

## **PARKS, RECREATION & STREET LIGHTING COMMITTEE MEETING AGENDA**

July 12, 2022 – 4:00 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 Piñon 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: 832 3580 4282  
Passcode: 252541

##### **Zoom**

<https://us06web.zoom.us/j/83235804282?pwd=dFdvVnNibzdCNEp2SDFldUU0dVIUUT09>  
Meeting ID: 832 3580 4282  
Passcode: 252541

##### **One-Tap Mobile**

+16694449171,,83235804282#

#### **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 [kward@pphcsd.org](mailto:kward@pphcsd.org) by 4:00 p.m. on July 12, 2022. 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 [kward@pphcsd.org](mailto:kward@pphcsd.org) or by visiting our website and completing the signup form at [www.pphcsd.org](http://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 – 4:00 P.M.**

**Call to Order** – Pledge of Allegiance

**Roll Call**1) **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**5) **Update Regarding Phelan Park Expansion**6) **Update on Phelan Farmers Market**7) **Update on Community Garden**8) **Staff Report**9) **Committee Comments**10) **Review of Action Items**

- a) **Prior Meeting**
- b) **Current Meeting**

11) **Set Agenda for Next Meeting** – October 11, 202212) **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 <http://www.pphcsd.org>

## **SPECIAL PARKS COMMITTEE MEETING MINUTES**

April 12, 2022

Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Rebecca Kujawa, President (Chair)  
Charlie Johnson, Director (Zoom)

**Board Members Absent:** None

**Staff Present:** Steve Lowrance, Parks Supervisor  
Aimee Williams, Administrative Technician II

**Guests/Public:** Rowena McDermott  
Cheryl Rhoden

### **Call to Order**

President Kujawa called the meeting to order at 4:01 p.m.

### **Roll Call**

All Committee Members were present at Roll Call.

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

Director Johnson moved to approve the Agenda. President Kujawa seconded the motion. Motion passed unanimously.

2) **Public Comment** – Cheryl Rhoden stated she will have comments on Agenda Item 5.

#### 3) **Approval of Minutes**

Director Johnson moved to approve the Minutes. President Kujawa seconded the motion. Motion passed unanimously.

#### 4) **Review & Discussion Regarding Parks & Recreation Events**

Mr. Lowrance reviewed the upcoming events. The summer activities will begin in June and will include baking classes, painting classes, archery classes, movies in the park, concerts in the park, and kids dance classes. He stated that he is still working on scheduling junior ninja classes and a butterfly garden class with Transitional Habitat.

#### 5) **Update Regarding Phelan Park Expansion**

Mr. Lowrance reported that the District has applied for a grant for \$2.7 million through the Land and Water Conservation Fund to complete a portion of the park. The state will be conducting a site visit as part of the process.

#### 6) **Update on Phelan Farmers Market**

Rowena McDermott, Phelan Farmer’s Market owner and manager, gave an update on the market. She reported that the market is thriving over the last 8 weeks with more Covid restrictions being lifted, and farm sales have gone up over 60%. She stated that she is seeing a lot of new faces at the market, with new customers visiting the market and new vendors being added. She said the EBT Market Match Grant has grown recently, but federal funding will be ending soon. She reported that the market will be moving back to the park next week and she is hoping to add games for the kids. She also stated that she is searching for funding and hopes to be able to have nutrition and cooking classes in the fall.

7) **Update on Teaching Garden**

Mr. Lowrance stated that there was a class last Saturday, and attendance has continued to be around 12 people per class.

8) **Staff Report**

Nothing further.

9) **Committee Comments**

Nothing further.

10) **Review of Action Items**

a) **Prior Meeting** – None

b) **Current Meeting** – Copy of detailed parks survey results

11) **Set Agenda for Next Meeting** – July 12, 2022

12) **Adjournment**

With no further business before the Committee, the meeting adjourned at 4:29 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

# 2022 Community Teaching Garden Classes

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

## January 8th

Garden Design/Layout

## July 9th

Mulch/Watering Wisely

## February 12th

Starting Spring  
Seedlings

## August 13th

Feeding Plants

## March 12th

Building Raised Beds

## September 10th

Starting Winter  
Seedlings

## April 9th

Transplanting to  
Garden Bed

## October 8th

Harvest/Storing  
Vegetables and Fruits

## May 14th

Compost/Verma  
Compost

## November 12th

Using a Greenhouse

## June 11th

Pest Control

## December 10th

Tree Planting and  
Pruning

Phelan Piñon Hills CSD

Invites Everyone to Come for...

Family Faves.

# MOVIE NIGHTS IN THE PARK

Every Friday Night at Dusk

Phelan Community Park  
June 10 - September 16

Co-hosted by the Tri-Community Kiwanis

**June 10**  
Encanto

**June 17**  
The Greatest Showman

**June 24**  
Lego Batman Movie

**July 1**  
The Princess Bride

**July 8**  
Up

**July 15**  
Enchanted

**July 22**  
Ron's Gone Wrong

**July 29**  
School of Rock

**Aug. 5**  
The BFG

**Aug. 12**  
Mary Poppins Returns

**Aug. 19**  
Megamind

**Aug. 26**  
Jumanji (1995)

**Sept. 2**  
Emperor's New Groove

**Sept. 9**  
Wonder

**Sept. 16**  
Clifford the Big Red Dog

FREE

Phelan Piñon Hills CSD Parks and Recreation

# UPCOMING

## SUMMER FUN

Check Out Our  
Upcoming Events  
this Summer!



### Wednesdays



#### Kids Baking Classes

June 22, July 20, and August 3: 10am-12pm  
Come learn how to make pretzels, ice cream,  
and rocky road cookies! Kids ages 5 and up  
are welcome! Phelan Community Center -  
RSVP Required

### Thursdays



#### Painting in the Park

Every Thursday, June 16 - July 28  
Ages 5-12: 9 am  
Ages 13 & Up: 11 am  
Phelan Community Park - RSVP Required

### Thursdays



#### Kids Archery Lessons

Every Thursday, June 16 - July 14  
9am - 11am  
West corner of Cayucos and Sheep Creek Rd  
Hosted by Mojave Archers

### Fridays



#### Dance in the Park

Every Friday, June 17 - July 29  
10am - 11:30am  
All ages welcomed  
Hosted by Miss Tanya's Dance Studio

### Fridays



#### Movies in the Park

Every Friday at Dusk, June 10 - Sept. 16  
Hosted by the Tri-Community Kiwanis

### Varied



#### Jr. Ninja Warrior Classes

June 14, June 21, and June 28  
9am - Ages 4-8  
10am - Ages 9-15  
Held at High Desert Gymnastics/Soaring High  
Academy  
Call: 760-868-4747

For more  
information and  
to RSVP:  
760-868-1212  
or  
[www.pphcsd.org](http://www.pphcsd.org)

## Parks, Recreation & Street Lighting Report May 2022

### **Introduction**

The District Parks and Recreation Department operates and maintains community centers, senior centers, parks and street lights. The District currently has two community centers, one located in Phelan and another in Pinon Hills. Adjacent to each of the centers are two parks that have playgrounds, basketball courts and shaded picnic tables. Parks and recreation are a vital component to any community. It not only adds beauty, but provides safe areas for activities of individuals, families, and groups. The parks are available for use from morning until dusk. The community centers are utilized for a wide range of activities and are available to the community for a small fee. The District currently offers several events and activities, and continues to work on various recreation ideas and continues to partner with local civic groups creating programs that are beneficial to the community at large.

The Parks and Recreation Department realizes the importance of long-range planning to preserve and protect our valuable assets and to allow for efficient use of resources for future growth. The efficient use of resources will allow the District to acquire, develop, operate, and maintain a park and recreation system which enriches the quality of life for residents and visitors alike, and preserves it for future generations. The District continues to develop a sustainable park system that will be supported by decisions that provide services at a sustainable rate, such as providing infrastructure that can be reasonably maintained while setting realistic targets on programs and services.

The District currently owns four vacant parcels for future parks and recreation facilities, a 55 acre parcel on Johnson Road, an 80 acre parcel on Sheep Creek Road, a 25 acre parcel on Chateau Road and a 4 acre parcel on Warbler Road that includes an adjacent 10 acre parcel off of Sahara Road.

The street lights primarily service the business district of Phelan. There are also lights at strategic intersections to help in providing safety to the community. Expansion of the street lighting to other intersections is considered based upon a safety need, but the District does respect the San Bernardino County “Dark Sky” ordinance and encourages residents to do the same.

### **Monthly Activity Report**

The following report details the number of community center rentals and activities for the month:

<b>Location</b>	<b>Paid Rental</b>	<b>District Use</b>	<b>Donated Use</b>
<b>Phelan Community Center</b>	0	10	6
<b>Phelan Senior Center</b>	0	0	11
<b>Piñon Hills Community Center</b>	5	0	6
<b>Miscellaneous</b>	0	0	0
<b>Phelan Park</b>	0	0	0



**Events and Classes**

The following is a brief summary of current parks and recreation events:

- Upcoming Scheduled Parks Committee Meeting – July 12, 2022, 4:00 pm, Phelan C.C.
  - Farmers Market – Mondays, 2:00 pm – 6:00 pm (outside in Phelan Park for the summer)
  - Line Dancing – Every Friday, 9:00 am – 10:30 am, Phelan C.C.
  - Senior Lunches – Monthly (TBD)
    - 1st Wednesday at Phelan C.C.
    - 3rd Thursday at Pinon Hills C.C.
  - Movies in the Park – Fridays 6/10/2022 thru 9/16/2022 Dusk, in Phelan Park
  - Kids Gymnastics/Jr. Ninja – Tuesdays 6/14, 6/21 & 6/28 – 9am Age 4-8 & 10am Age 9-15, at H.D. Gymnastics
  - Painting Class – Thursdays 6/16 thru 7/28/2022, 9am-10:30 am & 11am- 12:30 pm, in Phelan Park
  - Kids Dance Class in the Park– Fridays 6/17 thru 7/29/2022, in Phelan Park
  - Kids Baking Class – Wednesday 6/22/2022 10am – 12 noon, at Phelan C.C.
  - Concert in the Park – Saturday 6/25/2022 at 6 pm, in Phelan Park
  - Archery – Thursdays 6/16 thru 7/14/2022, 9am – 11am, at Mojave Archers
  - Kids Baking Class – Wednesday 7/20/2022 10am – 12 noon, at Phelan C.C.
  - Town Hall/Community Info. Meeting – 7/23/2022 – 10am, in Phelan Park
  - Concert in the Park – Saturday 7/30/2022 at 6pm, in Phelan Park
  - Gardening Class – Composting, Verma Compost – Saturday 5/14/2022, 10am, Teaching Garden
  - Gardening Class – Pest Control, Saturday 6/11/2022, 10am, Teaching Garden
  - Gardening Class – Mulch/Watering Wisely, Saturday 7/9/2022, 10am, Teaching Garden
- (Learn to Garden classes are held at the Teaching Garden, just north of PPHCSD Office)

**Projects/Activities in Process**

- Parks Budget for 2022/2023, Preparation complete, final board approval scheduled June 1, 2022.
- Phelan Park Expansion Project – Design with phase planning is in process for the District owned parks properties east of Phelan Park – 4.22-acre parcel, APN 3066-261-08, and adjoining 10-acre parcel, APN 3066-251-14.
- Funding sources for the Phelan Park expansion project are in process.
- Parks Master Plan – Action plan needs are being implemented and are ongoing.