

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

October 27, 2026 – 5:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

SPECIAL PARKS, RECREATION & STREET LIGHTING COMMITTEE – 5:00 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. 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 on Phelan Farmers Market**

6) **Update on Teaching Garden**

7) **Phelan Community Park Expansion – Community Outreach Results and Stakeholder Input**

8) **Staff Report**

9) **Committee Comments**

10) **Review of Action Items**

- a) Prior Meeting - None
- b) Current Meeting

11) **Set Agenda for Next Meeting**

- November 10, 2026

12) **Adjournment**



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 &

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

Remote Viewing:

To watch the livestream (view only – nonparticipating), visit our YouTube channel:

[PPHCSD YouTube Channel Link](#)

Remote Participation:

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District's website and then click the "Join Remote Meeting" option.

<https://www.pphcsd.org/meetings>

Please be advised that remote participation and livestreaming options are provided as a courtesy to the public and technical issues could occur, resulting in delays or the inability to participate remotely or livestream. It is recommended that you attend in person to ensure you are able to participate.

Written Comments:

You may also email your public comment to the District Clerk at joakes@pphcsd.org by the meeting start time listed on this agenda. Your comment will be added to the record by the District Clerk.

Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing joakes@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the "Agendas and Minutes" tab.



**PARKS, RECREATION & STREET LIGHTING
COMMITTEE MEETING MINUTES**

August 11, 2026
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Greg Snyder, Director/Chair
Jeanna Mills, Vice President

Staff Present: Don Bartz, General Manager
Jennifer Oakes, Parks Manager/Board Clerk

Call to Order

Director Snyder called the meeting to order at 5:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

Vice President Mills moved to approve the Agenda. Director Snyder seconded the motion. Motion passed unanimously.

2) **Public Comment** – None

3) **Approval of Minutes**

Director Snyder moved to approve the Minutes. Vice President Mills seconded the motion. Motion passed unanimously.

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

The Committee discussed and reviewed the upcoming fall events and received a report about summer events.

5) **Update on Phelan Farmers Market**

Staff had nothing to report.

6) **Update on Teaching Garden**

Staff had nothing to report as the Community Teaching Garden is on hold pending construction.

7) **Update Regarding Phelan Community Park**

- Expansion Project
- Improvement Project

Ms. Oakes provided an update on the park projects.

8) **Staff Report**

Nothing further to report.

9) **Committee Comments** – None

10) **Review of Action Items**

- a) **Prior Meeting** – None
- b) **Current Meeting** – None

11) **Set Agenda for Next Meeting** – November 10, 2026

12) **Adjournment**

With no further business before the Committee, the meeting was adjourned at 5:05 p.m.

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



MEMORANDUM

DATE: October 27, 2026

TO: Parks Committee

FROM: Don Bartz, General Manager
By: Jennifer Oakes, Board Clerk/Parks Manager

SUBJECT: Phelan Community Park Expansion – Community Outreach Results and Stakeholder Input

STAFF RECOMMENDATION

Staff recommends that the Parks Committee receive a presentation from Wallace Group regarding the results of the community Outreach and survey conducted for the next phase of the Phelan Community Park expansion project and provide an opportunity for stakeholder input and Committee discussion.

BACKGROUND

The District is continuing the planning and development of the Phelan Community Park expansion project in accordance with the Parks Master Plan. Community participation is an important component of the planning process, helping identify recreational needs, preferred amenities, and potential uses of the expanded park facilities.

Community-based planning and public participation are also important considerations in competitive grant funding opportunities being evaluated for the project, including funding available through Proposition 4 and the federal Land and Water Conservation Fund Program. These programs emphasize community involvement in project planning, making it important for the District to document outreach efforts and demonstrate how community priorities are considered during project development.

In coordination with the District's consultant, Wallace Group, the District has undertaken a community outreach effort to solicit input from residents and park users regarding priorities for the next phase of development.

COMMUNITY OUTREACH

The District has provided multiple opportunities for residents to learn about the project and provide feedback through a community survey, in-person outreach activities, and promotion through District communication channels. Survey participation was available electronically and through paper questionnaires, allowing residents to provide input through multiple methods. The District also conducted outreach at Phelan Phun Days to encourage participation and gather feedback regarding desired recreational amenities and park improvements. Further, the District has provided a QR code in the District lobby to solicit participation from residents visiting the District.



To further support public participation, the District established a dedicated project webpage, “Help Shape the Future of Phelan Community Park,” as a centralized resource for project information and community involvement opportunities. The webpage was promoted through District communication channels to encourage residents to participate in the planning process.

The project webpage is available at: <https://www.pphcsd.org/help-shape-the-future-of-phelan-community-park>.

The District has also conducted direct outreach to local recreational organizations to encourage participation in the planning process.

DISCUSSION

Wallace Group will present a summary of the community outreach and survey results, including identified priorities and observations relevant to future park development.

Following the presentation, the Committee will provide a structured opportunity for representatives of community organizations and recreational user groups to share their perspectives regarding the proposed expansion. The discussion is intended to supplement the broader community survey by allowing organizations with specific recreational needs to provide additional information regarding facility requirements, potential uses, and opportunities for shared use of park amenities.

Information received through this process will assist the District and Wallace Group in evaluating community priorities and informing subsequent planning and design considerations.

The community outreach and survey results, together with feedback received during the October 27, 2026, Parks Committee meeting, will also be presented to the full Board of Directors at its November 18, 2026, meeting. This will provide the Board an opportunity to review the findings and stakeholder input as the District continues planning for the next phase of park development.

FISCAL IMPACT

None. Further project expenditures and grant applications will be considered separately as appropriate.

Attachments

- Wallace Group – Community Outreach and Survey Results Presentation
- Community Outreach Schedule and Activities
- Help Shape the Future of Phelan Community Park – Project Webpage



Help Shape the Future of Phelan Community Park

We want to hear from you!

The Phelan Piñon Hills Community Services District is gathering community input as planning continues for the future expansion of Phelan Community Park. Your feedback will help us better understand how residents use parks, what recreational opportunities are most important to our community, and what amenities you would like to see considered as the project moves forward.

Three Ways to Participate



Building Better Parks Together
Phelan Piñon Hills Community Park
Community Outreach Events
Let's Talk Parks!

Take the Survey

We want to hear from you!
[Read more →](#)



Building Better Parks Together
Phelan Piñon Hills Community Park
Community Outreach Events

October 2nd Phelan Community Park 7:00 am - 1:00 pm	October 3rd Phelan Planning Office Open House 9:00 am - 4:00 pm Phelan Road
October 10th Phelan Community Park 7:00 am - 1:00 pm	October 11th Phelan Community Park 7:00 am - 1:00 pm
October 18th Phelan Community Park 7:00 am - 1:00 pm	November 10th Phelan Community Park 7:00 am - 1:00 pm

Let's Talk Parks!

Join Us in Person

We're bringing the conversation into the community!
[Read more →](#)



Follow the Project

See updates as they happen.
[Read more →](#)

PARKS REPORT

By: Jennifer Oakes, Parks Manager

Date: October 27, 2026

SUMMARY/HIGHLIGHTS

The Phelan Park Enhancement is facing delays due to County approvals. Outstanding items include the Community Teaching Garden Greenhouse, irrigation, and remaining punch-list items. Completion was anticipated August 2026, but the project continues to face delays. The District has been reimbursed fully for the State Per Capita Grant and partially reimbursed for the ARPA grant.

Fall Classes continue with Judo expanding to two nights due to attendance. Also gaining traction are the District's Teen Art Studio and Art Explorers Programs. In addition, the Spooky Paint held on October 17 was completely full.

PARKS

- Pinon Hills Park has undergone extensive maintenance and cleanup. Three new trees have also been planted. A new irrigation system has been installed to save staff time hand-watering.
- New dog dispenser stations were installed at both Phelan and Pinon Hills parks.
- Split rail fence painted (Phelan).
- HVAC maintenance conducted at Phelan CC, Pinon Hills CC, and District office.
- Roof drains maintained at Phelan CC.
- Roof leak repaired at Phelan CC, Unit A.

COMMUNITY CENTERS

- Pre-rinse unit installed at Pinon Hills CC.
- New/fire-code approved Exit signs installed at both CC
- Abdul system serviced at Pinon Hills CC

UPCOMING PROJECTS/ MAINTENANCE- PARKS/STREETLIGHTS

- Staff will continue with fall/winter maintenance.
- Quotes are being gathered to expand the concrete pathway network of Phelan Park at the conclusion of current construction.
- Installation of a "Little Library" has been approved and will be installed at Phelan Park by two Girl Scouts seeking their Girl Scout Bronze Award. This has been put on hold until construction has concluded.

UPCOMING MAINTENANCE-CC

- Staff is moving into fall/winter maintenance and cleanup of community centers

EVENTS - FALL/WINTER

- Judo Classes, every Friday, and beginning in September, every Wednesday.
- Teen Art Studio and Art Explorers - Every Thursday after school hours.
- Painting Classes - Oct. 17, Nov. 7th, Dec. 12
- Baking Classes - Oct. 24, Nov. 14th, Dec. 5
- Tree Lighting Ceremony - December 4th