



Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
July 6, 2011 – 7:00 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
Al Morrissette, Director
Charlie Johnson, Director

Board Member Absent: None

Staff Present: Lori Lowrance, Administrative Services Manager

Call to Order

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

Roll Call

All Board Members were present.

1. Approval of Agenda

Vice President Roberts moved to approve the Agenda. Director Johnson seconded the motion. All were in favor.

2. Public Comment

None

3. Consent Items

Director Anderson motioned to approve the Consent Items. Director Morrissette seconded the motion. All were in favor.

4. Matters Removed from Consent Items

None

5. Presentations/Appointments

a. None

6. Continued/New Agenda Items – Action Items

a. Discussion and Possible Approval of Resolution 2011-12: Initiating Procedures to Fix, Adjust, Levy, and Collect Water Standby and Availability Fees for 2011-2012

Director Johnson motioned to approve the Consent Items. Director Anderson seconded the motion. Vice President Roberts asked what the basis is for the charges. Director Johnson stated it is the existing parcels. Mr. Kennedy explained this resolution is to start the process and explained the process to the Board. A discussion took place regarding looking at rate increases and the Proposition 218 procedures for changing the standby fees. Ms. Lowrance stated she didn't see anything with CRWA regarding evaluating the standby fees. The Board agreed the Engineering Committee can look further into a study.

President Fahlender asked how the Standby Charges were calculated. Ms. Lowrance stated they were calculated annually. All were in favor.

b. Discussion and Possible Action Regarding Solar (Alternative) Energy

President Fahlender stated this item was intended to be on Alternative Energy, not just solar energy. Director Morrissette stated this information was distributed to the Board and they were asked to submit questions. He stated he only received a question from Director Johnson which he addressed. Vice President Roberts asked what the effects of no tax payer subsidies involved in supplementing the costs. Director Morrissette stated there are still some subsidies out there for homeowners. He said there also appears to be requirements for Southern California Edison to do and the District can still fit in there. Director Morrissette stated there are also low interest loans available for the District.

Director Anderson stated he felt the Board may need to move forward with the idea that there are no incentives.

Director Morrissette suggested sending this item to a committee. Director Anderson stated he felt the Board should set some idea of what the Board as a whole thinks what should be achieved out of this. Director Johnson agreed and asked if the Board is ready to give direction to a committee. Director Anderson stated utilize up to 15 acres of property, minimum 1 mega what of power, with options available to what type of alternative energy.

Director Johnson stated he tends to lean towards solar energy, but he doesn't know enough about the alternatives. He agrees with Director Anderson that it initially should be kept broad so questions regarding the alternatives could be answered. Director Johnson offered to serve on the committee if the Board wishes.

A discussion took place regarding the Ad Hoc Committee being a multiyear committee. Director Morrissette felt this should be able to be done in a short period of time. Director Johnson felt that at some point it should go to the Engineering Committee and the Finance Committee for follow-up. This committee would be to go through the different technologies and set requirements for the Board to approve and create an RFP.

After discussion, the Board agreed to the basic parameters of an Ad Hoc Committee with a deliverable for parameters to request RFPs for Alternative Energy. Directors Morrissette and Johnson will be the committee. Director Johnson suggested direction be given to the committee to share information with the Board Members once a month. Director Morrissette will be the Committee Chairman.

The Board agreed the financing part of this should be the second phase of looking into this program. Vice President Roberts questioned how you separate them. President Fahlender stated he was talking about the funding of the project. President Johnson stated the Committee is going to need staff to help with making appointments, running numbers, etc.

c. Discussion and Possible Action Regarding Possible Road Powers

President Fahlender stated this item was discussed at the last meeting; however, he asked Ms. Bishop to place this item on the agenda to see if Directors Johnson and Morrissette had anything further to add regarding how they perceived the meeting. Director Johnson stated he read the paragraph and stated he didn't see anything materially missing. He said Mr. Silva didn't have anything to add to the material because he just didn't know. Director Johnson stated staff was asked to contact Lake Arrowhead and Big Bear CSDs, but they have not responded. He stated he would still like to have that pursued. Director Johnson stated his big question is "why does the County want to do this at this point." As he understands, this would be revenue neutral to the District. Vice President Roberts felt it was because the school district would like to have some assistance in paving. Director Anderson stated he agreed that would be the first contact. He stated the only advantage is that the District could create standards that would be different then the County standards. Director Anderson felt the District should steer away from this right now. Director Morrissette stated his initial thought was the same. A discussion took place regarding the fees the County charges and if they would still be

charged. He also asked if the roads would have to be given back to the County when the roads have been developed. He stated he's not a huge fan of this, but he doesn't want to turn it away if it could benefit the District as a whole. President Fahrlender stated he would still like to know why Lake Arrowhead and Big Bear CSDs turned it down. He also stated he would be interested in talking to Districts that have road powers and how it works for them. Director Johnson stated he doesn't think people know that they have the rights to do this. He also questioned the standards and possibly being sued if the roads were not built to County standards. Director Johnson also noted there is no guarantee the County would take the built roads back into their system. Director Anderson suggested getting the information from the Districts the Board already knows of and let this ride for a little while. The Board agreed to reconvene the Road Committee for the purpose of gathering the information from the other Districts. Director Anderson suggested having someone from County Public Works or Special Districts give a presentation to the Board.

d. **Schedule Workshops for Purchasing Policy and Reserves Policy**

The Board agreed to do a workshop on the Purchasing Policy at 5:00 p.m. prior to the next Board Meeting on July 20, 2011. Director Johnson stated he will be out of town on July 20, 2011, but stated he is comfortable with what the Board does and can review it with Mr. Bartz. He stated he can also give Ms. Bishop any comments he may have to share with the Board. The Board agreed to do a special meeting at 6:00 p.m. on the 27th to finalize the reserve policy.

7. **Review of May Disbursements**

President Fahrlender asked regarding the fees paid to the yoga instructor. Ms. Lowrance stated she charges a flat amount and the attendees are charged \$5.00 per person.

Director Johnson suggested the District do a Scrap Booking Class.

8. **Review of Action Items**

Ms. Lowrance stated the list of Action Items was updated by Ms. Bishop.

Vice President Roberts stated his item was still in process. Director Anderson stated he did get the information on the items he inquired about, but not on the refrigerator; however, he stated it is what it is. He stated this item can be considered complete.

Director Anderson stated he is working with Mr. Bartz regarding the Mojave Water Conservation amounts set aside. This item is still open.

9. **Committee Reports**

- a. **Engineering Committee (Standing)** – Vice President Roberts stated the July meeting was canceled. The next meeting will be in August.
- b. **Parks, Recreation & Street Lighting Committee (Standing)** – Director Morrisette stated they met yesterday and stated some of the items to be highlighted next month are to start working on a park master plan as well as clarify how the District does maintenance on the grants and what it costs.
- c. **Finance Committee (Standing)** – Director Johnson stated they are meeting next week.
- d. **Building Committee (Standing)** – Director Johnson stated this meeting was canceled for July. Director Morrisette noted that at the last Board meeting, it was discussed to cancel this meeting and reschedule it to a time when Mr. Bartz could attend.
- e. **Adjudication Committee (Ad Hoc)** – President Fahrlender stated they haven't met, but probably need to meet in the next week or so.
- f. **Solid Waste Powers (Ad Hoc)** – The Board discussed there should be a meeting in July. Director Johnson was going to check the date. President Fahrlender stated the District just needs to make sure all their questions have been addressed.
- g. **Legislative & Grant Committee (Standing)** – President Fahrlender stated they have not met. Director Morrisette stated the grants were finished and sent off last Friday. Director Morrisette thanked Mr. Lowrance, Mr. Cardenas and Ms. Bishop for their help.
- h. **Roads Committee (Standing)** – Director Johnson stated they will set a meeting.

- i. **GM Committee (Ad Hoc)** – Director Johnson stated the forms for the GM Evaluation was sent out for review by the Board. Director Anderson stated his suggestions for changes were submitted last year. Director Anderson stated he did not receive the e-mail.

10. General Manager’s Report

There was not a General Managers report submitted for this meeting; however, Ms. Lowrance reported the bills went out to all the customers on July 1st. There were a total of 418 payments made yesterday with 278 of them being phone calls and/or walk-in customers.

President Fahrlender stated the Board needs an update on Tyler Technology and the use of the accountant’s help. Ms. Lowrance stated the accountant’s help will go through the audit and then let go after that.

A discussion took place regarding the walk-in traffic increasing in the office.

Ms. Lowrance stated the online bill pay will be going on-line within two to three weeks.

11. Reports

a. **Director’s Report**

Morrisette – Director Morrisette had nothing further to report.

Roberts – Vice President Roberts had nothing further to report.

Anderson – Director Anderson stated he will be sending out an invitation for Senator Runner because she will be visiting on July 21st. He said it will be at 4:00 p.m. for approximately half an hour. Vice President Roberts asked when the redistricting maps come out. Mr. Anderson stated they were available online and the deadline was extended. A discussion took place regarding the county re-districting being separate in late November/December.

Johnson – Director Johnson expressed his appreciation for Director Morrisette’s work on the Grant applications.

- b. **President’s Report** – President Fahrlender mirrored Director Johnson’s comment regarding Director Morrisette’s work on the grant. He also stated he attended the hearing in Sacramento regarding the re-districting. A discussion took place regarding stating the Districts position on the re-districting. The Board agreed to place this item on the agenda for the next Board Meeting.

12. Correspondence/Information

President Fahrlender stated he received ballot information from ACWA that Ms. Lowrance can share with the Board and have at the office.

Set Agenda for Next Meeting – July 20, 2011

- Discussion and Possible Action Regarding Re-Districting at the State Level
- Discussion and position Action Regarding Re-Districting of the County Supervisors
- Discussion and Possible Action Regarding Paying for Candidate Statements for the Coming Election
- Resolution putting Delinquent Accounts on the Tax Roll

Adjourn

With no further business, the meeting was adjourned at 8:51 p.m.

Board approved the above Minutes on July 6, 2011:

Joe Fahrlender, President	Date
Debbie Bishop, Board Secretary	Date