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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

