

## **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](http://www.pphcsd.org)

