

SPECIAL PARKS, RECREATION & STREET LIGHTING COMMITTEE MEETING AGENDA

November 28, 2023 – 4:30 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

SPECIAL PARKS, RECREATION & STREET LIGHTING COMMITTEE – 4:30 P.M.

Call to Order – Pledge of Allegiance

Roll Call

- 1) **Approval of Agenda**
- 2) **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that may or may not be within the subject matter jurisdiction of the Board, but not listed on the agenda, may do so at this time. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.
- 3) **Approval of Minutes**
- 4) **Review & Discussion Regarding Parks and Recreation Events & Programs**
- 5) **Update Regarding Phelan Park Expansion**
- 6) **Update on Phelan Farmers Market**
- 7) **Update on Teaching Garden**
- 8) **Staff Report**
- 9) **Committee Comments**
- 10) **Review of Action Items**
 - a) Prior Meeting
 - b) Current Meeting
- 11) **Set Agenda for Next Meeting** – February 13, 2024
- 12) **Adjournment**



Mission Statement:

The Mission of the Phelan Piñon Hills Community Services District is to efficiently provide authorized services and maximize resources for the benefit of the community.

Authorized Services:

- Water
- Parks & Recreation
- Street Lighting
- Solid Waste & Recycling

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.

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

Remote Viewing:

To watch the livestream (view only – nonparticipating), visit our YouTube channel:

[PPHCSD YouTube Channel Link](#)

Remote Participation:

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District's website and then click the "Join Remote Meeting" option.

<https://www.pphcsd.org/meetings>

Please be advised that remote participation and livestreaming options are provided as a courtesy to the public and technical issues could occur, resulting in delays or the inability to participate remotely or livestream. It is recommended that you attend in person to ensure you are able to participate.

Written Comments:

You may also email your public comment to the Board Secretary at ksevy@pphcsd.org by the meeting start time listed on this agenda. Your comment will be added to the record by the Board Secretary.

Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing ksevy@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the "Agendas and Minutes" tab.

PARKS COMMITTEE MEETING MINUTES

August 8, 2023

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

Board Members Present: Rebecca Kujawa, President (Chair)
Greg Snyder, Director

Board Members Absent: None

Staff Present: Steve Lowrance, Parks Supervisor
Jennifer Oakes, Executive Management Analyst
Aimee Williams, Asst. Board Clerk/Administrative Specialist

Guests/Public: None

Call to Order

President Kujawa called the meeting to order at 4:30 p.m.

Roll Call

All Committee Members were present at Roll Call.

- 1) **Approval of Agenda**
Director Snyder moved to approve the Agenda. President Kujawa seconded the motion. Motion passed unanimously.
- 2) **Public Comment** – None
- 3) **Approval of Minutes**
Director Snyder moved to approve the Minutes. President Kujawa seconded the motion. Motion passed unanimously.
- 4) **Review & Discussion Regarding Parks and Recreation Events & Programs**
Mr. Lowrance reviewed the parks and recreation events and programs.
- 5) **Update Regarding Phelan Park Expansion**
Ms. Oakes provided an update on the grant for the park expansion project.
- 6) **Update on Phelan Farmers Market**
Mr. Lowrance provided an update on the farmer's market.
- 7) **Update on Teaching Garden**
Mr. Lowrance provided an update on the teaching garden.

8) **Staff Report**

A written report was included in the packet.

9) **Committee Comments**

None

10) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** – None

11) **Set Agenda for Next Meeting** – November 14, 2023

12) **Adjournment**

With no further business before the Committee, the meeting adjourned at 4:46 p.m.

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

★ 3RD ANNUAL ★
Christmas Tree
LIGHTING CEREMONY

★ Friday
★ Dec. 1, 2023

Phelan Park
4176 Warbler Rd

5:30 pm - Movie in the Park:
Rudolph the Red Nose Reindeer

5:50 pm - Serrano Choir Performance

6:15 pm - Santa Arrives

6:30 pm - Tree Lighting Ceremony
followed by Christmas Carol Singing

*Free Hot Chocolate
and Candy Canes*

Bring a toy to donate to the
SB County Fire Department's
Spark of Love Toy Drive

Join Us for Our

Merry Christmas

PAINTING CLASS



DECEMBER 2

9 AM
AGES 5 - 12



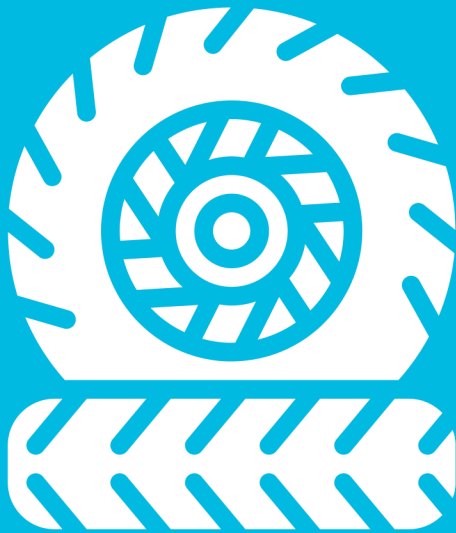
11 AM
AGES 13 AND UP

RSVP Required:
www.pphcsd.org/events
Phelan Senior Center
4128 Warbler Road
Phelan, CA
760-868-1212

FREE **Dec. 9,** 2023 TIREDAY

8 AM - 12 PM

Drop Off Location:
9828 Buckwheat Rd
Phelan, CA



**District residents only. Must show proof of residency. Limit of 9 tires per residence. Must be off rim. NO COMMERCIAL.*

Free Tire Collection

No Commercial Tires

Questions? Call 760-868-1212

CR&R
INCORPORATED
environmental services

CalRecycle



PHELAN PIÑON HILLS CSD
SOLID WASTE SERVICES



Christmas Baking Class



Come make
Christmas cookies at our
Kids Baking Class

Ages 5-17

December 9, 2023

10:00 a.m. - 12:00 p.m.

Phelan Senior Center
4128 Warbler Road
Phelan, CA

RSVP Required: www.pphcsd.org/sign-up-for-classes

**All minors must be accompanied by an adult.*



4176 Warbler Rd
Phelan, CA 92371
760-868-1212
www.pphcsd.org



Community Teaching Garden Classes

All Classes are
Held the Second Saturday of Each Month
Phelan Community Park
10 AM

January 14, 2023

Garden Design / Layout

July 8, 2023

Mulch/Watering Wisely

February 11, 2023

Starting Spring Seedlings

August 12, 2023

Feeding Plants

March 11, 2023

Building Raised Beds

September 9, 2023

Starting Winter Seedlings

April 8, 2023

Transplanting to
Garden Bed

October 14, 2023

Harvest / Storing
Vegetables and Fruits

May 13, 2023

Compost / Verma
Compost

November 11, 2023

Using a Greenhouse

June 10, 2023

Pest Control

December 9 2023

Tree Planting and Pruning

Parks, Recreation & Street Lighting Report October 2023

Introduction

The District Parks and Recreation Department operates and maintains community centers, senior centers, parks and streetlights. The District currently has two community centers, one located in Phelan and another in Pinon Hills. Adjacent to each of the centers are two parks that have playgrounds, basketball courts and shaded picnic tables. Parks and recreation are a vital component to any community. It not only adds beauty, but provides safe areas for activities of individuals, families, and groups. The parks are available for use from morning until dusk. The community centers are utilized for a wide range of activities and are available to the community for a small fee. The District currently offers several events and activities, and continues to work on various recreation ideas and continues to partner with local civic groups creating programs that are beneficial to the community at large.

The Parks and Recreation Department realizes the importance of long-range planning to preserve and protect our valuable assets and to allow for efficient use of resources for future growth. The efficient use of resources will allow the District to acquire, develop, operate, and maintain a park and recreation system which enriches the quality of life for residents and visitors alike, and preserves it for future generations. The District continues to develop a sustainable park system that will be supported by decisions that provide services at a sustainable rate, such as providing infrastructure that can be reasonably maintained while setting realistic targets on programs and services.

The District currently owns four vacant parcels for future parks and recreation facilities, a 55 acre parcel on Johnson Road, an 80 acre parcel on Sheep Creek Road, a 25 acre parcel on Chateau Road and a 4 acre parcel on Warbler Road that includes an adjacent 10 acre parcel off of Sahara Road.

The streetlights primarily service the business district of Phelan. There are also lights at strategic intersections to help in providing safety to the community. Expansion of the street lighting to other intersections is considered based upon a safety need, however the District does respect the San Bernardino County “Dark Sky” ordinance and encourages residents to do the same.

Monthly Activity Report

The following report details the number of community center rentals and activities for the month:

Location	Paid Rental	District Use	Donated Use
Phelan Community Center	6	10	8
Phelan Senior Center	5	1	16
Piñon Hills Community Center	10	0	6
Miscellaneous	0	0	0
Phelan Park	0	1	0

Events and Classes

The following is a brief summary of current parks and recreation events:

- Regular Parks Committee Meeting – November 14, 2023, 4:30 pm at Phelan C.C.
- Farmers Market – Mondays, 2:00 pm – 6:00 pm (summer hours at Phelan C.C.)
- Line Dancing – Every Friday, 9:00 am – 10:30 am at Phelan C.C.
- Senior Activities – Mondays & Thursdays Pinon Hills C.C. and Tuesdays & Fridays, Phelan C.C.
- Kids Baking Class – Saturday 10/21/2023 at 10:30 am. Phelan C.C.
- Kids Baking Class – Saturday 11/4/2023 at 10:30 am. Phelan C.C.
- Painting Class – Saturday 11/11/2023, Ages 5-12 at 9 am. Ages 13 and up at 11 am. Phelan C.C.
- Painting Class – Saturday 12/2/2023, Ages 5-12 at 9 am. Ages 13 and up at 11 am. Phelan C.C.
- Kids Baking Class – Saturday 12/9/2023 at 10:30 am. Phelan C.C.
- Gardening Class – Storing Fruits/Vegetables, Saturday 10/14/2023. At 10 am.
- Learn to Compost – Saturday 10/14/2023 at Phelan Park 11 am – 12 noon.
- Gardening Class – Using a Greenhouse, Saturday 11/11/2023. At 10 am.
- Gardening Class – Planting Trees and Pruning, Saturday 12/9/2023. At 10 am.
- (Learn to Garden classes are held at the Teaching Garden, just north of PPHCSD Office)

Projects/Activities in Process

- Parks Budget for 2023/2024 – Board approved, Fiscal year July 1, 2023 – June 30, 2024.
- Phelan Park Expansion Project – Design with phase planning has been addressed with the board, awaiting funding opportunities for the District owned parks properties east of Phelan Park – 4.22-acre parcel, APN 3066-261-08, and adjoining 10-acre parcel, APN 3066-251-14.
- Possible funding sources for the Phelan Park expansion project are in process and ongoing.
 - American Rescue Program Act (ARPA) Funds - The county has preliminarily approved \$457,194 in ARPA funds for construction of certain parks elements. The contract was approved by the District's Board on 3/8/2023 and was submitted to the County and is awaiting Board of Supervisors for ratification, expected 2023.
- Parks Master Plan – Action plan needs are being implemented and are ongoing.