

REGULAR BOARD MEETING MINUTES

February 8, 2023

Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Rebecca Kujawa, President
Mark Roberts, Vice President
Kathy Hoffman, Director
Chuck Hays, Director
Greg Snyder, Director

Board Members Absent: None

Staff Present: Don Bartz, General Manager
George Cardenas, Engineering Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Sean Wright, Water Operations Manager
Chris Cummings, Assistant Water Operations Manager
Jennifer Oakes, Executive Management Analyst

District Counsel: Steve Kennedy, General Counsel (Zoom)

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order

President Kujawa called the meeting to order at 5:06 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Director Snyder moved to approve the Agenda. Director Hoffman seconded the motion.
Motion carried 5-0.

2) Public Comment

a) General Public

Public comment was provided by Deborah Philips, Peter Barnes, and an unidentified member of the public.

b) Community Reports

- **County Supervisor** – Sam Shoup, Field Representative for Supervisor Cook, provided an update on the status of the Western Joshua tree.

3) **Consent Items**

Vice President Roberts moved to approve the Consent Items. Director Hoffman seconded the motion. Motion carried 5-0.

4) **Matters Removed from Consent Items**

None

5) **Presentations/Appointments**

None

6) **Continued/New Agenda Items**

a) **Discussion & Possible Adoption of Resolution No. 2023-05; Authorizing Remote Teleconference Meetings for the Period of February 9, 2023, to March 1, 2023**

Staff Recommendation: For the Board to adopt Resolution No. 2023-05; Authorizing Remote Teleconference Meetings for the Period of February 9, 2023, to March 1, 2023, should the Board desire to continue holding remote teleconference meetings under AB 361.

Ms. Sevy presented this item.

Director Snyder moved to approve the staff recommendation. Director Hoffman seconded the motion. Motion carried 4-0, with Vice President Roberts abstaining.

b) **Discussion & Possible Adoption of Resolution No. 2023-06; Modifying Section 2300 “Parks & Recreation Rates & Fees” of Policy No. 2000 “Comprehensive Schedule of Rates, Fees & Charges for District Services”**

Staff Recommendation: For the Board to adopt Resolution No. 2023-06; Modifying Section 2300 “Parks & Recreation Rates & Fees” of Policy No. 2000 “Comprehensive Schedule of Rates, Fees & Charges for District Services.

Ms. Sevy presented this item.

Director Hoffman moved to approve the staff recommendation. Director Hays seconded the motion. Motion carried 4-1 with Vice President Roberts opposed.

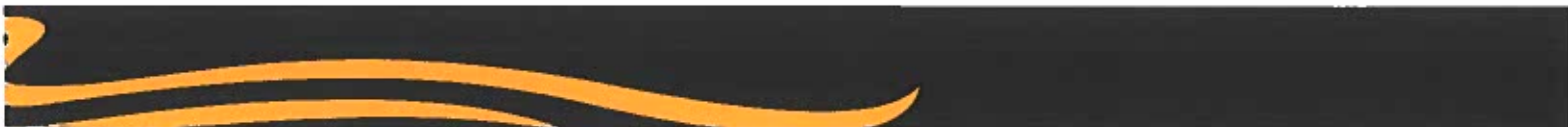
c) **Review & Discussion Regarding Resolution No. 2022-01; Establishing Policies for Board Conduct Amongst Directors and with Staff**

Staff Recommendation: For the Board to review Resolution No. 2022-01; Establishing Policies for Board Conduct Amongst Directors and with Staff.

Mr. Bartz presented this item.

Public comment on this item was given by Cheryl Rhoden.

The Board reviewed the policy; no changes were made.



d) **Review & Discussion Regarding Ordinance No. 2020-01; Setting Compensation for the District's Board of Directors**

Staff Recommendation: For the Board to review Ordinance No. 2020-01; Setting Compensation for the District's Board of Directors and determine if any modifications are desired.

Mr. Bartz introduced this item.

Public comment on this item was given by Peter Barnes.

Consensus of the Board was to bring the policy back next.

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

Staff Recommendation: None

Mr. Cardenas provided an update.

No action taken; not an action item.

7) **Committee Reports/Comments**

- a) **Engineering Committee (Standing)** – Meets next week.
- b) **Finance Committee (Standing)** – Met and reviewed disbursements and discussed the budget process.
- c) **Legislative Committee (Standing)** – Has not met.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Met and reviewed committee roles and responsibilities, and reviewed the CIP.
- e) **Waste & Recycling Committee (Standing)** – Met and reviewed committee roles and responsibilities, the quarterly report, and recapped the community meeting.

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

Nothing further to report.

9) **Reports**

a) **Director's Report**

Hoffman – Nothing to report.

Roberts – Nothing to report.

Hays – Nothing to report.

Snyder – Nothing to report.

b) **President's Report** – A written report was in the packet.

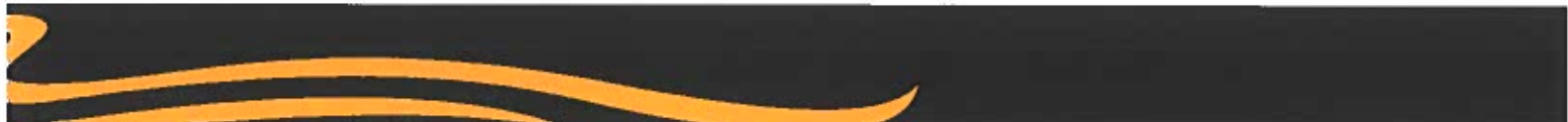
10) **Correspondence/Information** – The items in the packet were noted.

11) **Review of Action Items**

a) **Prior Meeting Action Items** – Complete except for the Civic Center timeline

b) **Current Meeting Action Items**

- Gantt chart, or similar, for Civic Center Project



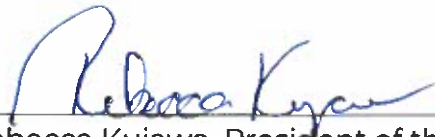
12) **Set Agenda for Next Meeting**

- Budget Workshop – February 15, 2023, 5:00pm
- Special Board Meeting – February 22, 2023, 4:00 p.m.
- Regular Board Meeting – February 22, 2023, 5:00 p.m.

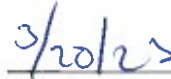
13) **Adjournment**

With no further business before the Board, the meeting was adjourned at 5:57 p.m.

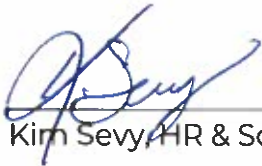
Agenda materials can be viewed online at www.pphcsd.org



Rebecca Kujawa, President of the Board



Date



Kim Sevy, HR & Solid Waste Manager/District Clerk



Date

