



# Phelan Piñon Hills Community Services District

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**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING  
August 21, 2013  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371**

## MINUTES

<b>Board Members Present:</b>	Charlie Johnson, President Alex Brandon, Vice President Al Morrissette, Director Mark Roberts, Director Joe Fahrlender, Director
<b>Board Member Absent:</b>	None
<b>Staff Present:</b>	Don Bartz, General Manager Ernesto Araiza, Operations Manager George Cardenas, Engineering Manager Kimberly Ward, Acting Board Secretary

### REGULAR BOARD MEETING – 7:00 P.M.

#### Call to Order

President Johnson called the Meeting to order at 7:01 p.m. and the Pledge of Allegiance was recited.

#### Roll Call

All Board Members were present.

#### 1. Approval of Agenda.

Director Roberts moved to approve the Agenda as presented. Director Morrissette seconded the motion. All were in favor and the motion passed.

#### 2. Public Comment

##### a. General Public

President Johnson explained the procedure for public comment at Board Meetings.

Debbie Bilderain, coordinator for Phelan Neighborhood Watch, spoke about the newly formed program. She asked for help from the District with development of their program. President Johnson recommended contacting Mr. Bartz.

Vice President Brandon asked if her organization was an umbrella organization; Ms. Bilderain said it was.

##### b. Community Reports

- **County Supervisor** – None
- **Fire** – None
- **School District** –None

- **Sheriff** – Teresa McMahon, a Sheriff's Service Specialist introduced herself. Ms. McMahon stated from January until June, 8,671 total calls were received for service at the station with 1,019 reports taken. In Phelan and Piñon Hills, there were 6,356 calls for service with 659 reports taken. In July, 2013, 1,035 calls for service were received with 131 reports taken.

Mr. Tuck asked what the number of deputies should be. Ms. McMahon suggested 3-4 per shift and gave an overview of what the deputies do.

Mr. Tuck thanked the deputies for their work in cleaning up downtown Phelan.

3. **Consent Items**

Vice President Brandon moved to approve the Consent Items. Director Roberts seconded the motion. All were in favor and the motion passed.

4. **Matters Removed from Consent Items**

None

5. **Presentations/Appointments**

None

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

a. **Discussion and Possible Adoption of Resolution #2013-14; Selection of Candidates for the SDRMA Election**

Mr. Bartz stated seven candidates meeting the qualification requirements were nominated for SDRMA's Board of Directors and gave instructions on how to select candidates.

The Board selected Mike Scheafer, Jean Bracy, Dennis Mayo, and David Aranda as candidates for the election.

Vice President Brandon moved to adopt Resolution #2013-14; Selection of Candidates for the SDRMA Election. President Johnson seconded the motion. All were in favor and the motion passed.

President Johnson explained what SDRMA is to the audience.

Mr. Tuck asked why the Board didn't have a representative on the SDRMA Board; President Johnson gave an explanation about how the Board decides which boards to sit on, such as expense and impact.

b. **Discussion and Possible Approval of Amended Park Rules and Regulations**

Mr. Bartz recommended for the Board to have a discussion concerning the proposed changes to Park Rules and Regulations.

A discussion was held regarding service animals.

The Board reviewed the proposed changes to Park Rules and Regulations.

The Board approved Items 1-3, 5-8, 10-15, & 18 regarding the proposed changes without any issue.

A discussion was held about providing cleanup materials for pets, with Mr. Bartz recommending cleanup materials be provided. Vice President Brandon sees providing cleanup materials as consent to allow dogs in the park. Director Fahrlander asked if there was an issue with dogs and cats in the park. Vice President Brandon stated the new grass brought about the possible change to Park Rules and Regulations regarding dogs and cats in the park. President Johnson stated he does not have an issue with providing cleanup materials for dogs and cats.

Director Roberts recommended Item 4, concerning dogs and cats in the park, remain as it currently is until a problem arises; President Johnson and Director Fahrlander agreed.

A discussion was held concerning Item 9 of proposed changes regarding smoking in the park. Director Morrisette stated parks are for the community, not just children. Director Fahrlender recommended a designated area with a receptacle for disposal of smoking waste products. Directors Roberts and Morrisette preferred remaining with the current rule. Vice President Brandon prefers a smoke-free park. Consensus of the Board was to allow smoking in the park in designated areas.

A discussion was held concerning parking in unauthorized areas. Vice President Brandon wants something done about people parking in unauthorized areas. Director Fahrlender asked if parking areas were meeting the fire requirements. Mr. Bartz recommended signage as a way to designate parking areas along with a flyer attached to facility rental applications.

A discussion was held concerning Item 16 of proposed changes regarding throwing of objects. Board consensus was to leave Items 16 and 17 as they are currently.

Ms. Pace had a question about insurance approval for changes to park rules and regulations. Vice President Brandon states the current rules came from risk management in the first place, but it would be a good idea to have the proposed changes looked at, although they are similar to what is existing.

Ms. Farquhar stated throwing rocks is illegal because the intention is to hurt someone and thinks there should be few rules if the intention is for the District to remain rural.

Ms. Bilderain asked who gets called if there is an issue in the park and if there is a phone number on the sign. Mr. Bartz stated there is not a phone number on the sign.

Mr. Kennedy gave an overview of the ordinance adoption process and explained how the new the ordinance will be written to allow a resolution as the mechanism to change rules and regulations as needed. The Ordinance and Resolution will be presented at the next Board meeting.

**c. Discussion and Possible Action Concerning Facility Use Fees**

Mr. Bartz recommended for the Board to have a discussion concerning facility use fees.

Director Morrisette explained the Parks, Recreation and Street Lighting's decision to keep the fees as they are.

Director Roberts asked if there were problems with the current fee schedule and stated that he did not want to raise anything. Director Fahrlender and President Johnson do not have issue with the current rates either.

Director Fahrlender noted the Parks deficit and asked if facility usage has increased. Mr. Bartz stated usage had increased and can put figures together for the Parks Committee to compare year-to-year budget.

**ACTION ITEM:** Mr. Bartz to put figures together for the Parks Committee to compare year-to-year budget.

**d. Discussion and Possible Action Concerning County Waste Disposal Use Permits**

Mr. Bartz recommended for the Board to submit a letter to San Bernardino County Supervisor Lovingood concerning the identification policy at the Phelan Transfer Station and the pine needle punch slots on the County Disposal Use Permits.

Director Morrisette drafted a second letter and submitted it for the Board to review.

The Board reviewed the Staff prepared letter and Director Morrisette's letter.

A discussion was held concerning whether the letter should be from Staff or Board as well as the intent of the letter.

A discussion was held regarding the merits of each letter. Several suggestions were made. Board consensus was to send Supervisor Lovingood and Mr. Devereaux the Staff prepared letter with the changes recommended.

**ACTION ITEM:** Make changes as described to letter and send to Supervisor Lovingood and Mr. Deveraux.

Mr. Tuck gave examples of his experiences with dumping green waste and how he impacted change as encouragement for the Board.

e. **Discussion and Possible Adoption of Resolution 2013-12; Establishing an Electronic Sign Advertising Policy**

Mr. Bartz recommended for the Board to adopt Resolution 2013-12; Establishing an Electronic Sign Advertising Policy.

Director Fahrlender thinks District messages are sufficient and there is not enough time to advertise for others.

Director Roberts moved to adopt Resolution 2013-12; Establishing an Electronic Sign Policy. Director Morrissette seconded the motion. All but Director Fahrlender were in favor and the motion passed.

f. **Solar Update with Possible Review of Solar Contract**

Mr. Bartz stated he is on version 9 of the spreadsheet and he met with Mr. Whatley and I-Bank.

Mr. Bartz noted the interest rates and how the USDA looks at Phelan and Piñon Hills in terms of interest rates.

Mr. Cardenas noted the status on interconnectivity and stated there was confusion by Edison regarding address assignment.

Mr. Bartz stated the CEQA period has been extended due to the possible increase in project size.

Vice President Brandon asked if the Board needs to update direction given to Staff due to the increase in project size; Mr. Kennedy stated environmental analysis has to be done before any approval of the project.

President Johnson explained to the audience the savings increase with the increased project size.

Director Roberts asked for the original size and the new project size to be presented to the Board before approval, noting the quicker it can be done the better due to rising interest rates.

Mr. Bartz gave the rationale behind getting preapproval for a larger amount and stated he is also looking at other sources of funding, including a local bank and State of Revolving Fund.

President Johnson stated contracts are being reviewed and progress is being made.

Mr. Palecki asked what the loan amount is. President Johnson stated the loan amount has not been determined; the Board will have to have a discussion about what will be put into the project.

Mr. Tuck asked what the savings will be. President Johnson stated \$9.7 million in savings, although the figure will change with changes in interest rates.

7. **Review of Action Items**

None

8. **Committee Reports**

- a. **Engineering Committee (Standing)** – The Committee meets Wednesday, August 28, 2013 at 3pm in the District office.

- b. **Parks, Recreation & Street Lighting Committee (Standing)** – The Committee’s next meeting is September 12, 2013 and is a special meeting. President Johnson explained committee meeting procedure and reasons for rescheduling to the audience.
  - c. **Finance Committee (Standing)** – The Committee will meet September 10, 2013 in the District office. The last meeting included routine audit entrance counseling by the auditor. The auditor will be back for the actual audit beginning August 26, 2013 with the final audit sometime in November. The Committee will review the audit results in October and present them to the Board.
  - d. **Government Affairs Committee (Standing)** – The Committee did not meet this month. The next meeting is scheduled for September 11, 2013 at 3pm in the District office.
  - e. **Waste Management Committee (Standing)** – The Committee met on August 15, 2013 and discussed the letter to Supervisor Lovingood.
  - f. **Adjudication Committee (Ad Hoc)** – President Johnson explained to the audience what ad hoc committees are. Director Roberts stated this committee is regarding the Antelope Valley adjudication. A closed session meeting is scheduled for August 27, 2013 at 6pm to discuss phase 5 District stance and positioning and what the trial will concern.
  - g. **Surplus Inventory Committee (Ad Hoc)** – An agreement for the purchase of surplus equipment is being drafted.
  - h. **Alternative Energy Committee (Ad Hoc)** – There will be a meeting in the next few weeks.
  - i. **El Mirage Annexation Committee (Ad Hoc)** – Meeting scheduled for next Tuesday with Mr. Hoffman, a consultant, to discuss annexation. President Johnson explained the annexation area and process to the audience.
9. **Staff and General Manager’s Report**  
Mr. Bartz discussed water production ramp down and ways to address issues associated with it both now and in the future.
- Mr. Bartz recommended submitting a short form application into the project queue for storm water retention and recharge to Mojave Water Agency.
- A discussion was held concerning ramp down percentages and rationale behind additional ramp downs.
- Mr. Tuck asked if it was cheaper to pump water than to purchase it. President Johnson and Mr. Bartz stated it is and gave the figures.
- Ms. Farquhar asked if water comes from District wells and not from El Mirage wells. Mr. Bartz clarified that water currently is from District Wells and explained that the District is not looking to use water rights in El Mirage for use in the District. Mr. Bartz also explained that water from the Dairy could not be used to benefit El Mirage as it is not in the District.

10. **Reports**

a. **Director’s Report**

**Morrisette** – Mr. Morrisette mentioned the Friends in Sight event hosted by the Timberline Lions Club to be held in the Phelan Community Center on August 24, 2013.

Mr. Tuck asked for clarification of the numbers of eyeglasses given out at the last event.

**Roberts** – Director Roberts had no additional comments.

**Brandon** – Vice President Johnson mentioned the first District sponsored Senior Luncheon will be held at the Phelan Senior Center on September 4, 2013 and in Piñon Hills on September 19, 2013. Phelan Family Fun Day is Saturday, September 14, 2013.

**Fahrlender** – Director Fahrlender had no additional comments.

- b. **President’s Report** – President Johnson clarified his statement on the August 4, 2013 Minutes regarding the water rights, and thanked the audience for their questions, comments, and attendance.

**11. Correspondence/Information**

Victor Valley Daily Press article on the District solar project.

**Set Agenda for Next Meeting** – The next Board Meeting is September 4, 2013.

- Directors Morrissette and Fahrlender will not be in attendance
- Reading of Ordinance 2013-01
- Discussion and Possible Selection of Candidates for ACWA Region 9 Board
- Discussion and Approval of Blanket Purchase Order for 2013/2014 Electrical Work
- Solar Update with Possible Review of Solar Contract
- Schedule special workshop meeting on September 11, 2013 to discuss objectives for the year

Ms. Scherubel asked why ad hoc committees were not open. Mr. Kennedy explained the purpose of ad hoc committees.

Director Fahrlender asked if admittance to ad hoc committees could be refused; Mr. Kennedy stated it can.

Mr. Tuck asked what will happen with the Dairy land. President Johnson stated Mr. Bartz has been charged with turning it into an asset.

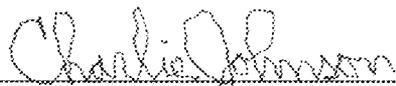
Ms. Scherubel asked if the ad hoc Adjudication Committee could be changed to standing. Director Fahrlender stated if it were, it would have to be a closed session.

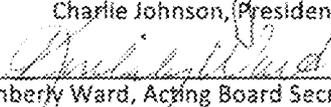
Ms. Allen asked if the Adjudication Committee will be changed to a standing committee after LAFCO decision comes back. President Johnson stated ad hoc committees have a very specific purpose and the committee would dissolve when no longer necessary. He noted the Board receives input from MAC meetings. Mr. Kennedy noted recommendations from the Committee will be made to the Board during open session.

Ms. Farquhar requested clarification of what part of El Mirage would be annexed; President Johnson stated the District is requested the portion containing the Dairy.

**Adjourn**

With no further business, the Board Meeting was adjourned at 9:31 p.m.

  
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 Charlie Johnson, President

  
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 Kimberly Ward, Acting Board Secretary

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