

REGULAR BOARD MEETING MINUTES

June 10, 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: George Cardenas, Asst. General Manager/Engineering Manager
Jennifer Oakes, Board Clerk/Parks Manager
Chris Cummings, Asst. Water Operations Manager
David Noland, Finance Supervisor
Angelica Ahumada, Finance Specialist

District Counsel: Wes Miliband, General Counsel

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order

President Kujawa called the meeting to order at 5:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

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

None

b) Community Reports



- County Supervisor - Sam Shoup, with County of San Bernardino Supervisor Paul Cook's office, provided updates regarding County of San Bernardino.
- Sheriff - Captain Struebing, with the County of San Bernardino Sheriff's Department, introduced himself as the new area captain and provided local call statistics for the month of May.

3) Consent Items

Director Snyder moved to approve the Consent Items. Director Hays seconded the motion. Motion carried 5-0.

4) Matters Removed from Consent Items

None

5) Presentations/Appointments

Jennifer Oakes, Board Clerk/Parks Manager, and David Noland, Finance Supervisor -Park Funding and Grant Opportunities

6) Continued/New Agenda Items

a) **Public Hearing Regarding the 2025 Mojave Regional Urban Water Management Plan as it Applies to the Phelan Piñon Hills Community Services District, Including the District's Water Shortage Contingency Plan**

Staff Recommendation: Staff recommends that the Board of Directors hold the required public hearing regarding the 2025 Mojave Regional Urban Water Management Plan as it applies to the Phelan Piñon Hills Community Services District, including the District's Water Shortage Contingency Plan.

President Kujawa declared the Public Hearing open at 5:35 p.m.

1) Secretary's Report

Ms. Oakes reported the District received zero written comments relating to the 2025 Mojave Regional Urban Water Management Plan as it applies to the Phelan Piñon Hills Community Services District, including the District's Water Shortage Contingency Plan.

2) Staff Report

Urban Water Management Plans are prepared every five years by urban water suppliers to support long-term water resource planning, water supply reliability, demand forecasting, conservation planning, and drought preparedness.

The District has historically prepared and adopted its own Urban Water Management Plan. For the 2025 planning cycle, Mojave Water Agency

coordinated the preparation of the 2025 Mojave Regional Urban Water Management Plan. The regional plan includes regional chapters addressing water supplies, demands, and reliability, as well as individual retailer-specific chapters for participating urban water suppliers, including Phelan Piñon Hills Community Services District.

Although the plan is regional in format, each participating agency is responsible for considering the portions of the plan that apply to its own service area. For the District, this includes the applicable regional chapters, the District-specific chapter, the District's Water Shortage Contingency Plan, and all applicable appendices.

The purpose of this public hearing is to provide the Board and the public with an opportunity to receive information and provide comments regarding the 2025 Mojave Regional Urban Water Management Plan as it applies to the District's service area, including the District's Water Shortage Contingency Plan.

- 3) Public Comments
None

President Kujawa closed the Public Hearing at 5:39 p.m.

b) Discussion and Possible Adoption of the 2025 Mojave Regional Urban Water Management Plan as it Applies to the Phelan Piñon Hills Community Services District, including the District's Water Shortage Contingency Plan

Staff Recommendation: Staff recommends that the Board of Directors adopt Resolution No. 2026-14, approving and adopting the 2025 Mojave Regional Urban Water Management Plan as it applies to the Phelan Piñon Hills Community Services District, including the applicable regional chapters, the District-specific chapter, the District's Water Shortage Contingency Plan, and all applicable appendices.

Mr. Bartz introduced this item.

President Kujawa moved to adopt Resolution No. 2026-14. Director Philips seconded the motion. Motion carried 5-0.

c) Discussion and Possible Adoption of Resolution No. 2026-11; Establishing an Appropriations Limit for Fiscal Year 2026/2027

Staff Recommendation: Staff recommends the Board approve Resolution 2026-11; Establishing an Appropriations Limit for Fiscal Year 2026/2027.

Vice President Mills moved to approve the staff recommendation. Director Hays seconded the motion. Motion carried 5-0.

d) **Public Hearing on the 2026/2027 Budget**

President Kujawa declared the Public Hearing open at 5:42 p.m.

1) **Secretary's Report**

Mr. Bartz reported the District received zero written protests, objections, or comments on the proposed adoption of the final budget for 2026/2027.

2) **Attorney's Report on Action Taken Prior to this Hearing**

Mr. Miliband reported that the notice of public hearing was published in the Mountaineer Progress on May 21 and May 28, 2026. The notice was posted in the District office and on the District website on May 21, 2026. Copies of the 2026/2027 Budget have been made available in the District office and on the District website in accordance with applicable law.

3) **Staff's Report**

Mr. Bartz reported that the Board reviewed the draft budget detail at several public meetings, including the District Finance Committee meetings, workshops, and Board meetings held February 17, March 31, and April 14. The budget schedule was made available online, in the newspaper, and in the office to encourage public attendance.

Staff made changes, as recommended by the Board throughout the process, and the various draft budgets were made available to the public for review on the District website, in agenda packages, and in the District office.

4) **Public Comment, Protests, and Objections**

No public comments, protests, or objections were received.

Director Philips moved to close the Public Hearing. A roll call vote was conducted, and the motion passed by the following vote:

AYES: Snyder, Philips, Kujawa, Mills, Hays

NOES: None

President Kujawa declared the Public Hearing closed at 5:45 p.m.

e) **Discussion and Possible Adoption of Resolution 2026-12; Adopting the Budget for Fiscal Year Ending June 30, 2027**



Staff Recommendation: For the Board to adopt Resolution No. 2026-12; Adopting the Budget for Fiscal Year Ending June 30, 2027.

Mr. Bartz introduced this item.

Director Snyder moved to adopt Resolution 2026-12; Adopting the Budget for Fiscal Year Ending June 30, 2027. Director Philips seconded the motion. Motion carried 5-0.

f) **Discussion and Possible Adoption of Resolution No. 2026-10; Adopting Policy 2300 Community Support and Donations Policy**

Staff Recommendation: Staff recommends that the Board of Directors adopt Policy 2300 – Community Support and Donations Policy

Mr. Bartz introduced this item.

Director Mills moved to adopt Resolution 2026-10; Adopting Policy 2300 – Community Support and Donation Policy. President Kujawa seconded the motion. Motion carried 5-0.

g) **Discussion and Possible Adoption of Resolution No. 2026-13; Adopting Policy 5005; Grant Management and Compliance Policy**

Staff Recommendation: Staff recommends that the Board of Directors discuss and consider adoption of Resolution No. 2026-13, adopting Policy No. 5005, Grant Management and Compliance Policy.

Ms. Oakes introduced this item.

Director Snyder moved to adopt Resolution 2026-13; Adopting Policy 5005, Grant Management and Compliance Policy. Motion carried 5-0.

h) **Update on District Projects**

Mr. Cardenas introduced this item and provided comments regarding project updates for the Civic Center, Park Enhancement, and Park Expansion comments.

Mr. Cummings provided an update regarding construction of Wells 16 and 18, as well as an update on the satellite leak detection project being undertaken by staff.

No action taken; not an action item.

7) **Committee Reports/Comments**



- a) **Engineering Committee (Standing)** – Director Mills provided a verbal report of the Engineering Committee meeting on May 28, 2026.
- b) **Finance Committee (Standing)** – Nothing to report, did not meet.
- c) **Legislative Committee (Standing)** – Director Philips provided a verbal report regarding the Legislative Committee meeting on June 9, 2026.
- 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**

- 9) Mr. Bartz provided an extensive overview of the activities and history of the District's involvement with the property formerly known as the Meadowbrook Dairy. He also provided current information regarding the properties owners, Republic, and the project they are developing on the site to process green waste. He explained the District's interest in the property as well.

10) **Reports**

a) **Director's Report**

Nothing to report.

b) **President's Report**

Nothing to report

- 11) **Correspondence/Information** – The items in the packet were noted.

12) **Review of Action Items**

- a) **Prior Meeting Action Items** – Complete
- b) **Current Meeting Action Items** – None


13) **Set Agenda for Next Meeting**

- June 24, 2026

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 6:09 p.m.

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



Jennifer Oakes, Board Clerk

6/10/24

Date