshop prior to the budget hearing on June 15, 2011.

**Adjourn**

With no further business, the meeting was adjourned at 7:08p.m.

Board approved the above Minutes on June 15, 2011:

_____	_____
Joe Fahrlender, President	Date
_____	_____
Debbie Bishop, Board Secretary	Date