



Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
June 2, 2010 – 7:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371**

MINUTES

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

Board Member Absent: None

Staff Present: Don Bartz, General Manager
Debbie Bishop, Board Secretary
Chris Bishop, Operations Manager
Lori Lowrance, Administrative Services Manager

Call to Order

President Johnson called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Board Members were present except Joe Fahrlander who arrived a few minutes late.

1. Approval of Agenda

Mr. Bartz stated there is no need for any of the Closed Session. Mr. Bartz asked to move Consent Items 3a and 3e through 3f to Item 4 on the agenda. Director Roberts moved to approve the Agenda as amended. Director Anderson seconded the motioned. All were in favor.

2. Public Comment

None

3. Consent Items

Director Morrissette motioned to approve Consent Items b through d. Director Roberts seconded the motion. After discussion, the Board agreed to change Item 3d to read "Acceptance of April Profit/Loss Summary, Balance Sheet with Comparison, Cash Flow and Aging Reports." All were in favor.

4. Matters Removed from Consent Items

Mrs. Bishop reported that there was a correction that needed to be made on the minutes of May 19, 2010 under Agenda Item 1. The second sentence should read, "Director Anderson moved to approve the agenda as amended." Director Anderson moved to approve the item as amended. Director Roberts seconded the motion. All were in favor.

Mrs. Bishop reported on Item 3e, staff would like to change the Hearing Date for Delinquent Accounts to the Tax Roll to July 21, 2010. Director Roberts asked if the fiscal impact would be available by July first. Ms. Lowrance stated it would be available. Director Anderson motioned to approve the item with the date changed to July 21, 2010. Director Morrissette seconded the item. All were in favor.

Mr. Bartz reported on Items 3f and 3g, the Resolutions for the grants. He stated there were questions regarding Item 4 on the Resolution designating authority to Al Morrissette to sign documents. Mr. Kennedy suggested that be amended to the General Manager. He didn't feel that would be appropriate for an individual Board Member. Mr. Bartz stated a question was also brought up regarding Item 2 on the Resolutions regarding sufficient funds for the grant. Mr. Bartz stated any items that would be an expense to the District would be brought to the Board and the Board could make a decision whether to move forward at that time. Director Morrissette stated a couple of people have come forward to donate their time towards maintenance of the parks. Director Anderson questioned Item 3 on the Resolutions regarding the certification that the District agrees with all the provisions on the contract. Mr. Kennedy stated this was an issue with the last grant application. He stated the Board decided to not approve the Resolution until Mr. Kennedy could review the guide. Mr. Kennedy stated he has not seen the guide at this time. President Johnson confirmed with Director Morrissette that this is the exact same guide as the last grant. Director Anderson stated he would like to move forward as the Board did last time. The Board consensus was to continue Items 4f and 4g to the June 16, 2010 Board Meeting.

5. **Presentations/Appointments**

None

6. **Continued/New Agenda Items – Action Items**

a. **Discussion and Possible Approval of the 2010/11 Budget**

Mr. Bartz briefed the Board on the changes that were made to the 2010/11 Budget at the last meeting. Staff's recommendation was to approve the budget with the recommended changes.

Vice President Johnson spoke about the Cost of Living Increase (COLA) and questioned the increase. Ms. Lowrance stated the State website was used to calculate the COLA increase for the region the District is in. Director Roberts stated the COLA for 2009 was zero in the reference he reviewed.

A discussion took place regarding reviewing the sources for the COLA rates for the future. Ms. Lowrance stated she could bring that to the Finance Committee if the Board wishes.

Director Johnson moved the approval of the budget as presented by staff with the changes from the last meeting. Director Morrissette seconded the motion. Director Roberts stated he would like to readdress the 2% rate increase from the last Board Meeting. Directors Johnson and Morrissette voted to approve the Item. Directors Fahrlander, Anderson and Roberts voted to deny the Item. The motion was not passed.

Director Anderson motioned to approve the budget with the changes from the last meeting with a 0% increase to salaries. Vice President Fahrlander seconded the motion. Directors Fahrlander, Anderson and Roberts voted to approve the Item. Directors Johnson and Morrissette voted to deny the Item. The motion was passed.

b. **Discussion and Possible Action Regarding the Districts Mission and Vision Statements**

Director Roberts asked the Board if the Mission Statement was grammatically correct. After discussion, the Board agreed to change the Vision Statement to read, "To develop a Community Services District that enhances the living experience for all people within the District."

Director Morrissette motioned to approve the Mission Statement as written and Vision Statements as amended. Vice President Fahrlander seconded the motion. All were in favor.

c. **Discussion and Possible Action Regarding the Proposal for the Amphitheater for the Phelan Park**

Mr. Bartz stated the question that came out of the last Board meeting was if there was adequate parking for the Amphitheater. Mr. Bartz stated Mr. Lowrance met with the County and it appears there is adequate parking because there was an amphitheater in the original plans for the second phase of the park.

Vice President Fahrlander inquired about the \$300,000 that the District received for future parks. Mr. Bartz stated the \$300,000 could be used at the discretion of the District. Vice President Fahrlander stated the original intent of those funds was to replace the funds that came out of the Reserves to fund the purchase of those properties. Vice President Fahrlander motioned to table this

item and instruct Mrs. Bishop to review the minutes of the past meetings regarding these funds. Director Anderson agreed with Vice President Fahrlender stating the assumption of the Board was to use those funds to purchase the property for future parks. Vice President Fahrlender feels the funds have already been spent on the purchase of the properties; therefore, the funds are unavailable. President Johnson stated at the end of the day, the funds will come out of the Districts Reserves.

ACTION ITEM: Mrs. Bishop was asked to review the past meeting minutes regarding the use of the funds to purchase park property.

The Boards consensus was to move this item to the June 16, 2010 Board meeting.

7. Review of Action Items

In regards to the demonstration of software for the electronic meeting packets, Mr. Bartz stated staff is still working on the software so they can bring this item back to the Board members.

President Johnson asked for a due date for the Action Item regarding the Edison Kilowatt hours and fees. Mr. Bishop stated this item will be ready for the next Board Meeting on June 16, 2010.

A discussion took place regarding the property transfer of Well #14.

ACTION ITEM: Ms. Lowrance was asked to give the Board an update on the transfer of Well #14 at the June 16, 2010 Board Meeting.

8. Committee Reports

- a. **Engineering Committee (Standing)** – Director Roberts stated the next Engineering Committee will be rescheduled to June 16, 2010 at 11:00 p.m.
- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrisette stated they met yesterday and discussed the park expansion for Piñon Hills Park and the Amphitheater for Phelan Park.
- c. **Finance Committee (Standing)** – President Johnson stated the Finance Committee has not met since the last Board Meeting. The next meeting will take place at its regularly scheduled time and date.
- d. **Building Committee (Standing)** – Director Anderson stated the Committee has not met since the last meeting. They agreed to reschedule this meeting to 5:00 p.m. on June 16, 2010.
- e. **Adjudication Committee (Ad Hoc)** – Director Roberts stated the Committee continues to meet. Vice President Fahrlender stated there is a court date set for September 27, 2010 for the third track.
- f. **Solid Waste Powers (Ad Hoc)** – Vice President Fahrlender stated they have not met since the last meeting. They plan to meet when Mr. Bartz returns from vacation.
- g. **Legislative & Grant Committee (Standing)** – Vice President Fahrlender stated the Committee hasn't met since the last meeting; however, Director Morrisette has continued to work on the grants.
- h. **Mission & Vision Statement Committee (Ad Hoc)** – The Board agreed this item can be removed.

9. General Manager's Report

A written report was provided to the Board. Mr. Bartz also reported the system seems to be working properly at this time of the year and it is working better than it has in a number of years. He thanked staff for doing a terrific job.

Mr. Bartz also stated staff had a meeting with ID Modeling regarding the Master Plan. He stated the pressures do not meet with the model in one area, so staff will be doing some research in that area. He stated overall the model is working very well.

Mr. Bartz stated he has a meeting scheduled with the Architect and County Planning regarding the plans for the Districts future office space.

Vice President Fahrlander questioned the bad registers on the meters. He asked if it was the new meters. Mr. Bartz explained staff is in the process of checking further into this item; but, it appears that, in some circumstances, the registers (not the meters) are bad.

President Johnson briefed the Board on the hire of a temporary employee and checked with the Board regarding their comfort level of the hire of the temporary employee. Mr. Bartz explained that the District's insurance would not cover the temporary employee to drive its vehicles if the temporary employee was hired through a Temp Agency; therefore, the District hired the temporary employee. The Board's consensus was that all Board members approved of the hire of the temporary employee.

10. Reports

a. Director's Report

Anderson – Director Anderson thanked all the employees present at the Board meeting for their service and the work they are doing and commented on how much he appreciates what the employees are doing. He also stated he believes the Board will have a challenge ahead of it once the work on the Master Plan is complete. He referenced the struggles that Snowline School District and retail stores are going through in the high desert. He feels the District needs to be cautious in all that it does.

Fahrlander – Vice President Fahrlander had nothing further to report. He stated he appreciated everyone's patience. When he brings things up, it's to refresh his memory. He wants to make sure the District sticks to the decisions it has made or rationalizes why it is going around them.

Roberts – Director Roberts stated had nothing further to report.

Morrisette – Director Morrisette stated he had nothing further to report.

- b. **President's Report** – President Johnson stated it was brought to his attention that the budget has been discussed approximately six times and that he had different expectations than his colleagues. He stated he felt comments regarding the assumptions would have been brought up when the budget was first presented to the Board. He felt in the future, the Board should have full discussions on items that are giving direction to staff. With that, he felt that even though the Board members disagreed on the results of the budget, he believes they had a thorough and good discussion on the issues and felt they all learned from the process.

11. Correspondence/Information

None

Set Agenda for Next Meeting – June 16, 2010

- Hearing for Stand-by/Assessment Charges
- Resolution for Appropriations Limit
- Approval of Resolution for MWA's 50th Anniversary
- Approval of Resolution #2010-17; Approving the Application for Statewide Program Grant Funds for the Smithson Springs Nature Reserve
- Approval of Resolution #2010-18; Approving the Application for Statewide Program Grant Funds for the Serrano Nature Education Center
- Discussion and Possible Action Regarding the Proposal for the Amphitheater for the Phelan Park

Mr. Kennedy stated he has been asked to testify at a LAFCO Hearing on June 16th. If he cannot make the Districts Board Meeting, he has asked Mr. Brunick to attend the Districts Board Meeting in his absence.

Future Board Meeting

- Discussion regarding the three tiered rate structure
- Discussion of Reformation of the Citizen's Advisory Committee
- District Rules and Regulations

Adjourn

With no further business, the meeting was adjourned at 8:30 p.m.

Board approved the above Minutes on June 16, 2010:

Charlie Johnson, President

Date

Debbie Bishop, Board Secretary

Date