

PARKS, RECREATION & STREET LIGHTING COMMITTEE MEETING AGENDA

February 14, 2023 – 4:30 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

(669) 444-9171
Meeting ID: 863 4743 9246
Passcode: 816462

Zoom

<https://us06web.zoom.us/j/86347439246?pwd=SmJyTy9USGdCdmd5M3FVbmlYUE9YUT09>
Meeting ID: 863 4743 9246
Passcode: 816462

One-Tap Mobile

+16694449171,,86347439246#

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 ksevy@pphcsd.org by the meeting start time listed on this agenda. 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 ksevy@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 – 4:30 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 & Programs**5) **Update Regarding Phelan Park Expansion**6) **Update on Phelan Farmers Market**7) **Update on Teaching Garden**8) **Staff Report**9) **Committee Comments**10) **Review of Action Items**

- a) Prior Meeting
- b) Current Meeting

11) **Set Agenda for Next Meeting** – May 9, 202312) **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 www.pphcsd.org

SPECIAL PARKS COMMITTEE MEETING MINUTES

January 10, 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: Don Bartz, General Manager
Kim Sevy, HR & Solid Waste Manager/District Clerk
Steve Lowrance, Parks Supervisor
Aimee Williams, Asst. Board Clerk/Administrative Specialist

Guests/Public: None

Call to Order

President Kujawa called the meeting to order at 4:37 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**

President Kujawa accepted the minutes.

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

The Roles & Responsibilities were reviewed; no recommended changes.

5) **Review of Strategic Plan – Parks Components**

The Parks section of the Strategic Plan was reviewed; no recommended changes.

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

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

- 7) **Review of Parks Rules & Regulations**
The Parks Rules & Regulations were reviewed by the committee. Discussion regarding how to address the increase in incidents taking place in the park after schools are released for the day. Staff will add money to the budget to cover the cost of hiring a parks security person.
- 8) **Staff Report**
Nothing further.
- 9) **Committee Comments**
None.
- 10) **Review of Action Items**
 - a) **Prior Meeting** – None
 - b) **Current Meeting** – Get costs for park security measures and add it to the Draft Budget for review.
- 11) **Set Agenda for Next Meeting** – February 14, 2023
- 12) **Adjournment**
With no further business before the Committee, the meeting adjourned at 5:07 p.m.

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

District Classes/Events 2023

Updated: 2/7/2023

Month	Event/Class	Date	Time	Info
January				
January	Teaching Garden	Saturdays 1/14/2023	10:00am	Garden Design/Layout
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
February				
February	Teaching Garden	2/11/2023	10:00am	Starting Spring Seedlings
	Coffee with Representatives	2/25/2023	11:30 am - 12:30pm	Phelan C.C.
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
March				
March	Teaching Garden	3/11/2023	10:00am	Building Raised Beds
	Community Cleanup/Free Tire Day	3/11/2023	8 am - 12 pm	CR&R Sevice Yard
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Cardio & Strength Fitness Class	Tuesdays 3/7, 3/14, 3/21, 3/28	10am	Pinon Hills C.C.
	Stretch & Balance Fitness Class	Tuesdays 3/7, 3/14, 3/21, 3/28	11am	Pinon Hills C.C.
	Mommy & Me Ballet	Fridays 3/3, 3/10, 3/17, 3/24 (no class 3/31)	9am	Pinon Hills C.C.
	Strength & Conditioning Fitness Class	Fridays 3/3, 3/10, 3/17, 3/24 (no class 3/31)	10am	Pinon Hills C.C.
	Public Information Meeting - Solid Waste	Thursday 3/17/2023	7pm-8:30pm	Phelan C.C. & Zoom
April				
April	Teaching Garden	4/8/2023	10:00am	Transplanting to Garden Bed
	Kids Baking Class	Saturday 4/1/2023	10:30 - 12 noon	PPHCSD
	Cardio & Strength Fitness Class	Tuesdays 4/11, 4/18, 4/25 (no class 4/4)	10am	Pinon Hills C.C.
	Stretch & Balance Fitness Class	Tuesdays 4/11, 4/18, 4/25 (no class 4/4)	11am	Pinon Hills C.C.

April (cont)				
April (cont)	Little League Opening Day - Parks Booth	4/1/2023	9am	Phelan Elementary
	Mommy & Me Ballet	Fridays 4/14, 4/21, 4/28, (no class 4/7)	9am	Pinon Hills C.C.
	Strength & Conditioning Fitness Class	Fridays 4/14, 4/21, 4/28, (no class 4/7)	10am	Pinon Hills C.C.
	Senior Line Dancing	9:00 AM	9:00 AM	Phelan C.C.
May				
May	Teaching Garden	5/13/2023	10:00am	Compost/Verma Compost
	Art Contest Awards	5/10/2023	5pm	Phelan C.C.
	Cardio & Strength Fitness Class	Tuesdays 5/2, 5/9, 5/16, 5/23, 5/30	10am	Pinon Hills C.C.
	Stretch & Balance Fitness Class	Tuesdays 5/2, 5/9, 5/16, 5/23, 5/30	11am	Pinon Hills C.C.
	Mommy & Me Ballet	Fridays 5/5, 5/12, 5/19, 5/26	9am	Pinon Hills C.C.
	Strength & Conditioning Fitness Class	Fridays 5/5, 5/12, 5/19, 5/26	10am	Pinon Hills C.C.
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
June				
June	Painting in the Park Classes w/ Shine Bright Paint	Thursdays 6/15, 6/22, 6/29	9am-10:30am/ 11am-12:30pm	Phelan Park
	Archery (ages 5 and up)	Thursdays 6/15, 6/22, 6/29	9am-11am	Mojave Archers
	Kids Jr. Ninja Class	TBD	9am Age 4-8 10am Age 9-15	High Desert Gymnastics
	Dance Classes in the Park (TBD)	Fridays	9am-11am	Phelan Park
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Movies in the Park - PPHCSD & Kiwanis	Fridays 6/9, 6/16, 6/23, 6/30	Dusk	Phelan Park
	Free Tire Day	Saturday 6/10/2022	8am-noon	CR&R Service Yard
	Teaching Garden	6/10/2023	10am	Pest Control

June (cont)				
	Kids Baking Class	Saturday 6/24/2023	10:30am-noon	Phelan Senior Center
	Concert in Phelan Park	TBD	6:00 PM	Phelan Chamber/PPHCSD
July				
	Teaching Garden	7/8/2023 Tuesdays	10am	Mulch/Watering Wisely
	Painting in the Park Classes w/ Shine Bright Paint	7/6, 7/13, 7/20, 7/27	9am-10:30am/ 11am-12:30pm	Phelan Park
	Dance Classes in the Park (TBD)	Fridays	9am-11am	Phelan Park
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Concert in Phelan Park	TBD	Cancelled	Phelan Chamber/Phelan Park
	Movies in the Park - PPHCSD & Kiwanis	Fridays 7/7, 7/14, 7/21, 7/28	Dusk	Phelan Park
August				
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Teaching Garden	8/12/2023	10:00 AM	Feeding Plants
Month	Event	Date	Time	Info
September				
	Teaching Garden	9/9/2023	10:00 AM	Starting Winter Seedlings
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Community Cleanup/Free Tire Day	Saturday 9/9/2023	8am-noon	CR&R Service Yard
October				
	Teaching Garden	10/14/2023	10:00 AM	Harvest/Storing Fruits & Veg.
	Kids Baking Class	10/21/2023	10:30am-noon	Phelan Senior Center
	Phelan Phun Day	TBD	9:00 AM	On Phelan Road
	Senior Line dancing	Fridays	9:00 AM	Phelan C.C.
November				
	Kids Baking Class	11/4/2023	10:30am-noon	Phelan Senior Center
	Painting Class	TBD	9am-10:30am/ 11am-12:30pm	Phelan Senior Center
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Teaching Garden	11/11/2023	10:00 AM	Using a Greenhouse
December				
	Tree Lighting Ceremony	12/2/2023	6pm	Phelan Park
	Senior Line Dancing	Fridays	9:00 AM	Phelan C.C.
	Teaching Garden	12/9/2023	10:00 AM	Planting Trees and Pruning
	Painting Class	TBD	9am - 10:30am 11am - 12:30pm	Phelan Senior Center
	Free Tire Day	Saturday 12/9/2023	8am-noon	CR&R Service Yard
	Kids Baking Class	12/9/2023	10:30am-noon	Phelan Senior Center



Spring fitness



Mommy &

Me Ballet

Join us for Mommy and Me Ballet Classes at the

Piñon Hills
Community Center

10433 Mountain Road
Piñon Hills

Every Friday @ 9 AM

- March 3, March 10, March 17, and March 24 (no class March 31)
- April 14, April 21, and April 28 (no class April 7)
- May 5, May 12, May 19, and May 26

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All attendees must bring a yoga mat, towel, and water bottle. Adult must accompany participating children.



4176 Warbler Road
Phelan, CA 92371
760-868-1212
www.pphcsd.org



Go Play
at the Park

Phelan Piñon Hills CSD Parks and Recreation



Phelan Piñon Hills CSD

Established 2008

Spring Fitness

Stretch &



Balance

Join us for Strength and Balance Training at the

Piñon Hills
Community Center

10433 Mountain Road
Piñon Hills

Tuesdays @ 11 AM

- March 7, March 14, March 21, and March 28
- April 11, April 18, and April 25 (no class April 4)
- May 2, May 9, May 16, May 23, and May 30

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All attendees must bring a yoga mat, towel, and water bottle. All ages welcome. Adult must accompany minor children.



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Go Play
at the Park
Phelan Piñon Hills CSD Parks and Recreation

Phelan Piñon Hills CSD
Established 2008



Spring Fitness

CARDIO & STRENGTH



Join us this Spring for Cardio and Strength Training at the

Piñon Hills Community Center

10433 Mountain Road
Piñon Hills

Every Tuesday @ 10 AM

- March 7, March 14, March 21, and March 28
- April 11, April 18, and April 25 (no class April 4)
- May 2, May 9, May 16, May 23, and May 30

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All attendees must bring a yoga mat, towel, and water bottle. All ages welcome. Adult must accompany minor children.



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**Go Play
at the Park**
Phelan Piñon Hills CSD Parks and Recreation



Phelan Piñon Hills CSD
Established 2008

Spring Fitness



STRENGTH &

Conditioning

Join us for Strength and Conditioning Training at the

Piñon Hills
Community Center

10433 Mountain Road
Piñon Hills

Fridays @ 10 AM

- March 3, March 10, March 17, and March 24 (no class March 31)
- April 14, April 21, and April 28 (no class April 7)
- May 5, May 12, May 19, and May 26

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All attendees must bring a yoga mat, towel, and water bottle. All ages welcome. Adult must accompany minor children.

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Phelan, CA 92371
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Go Play
at the Park

Phelan Piñon Hills CSD Parks and Recreation



Phelan Piñon Hills CSD

Established 2008



BERRY SWEET BAKING CLASS



Come learn how to make
Strawberry Shortcake at our
Kid's Baking Class

Ages 5 - 17

APRIL 1, 2023
10:00 AM - 12:00 PM

Phelan Senior Center
4128 Warbler Road
Phelan, CA

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All minors must be accompanied by an adult.



4176 Warbler Road
Phelan, CA 92371
760-868-1212
www.pphcsd.org





Pizza Party Baking Class

Come learn to make pizza at our
Kid's Baking Class

Ages 5 - 17

June 24, 2023

10:00 a.m. - 12:00 p.m.

Phelan Senior Center
4128 Warbler Road
Phelan, CA

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All minors must be accompanied by an adult.



4176 Warbler Road
Phelan, CA 92371



760-868-1212
www.pphcsd.org



**Go Play
at the Park**

Phelan Piñon Hills CSD Parks and Recreation





Come learn to make Mummy Hot Dogs and
Frankenstein Rice Crispy Treats at our

KIDS BAKING CLASS

Ages 5 - 17

October 21, 2023
10:00 a.m. - 12:00 p.m.

Phelan Senior Center
4128 Warbler Road
Phelan, CA

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All minors must be accompanied by an adult.



Go Play
at the Park

Phelan Piñon Hills CSD Parks and Recreation

4176 Warbler Road
Phelan, CA 92371
760-868-1212
www.pphcsd.org





Fall Baking Classes

**Come learn to make Mini
Apple Pies at our
Kids Baking Class**
Ages 5-17

**November 4, 2023
10:00 a.m. - 12:00 p.m.**

**Phelan Senior Center
4128 Warbler Road
Phelan, CA**

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All minors must be accompanied by an adult.



4176 Warbler Road
Phelan, CA 92371
760-868-1212
www.pphcsd.org



Community Teaching Garden Classes

All Classes are
Held the Second Saturday of Each Month
Phelan Community Park
10 AM

January 14, 2023

Garden Design / Layout

July 8, 2023

Mulch/Watering Wisely

February 11, 2023

Starting Spring Seedlings

August 12, 2023

Feeding Plants

March 11, 2023

Building Raised Beds

September 9, 2023

Starting Winter Seedlings

April 8, 2023

Transplanting to
Garden Bed

October 14, 2023

Harvest / Storing
Vegetables and Fruits

May 13, 2023

Compost / Verma
Compost

November 11, 2023

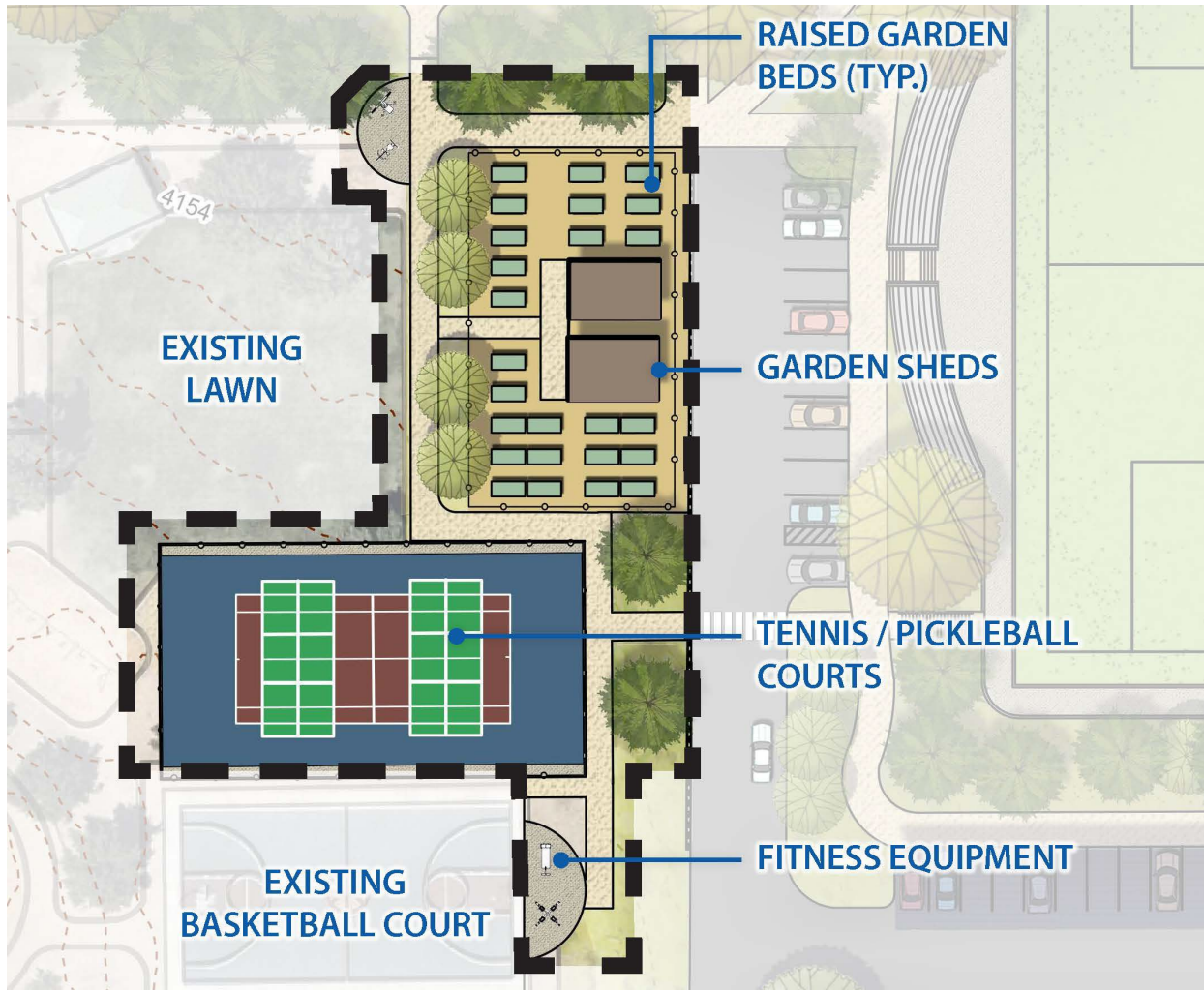
Using a Greenhouse

June 10, 2023

Pest Control

December 9 2023

Tree Planting and Pruning



Phelan Community Park

Cost Estimate

	Actual
Pre-Loaded Costs	\$ 789,400
Soft Cost (16% of Budget)	\$ 124,988
Construction Cost	\$ 789,400
GRAND TOTAL W/ Soft Costs	\$ 914,388

EXERCISE LOOP AND SITE PARK TRAIL ENHANCEMENTS

Reconfigure the Loop Trail	750	LF	\$20.00	\$ 18,000
Pedestrian Paving (4" concrete)	3,545	SF	\$20.00	\$ 85,080
Minor Grading and 3' Site Wall on East Side	200	LF	\$250.00	\$ 60,000
Outdoor Exercise Equipment (2 nodes)	2	EA	\$20,000.00	\$ 48,000
Trail Signage and Trail Art	1	LS	\$5,000.00	\$ 6,000
Trees (36" box) for Exercise Nodes and Waiting Area	6	EA	\$1,200.00	\$ 8,640
Shrubs / Groundcover (30% 1 Gal / 70% 5 Gal)	1,500	SF	\$3.50	\$ 6,300
Bark Mulch (3" Depth)	2,000	SF	\$0.40	\$ 960
Soil Amendments	2,000	SF	\$0.30	\$ 720
Irrigation	2,000	SF	\$3.50	\$ 8,400
AREA SUB TOTAL:				\$ 242,100

"GROWING KNOWLEDGE THROUGH COMMUNITY GARDENING"

Decomposed Granite Surfacing (4" depth)	7,200	SF	\$12.00	\$ 103,680
Pedestrian Paving (4" concrete)	429	SF	\$20.00	\$ 10,296
Garden Sign and Gateway Portals with Art	1	LS	\$7,500.00	\$ 9,000
Black Vinyl Fencing (6') and gate	320	LF	\$80.00	\$ 23,040
Trees (36" box)	4	EA	\$800.00	\$ 3,840
Raised Beds @ Garden (4'x10')	23	EA	\$500.00	\$ 13,800
Potting Topsoil	34	CY	\$45.00	\$ 1,840
Shrubs / Groundcover (30% 1 Gal / 70% 5 Gal)	800	SF	\$3.50	\$ 3,360
Bark Mulch (3" Depth)	800	SF	\$0.40	\$ 384
Soil Amendments	800	SF	\$0.30	\$ 288
Irrigation	1,720	SF	\$3.50	\$ 7,224
Greenhouse / Storage Shed / Potting Tables	2	LS	\$25,000.00	\$ 60,000
AREA SUB TOTAL:				\$ 236,752

TENNIS/PICKLEBALL COURT

Pedestrian Paving (4" concrete)	8,102	SF	\$20.00	\$ 194,448
Tennis/Pickleball Court Striping	4,000	LS	\$1.00	\$ 4,800
Fencing (10' ht)	370	LF	\$75.00	\$ 33,300
Court Lights	20	EA	\$2,500.00	\$ 60,000
Court Waiting Benches	2	EA	\$7,500.00	\$ 18,000
AREA SUB TOTAL:				\$ 310,548