

## **REGULAR BOARD MEETING MINUTES**

January 24, 2024 – 5:00 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Chuck Hays, President  
Greg Snyder, Vice President  
Deborah Philips, Director  
Mark Roberts, Director

**Board Members Absent:** Rebecca Kujawa, Director

**Staff Present:** Don Bartz, General Manager  
Lori Lowrance, Assistant General Manager/CFO  
George Cardenas, Engineering Manager  
Kim Sewy, HR & Solid Waste Manager/District Clerk  
David Noland, Finance Supervisor  
Chris Cummings, Assistant Water Operations Manager  
Jen Oakes, Executive Management Analyst

**District Counsel:** Steve Kennedy, General Counsel

### **REGULAR BOARD MEETING – 5:00 P.M.**

#### **Call to Order**

President Hays called the meeting to order at 5:00 p.m. and the Pledge of Allegiance was conducted.

#### **Roll Call**

All but Director Kujawa were present at Roll Call.

#### **1) Approval of Agenda**

Director Philips moved to approve the Agenda. Director Snyder seconded the motion. Motion carried 4-0.

#### **2) Public Comment**

a) **General Public** – Public comment was given by Don Slater.

##### **b) Community Reports**

- **State Representative** – Victor Hernandez, Field Representative for State Senator Roscilicie Ochoa-Bogh, provided a legislative update.
- **County Supervisor** – Sam Shoup, Constituent Services Director for Supervisor Paul Cook, noted the board contract for homeless services to help with encampments, and noted that Brendon Biggs has retired as Director of Public Works.

**3) Consent Items**

Director Roberts moved to approve the consent items. Vice President Snyder seconded the motion. Motion carried 4-0.

**4) Matters Removed from Consent Items – None****5) Presentations/Appointments – None****6) Continued/New Agenda Items****a) Discussion & Possible Action Regarding the District's Auditor Selection Process**

Staff Recommendation: For the Board to review the proposals received for District auditing services and to determine how to proceed with the selection process.

Mr. Bartz introduced this item.

Director Philips moved to accept the Finance Committee recommendation to contract with C.J. Brown & Company and to direct staff to execute the agreements. Director Roberts seconded the motion. Motion carried 4-0.

**b) Update on Solid Waste Program Implementation**

Staff Recommendation: None

Ms. Sevy provided an update on this item.

No action taken; not an action item.

**c) Update on the Proposed Civic Center & Phelan Park Expansion**

Staff Recommendation: None

Mr. Cardenas provided an update on this item.

No action taken; not an action item.

**7) Committee Reports/Comments**

a) **Engineering Committee (Standing)** – Met and reviewed the preliminary CIP for the budget and received a progress report on wells and system repairs.

b) **Finance Committee (Standing)** – Met and reviewed the auditor proposals.

c) **Legislative Committee (Standing)** – Scheduled to meet on March 12, 2024.

d) **Parks, Recreation & Street Lighting Committee (Standing)** – Met and reviewed the 10-Year CIP, and received updates on the events, park expansion, farmers market, and community garden.

e) **Waste & Recycling Committee (Standing)** – Met and reviewed the CIP, upcoming events, the presentation given to the Board, and reviewed the preliminary rates.

**8) Staff and General Manager's Report**

Nothing further to report.

9) **Reports**

a) **Director’s Report**

**Philips** – Attended ASBCSD where Sheriff Dicus was the speaker.

**Roberts** – Nothing to report.

**Snyder** – Nothing to report.

b) **President’s Report** – Nothing to report.

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

11) **Review of Action Items**

a) **Prior Meeting Action Items** – None

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

12) **Set Agenda for Next Meeting**

- Regular Board Meeting – February 14, 2024.

13) **Recess to Closed Session**

The Board recessed to Closed Session at 5:50 p.m.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: 17900 Sheep Creek Road, El Mirage, California (APN 0457-161-83 & 0457-161-83)

District Negotiator: Donald J. Bartz, General Manager; Steven M. Kennedy, General Counsel

Negotiating Party: Circle Green, Inc.

Under Negotiation: Price & Terms of Purchase

14) **Return to Open Session** – Announcement of Reportable Action

The Board returned to open session at 6:03 p.m. President Hays reported that an ad hoc committee consisting of President Hays and Vice President Snyder was created to discuss the terms of purchase; no other reportable action was taken.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:03 p.m.

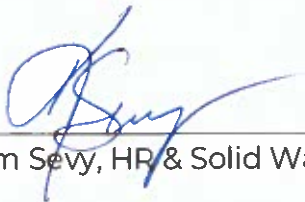
Agenda materials can be viewed online at [www.pphcsd.org](http://www.pphcsd.org)



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Chuck Hays, President of the Board



\_\_\_\_\_  
Date



\_\_\_\_\_  
Kim Sewy, HR & Solid Waste Manager/District Clerk



\_\_\_\_\_  
Date

