

SPECIAL BOARD MEETING MINUTES
May 6, 2026 – 5:15 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: George Cardenas, Asst. General Manager/Engineering Manager
Jennifer Oakes, Board Clerk/Parks Manager
Chris Cummings, Asst. Water Operations Manager
Angelica Ahumada, Finance Specialist

District Counsel: Wes Miliband, General Counsel

SPECIAL BOARD MEETING – 5:15 P.M.

Call to Order

President Kujawa called the meeting to order at 5:19 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Closed Session Item No. 13 was removed from the agenda at the request of Mr. Cardenas. Director Philips moved to approve the Agenda. Director Snyder seconded the motion. Motion carried 5-0.

2) Public Comment

a) General Public

None

b) Community Reports

None

3) Consent Items

Director Philips requested to pull Item 3b from the Consent Calendar for discussion.

Director Snyder moved to approve the Consent Items, excluding Item 3b. Director Hays seconded the motion. Motion carried 5-0.

4) Matters Removed from Consent Items

Following discussion, no action was taken.

5) Presentations/Appointments

None

6) Continued/New Agenda Items**a) Discussion and Possible Acceptance of the Proposed 2026/2027 Solid Waste Collection Rates**

Staff Recommendation: Staff recommends the Board review and accept the proposed 2026/2027 residential and commercial solid waste rate collection rates.

Ms. Oakes introduced this item.

Director Snyder moved to approve the proposed 2026/2027 residential and commercial solid waste rate collection rates. Director Philips seconded the motion. Motion carried 5-0.

b) Discussion and Possible Action to Approve Civic Center Project Request Change Order 005: Parking Lot Rehabilitation Extension

Staff Recommendation: Staff recommends that the Board of Directors approve a change order to the Civic Center Project construction contract to extend the rehabilitation of the Phelan Park parking lot to the current limits of the Phelan Park Enhancement Project for \$127,134.57.

Mr. Cardenas introduced this item.

President Kujawa moved to approve Change Order 005: Parking Lot Rehabilitation Extension. Director Hays seconded the motion. Motion carried 5-0.

c) **Consideration and Possible Approval of Board Member Travel/Training Requests Exceeding Annual Limit**

Staff Recommendation: Staff recommends that the Board of Directors review and consider the submitted Board Member Travel/Training Requests and provide direction regarding approval of expenses exceeding the annual reimbursement limit established by District policy.

Ms. Oakes introduced this item.

Vice President Mills moved to approve Director Philips' attendance at the May 18, 2026 and June 15, 2026 ASBCSD membership meetings and to provide tentative approval for registration for the August 2026 CSDA Annual Conference, contingent upon the conference registration expense being journal entered into the following fiscal year. If the expense cannot be moved to the following fiscal year, registration shall be deferred until after July 1, 2026. Director Hay seconded the motion. Motion carried 5-0.

d) **Update on District Projects**

- Mr. Cardenas provided an update on the construction of the Civic Center building, Phelan Park Enhancement, and future Phelan Park Expansion.

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, did not meet.
- c) **Legislative Committee (Standing)** – Director Philips gave a brief update regarding the advocacy trip to Sacramento during CSDA Legislative Days.
- 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**

Mr. Cummings provided an update regarding storm damage repairs and progress made.

9) **Reports**

- a) **Director's Report** – Nothing further to report.
- b) **President's Report** – Nothing further to report.

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 that staff provide an update at the next Board meeting regarding the Civic Center project contingency, including the status credits and expenses included within the contingency.
- The Board requested that staff provide a future presentation regarding Parks revenue accumulation and the District's process for identifying, pursuing, and obtaining grant funding opportunities.

12) **Set Agenda for Next Meeting**

- May 27, 2025

13) **Recess to Closed Session**

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
(Paragraph (2) of subdivision (d) of Gov. Code § 54956.9)
Significant exposure to litigation: Three potential cases

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Gov. Code § 54957)
Title: General Manager

14) **Return to Open Session – Announcement of Reportable Action**

No closed session was held.

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:01 p.m.

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



Jennifer Oakes, Board Clerk

5/6/26

Date