

REGULAR BOARD MEETING MINUTES

September 23, 2026 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371

Board Members Present: Rebecca Kujawa, President
Jeanna Mills, Vice President
Chuck Hays, Director
Deborah Philips, Director

Board Members Absent: Greg Snyder, Director

Staff Present: Don Bartz, General Manager
George Cardenas, Asst. General Manager/Engineering Manager
Jennifer Oakes, Parks Manager/Board Clerk
Chris Cummings, Asst. Water Operations Manager

District Counsel: Wes Miliband, General Counsel

REGULAR BOARD MEETING – 5:00 P.M.

Call to Order

President Kujawa called the meeting to order at 5:01 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) Approval of Agenda

Mr. Bartz requested the removal of items 6a and 6b as Mr. Miliband required further time to review the items. Director Philips moved to approve the Agenda as modified. Director Mills seconded the motion. Motion carried 4-0.

2) Public Comment

a) General Public

- Community member Michael Newmeyer provided comments regarding interactions with Mr. Bartz and former Zone L MAC members.
- Anonymous community member asked if the Board members have access to District customer records. Mr. Bartz advised that they do not. She also inquired

whether or not a Code of Conduct was in place. She declined to provide any further comment.

- Community member Vere Williams stated that there was a main break this week that caused a lot of debris to enter his water line and damage his lines. Mr. Cummings stated that he would speak to Mr. Williams following the meeting regarding the matter.

b) Community Reports

None

3) Consent Items

- a) Approval of Minutes
- b) Informational – Summary of Directors' Expenses
- c) Approval of Board Stipends/Reimbursements
- d) Approval of Contractor Payments

President Kujawa moved to approve the Consent Items. Director Philips seconded the motion. Motion carried 4-0.

4) Matters Removed from Consent Items

None

5) Presentations/Appointments

None

6) Continued/New Agenda Items

- a) **Environmental Determination Under CEQA for Proposed Charter Communications Underground Easement, Warbler Road Property (APN 3066-251-18)**

Staff Recommendation:

1. *Adopt Resolution No. 2026-17 making the District's determination under the California Environmental Quality Act and directing the filing of a Notice of Exemption.*
2. *Adopt Resolution No. 2026-18 approving the Grant of Easement and the Easement Terms and Conditions, subject to satisfaction of all conditions precedent.*

Take the actions in that order. Guidelines section 15004(a) requires the environmental determination to precede the approval.

Item was removed from the Agenda.

- b) Grant of Non-Exclusive Underground Communications Easement to Charter Communications Across District's Warbler Road Property (APN 3066-251-18)

Item was removed from the Agenda.



c) Update on District Projects

Staff Recommendation: None

Mr. Cardenas introduced this item and provided updates on the Civic Center, Phelan Park Enhancement, and Phelan Park Expansion projects.

No action taken; not an action item.

7) Committee Reports/Comments

- a) **Engineering Committee (Standing)** – Has not met.
- b) **Finance Committee (Standing)** – Has not met.
- c) **Legislative Committee (Standing)** – Has not met.
- d) **Parks, Recreation & Street Lighting Committee (Standing)** – Has not met.
- e) **Waste & Recycling Committee (Standing)** – Has not met.

8) Staff and General Manager's Report

Mr. Bartz reported that the District's storm relief funding that had been written into the State's budget was included thanks to the efforts of Senator Suzette Valladares and her staff.

9) Reports**a) Director's Report**

Hays – Nothing to report.

Mills – Nothing to report.

Philips – Reported her attendance at the September ASBCSD meeting.

Snyder – Nothing to report.

b) President's Report

Noted her attendance at the September ASBCSD meeting.

10) Correspondence/Information – The items in the packet were noted.**11) Review of Current Meeting Action Items****a) Prior Meeting Action Items**

- Hydraulic Model Presentation – Pending completion of work currently being conducted on the model
- GIS Presentation – Pending re-scheduling due to item cancellation at meeting
- Legislative Advocacy Services – Pending re-scheduling due to meeting cancellation

b) Current Meeting Action Items

- Director Philips requested the amount paid for the Civic Center Project prior to approval of the construction contract.

12) Set Agenda for Next Meeting

- October 14, 2026 – After some discussion, staff was directed to cancel the next Regular Board meeting due to a number of absences.

13) Recess to Closed Session

The Board recessed to closed session at 5:23 p.m.

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

14) Return to Open Session – Announcement of Reportable Action

The Board returned to open session at 6:13 p.m. No reportable action was taken.

15) Adjournment

With no further business before the Board, the meeting was adjourned at 6:13 p.m.

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



Jennifer Oakes, Board Clerk

10/5/26

Date