

## **SPECIAL BOARD WORKSHOP MINUTES**

April 5, 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  
Lori Lowrance, Assistant General Manager/CFO  
George Cardenas, Engineering Manager  
Sean Wright, Water Operations Manager  
Chris Cummings, Assistant Water Operations Manager  
Steve Lowrance, Parks Supervisor  
David Noland, Finance Supervisor  
Jennifer Oakes, Executive Management Analyst  
Aimee Williams, Asst. Board Clerk/Administrative Specialist

### **SPECIAL BOARD WORKSHOP – 5:00 P.M.**

#### **Call to Order**

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

#### **Roll Call**

All Directors were present at roll call.

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

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

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

a) **General Public**  
None

#### **3) Presentation on Budget Impacts**

Mr. Noland gave a presentation on the budget and the impact of inflation on District costs.



Note: The presentation is available on the District's website.

No action taken; not an action item.

**4) Review of 2023/2024 Draft Budget**

Mr. Noland presented this item.

The Board reviewed the draft Budget.

No action taken; not an action item.

**5) Review of 10-Year Capital Improvement & Maintenance Plans**

Mr. Bartz introduced this item.

The Board reviewed the Capital Improvement & Maintenance plans.

No action taken; not an action item.

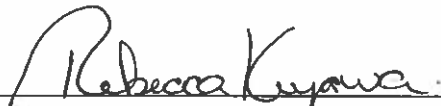
**6) Review of Action Items**

- Complete requested budget changes
- Bring approval of funds transfer to next Board meeting

**7) Adjournment**

With no further business before the Board, the meeting was adjourned at 6:44 p.m.

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

  
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Rebecca Kujawa, President of the Board

4/20/23  
\_\_\_\_\_  
Date

  
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Kim Sevy, HR & Solid Waste Manager/District Clerk

4/20/2023  
\_\_\_\_\_  
Date

