

## **REGULAR BOARD MEETING MINUTES**

March 25, 2026 – 5:00 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Rebecca Kujawa, President  
Jeanna Mills, Vice President  
Chuck Hays, Director  
Deborah Philips, Director  
Greg Snyder, Director

**Board Members Absent:** None

**Staff Present:** Don Bartz, General Manager  
George Cardenas, Asst. General Manager/Engineering Manager  
Jennifer Oakes, Board Clerk/Parks Manager  
Chris Cummings, Asst. Water Operations Manager

**District Counsel:** Wes Miliband, General Counsel

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

#### **Call to Order**

President Kujawa called the meeting to order at 5:01 p.m. and the Pledge of Allegiance was conducted.

#### **Roll Call**

All Directors, with the exception of Director Hays were present at roll call. Director Hays arrived during the Pledge of Allegiance.

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

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

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

##### **a) General Public**

- Community members Chris Hale, Ann Hale, and Debbie McAffie all provided comments regarding a proposed gas station to be located on Hwy 138 and invited the public to attend the 2nd County of San Bernardino Board of Supervisors appeal hearing being held on May 19, 2026 in opposition of the proposed station.

**b) Community Reports**

- County of San Bernardino Fire Captain Brent Cannon provided call statistics for the months of February and March. He also provided an overview of the newly instituted EMT program at Serrano High School.
- County of San Bernardino Sheriff Sergeant Necochea provided call statistics for Phelan and Pinon Hills and answered questions regarding response time due to the Phelan Road bridge closure.
- County of San Bernardino Sheriff Captain Ryan Smith introduced himself and provided his professional background.
- Sam Shoup with the County of San Bernardino Supervisor Paul Cook's office provided an update

**3) Consent Items**

Vice President Mills moved to approve the Consent Items. President Kujawa 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 and Possible Adoption of Resolution 2026-07: Adopting Policy 2101 – Heat Illness Prevention**

*Staff Recommendation: Staff recommends that the Board of Directors adopt the attached Resolution 2026-07 adopting Policy 2101 – Heat Illness Prevention*

President Kujawa moved to adopt Resolution 2026-07: Adopting Policy 2101 – Heat Illness Prevention. Director Philips seconded the motion. Motion carried 5-0.

**b) Discussion and Possible Adoption of Resolution 2026-06: Adopting Policy 2205 – Lactation Accommodation Policy**

*Staff Recommendation: Staff recommends that the Board of Directors adopt the attached Resolution 2026-06 adopting Policy 2205 – Lactation Accommodation Policy*

Director Philips moved to adopt Resolution 2026-06: Adopting Policy 2205 – Lactation Accommodation Policy. Director Snyder seconded the motion. Motion carried 5-0.

**c) Update on District Projects**

- Mr. Cummings provided an update on the construction of Well 16 and Well 18, storm damage repairs timeline and status.
- Mr. Cardenas, provided an update on the construction of the Civic Center building, Phelan Park Enhancement, and future Phelan Park Expansion. Mr. Cardenas also provided additional information regarding the repair timeline of the Phelan Road Bridge.

No action taken; not an action item.

#### 7) **Committee Reports/Comments**

- a) **Engineering Committee (Standing)** – Nothing to report, did not meet.
- b) **Finance Committee (Standing)** – Nothing to report, meets March 31, 2026.
- c) **Legislative Committee (Standing)** – Director Philips advised the Board of the upcoming Legislative Days trip to Sacramento.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Nothing to report, did not meet.
- e) **Waste & Recycling Committee (Standing)** – Nothing to report, did not meet.

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

Nothing further to report.

#### 9) **Reports**

##### a) **Director's Report**

**Hays** – Nothing to report.

**Mills** – Nothing to report.

**Philips** – Nothing to report.

**Snyder** – Nothing to report.

- b) **President's Report** – President Kujawa advised that she would be submitting a written report for the next packet, but gave a brief report of her attendance at the March 16, 2026 ASBCSD dinner and the presentation given.

#### 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** – The Board requested a presentation showcasing an overview of the hydraulic model.

#### 12) **Set Agenda for Next Meeting**




- April 8, 2026 – By consensus, the Board agreed to cancel the April 8, 2026 Regular Board Meeting due to anticipated limited attendance, as two Directors will be attending a conference.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 5:46 p.m.

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

  
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Jennifer Oakes, Board Clerk

3/27/24  
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Date

