

PARKS, RECREATION & STREET LIGHTING COMMITTEE MEETING AGENDA

April 12, 2022 – 4:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF AB361, WHICH EFFECTIVE OCTOBER 1, 2021, MODIFIED CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT WITH RESPECT TO REMOTE TELECONFERENCE BOARD MEETINGS DURING PERIODS OF STATE-DECLARED EMERGENCIES.

Pursuant to AB361, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, the Phelan Pinon Hills Community Services District will hold this meeting of its Board of Directors both in-person at the above location and via teleconference or video conference. Members of the public may watch and participate in the meeting by physical attendance or by Zoom or telephone conference via the remote instructions below.

REMOTE PARTICIPATION INFORMATION:

Dial-in

(720) 707-2699
Meeting ID: 822 3340 6207
Passcode: 573005

Zoom

<https://us06web.zoom.us/j/82233406207?pwd=RFdSMmc0TVhBd3dPVFNxSkIBODcyOT09>
Meeting ID: 822 3340 6207
Passcode: 573005

One-Tap Mobile

+17207072699,,82233406207#

Remote Comment Procedure:

- You will be muted until you are called on during the public comment period.
- You will be recognized by the last 4 digits of your phone number or Zoom ID and asked if you have a comment.
 - If you do not have a comment, state “no comment.”
 - If you do have a comment, please state your name, where you live, and limit your comment to 5 minutes. After 5 minutes you may be muted so that others can comment.
- You may also email your public comment to the Board Secretary at kward@pphcsd.org by 4:00 p.m. on April 12, 2022. Your comment will be read into 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 kward@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the “Agendas and Minutes” tab.



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*

PARKS, RECREATION & STREET LIGHTING COMMITTEE MEETING – 4:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call1) **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. *If you are attending remotely and you wish to address the Board, please do so by the method listed on the first page of this agenda.* 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**5) **Update Regarding Phelan Park Expansion**6) **Update on Phelan Farmers Market**7) **Update on Community Garden**8) **Staff Report**9) **Committee Comments**10) **Review of Action Items**

- a) **Prior Meeting**
- b) **Current Meeting**

11) **Set Agenda for Next Meeting** – July 12, 202212) **Adjournment**

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 <http://www.pphcsd.org>

SPECIAL PARKS COMMITTEE MEETING MINUTES

January 11, 2022
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Rebecca Kujawa, President (Chair)
Charlie Johnson, Director (Zoom)

Board Members Absent: None

Staff Present: Steve Lowrance, Parks Supervisor
Kim Ward, HR Manager/Executive Secretary (Zoom).
Aimee Williams, Administrative Technician II

Guests/Public: None

Call to Order

President Kujawa called the meeting to order at 4:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

Director Johnson moved to approve the Agenda. President Kujawa seconded the motion. Motion passed unanimously.

2) **Public Comment** – None

3) **Approval of Minutes**

Director Johnson moved to approve the Minutes. President Kujawa seconded the motion. Motion passed unanimously.

4) **Review of Committee Roles & Responsibilities**

The Roles & Responsibilities were reviewed. Updates were requested in the Responsibility section and the Specific Tasks/Goals section.

5) **Review of Parks & Recreation Capital Improvement & Maintenance Plan**

The Committee reviewed the CIP and Maintenance Plan; no recommended changes.

6) **Review & Discussion Regarding Parks & Recreation Events**

Discussion regarding hosting a town hall meeting again this year. There are plans to schedule a town hall meeting in the fall when the weather is cooler.

Discussion regarding concert series and whether or not it is valuable to the community and cost-effective to the District to continue to hold concerts throughout the summer months. Attendance last summer was between 30 and 50 people at the concerts. Will be discussed more at a future meeting.

Discussion regarding movie nights. Events were held through December and attendance dropped off substantially when the weather got too cold. Movie events are planned this year from June through September.

7) **Update Regarding Phelan Park Expansion**

Waiting to hear from the state regarding the District's strengths/weaknesses and possible reasons why grant funding wasn't awarded.

8) **Update on Phelan Farmers Market**

Mr. Lowrance reported that this week's market was the first one back after the holidays and it appeared busy.

Director Johnson asked if there is a report that shows how well the market is doing. He recommended an annual report or presentation from Rowena on how successful the market has been.

9) **Update on Community Garden**

Classes are scheduled for 2022. Attendance is around 12 people per class.

10) **Staff Report**

Nothing further.

11) **Committee Comments**

Nothing further.

12) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** –

- Update Roles & Responsibilities
- Annual Farmer's Market Report from Rowena

13) **Set Agenda for Next Meeting** – April 2022

- MOU with Snowline

14) **Adjournment**

With no further business before the Committee, the meeting adjourned at 4:42 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>