Phelan Piñon Hills CSD
Established 2008

A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

REGULAR BOARD MEETING MINUTES

July 22, 2026 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

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

Board Members Absent: None

Staff Present: George Cardenas, Asst. General Manager/Engineering Manager
Jennifer Oakes, Board Clerk/Parks Manager
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 5:00 p.m. and the Pledge of Allegiance was conducted.

Roll Call

All Directors were present at roll call.

1) **Approval of Agenda**
   Director Snyder moved to approve the Agenda. Director Philips seconded the motion. Motion carried 5-0.

2) **Public Comment**
   a) **General Public**
      None

   b) **Community Reports**
      - Sheriff – Sergeant Necochea provided area call statistics for the month of June.

3) **Consent Items**

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

Director Philips moved to approve the Consent Items. Director Snyder seconded the motion. Motion carried 5-0.

4) **Matters Removed from Consent Items**
None

5) **Presentations/Appointments**
- *None*

6) **Continued/New Agenda Items**

a) **Informational Review of Delinquent Charges Tax Roll Report and Revised Public Hearing Schedule**

Staff Recommendation: Staff recommends that the Board of Directors:

1. *Receive staff's report regarding delinquent and unpaid charges proposed for collection on the tax roll and the revised public hearing schedule;*
2. *Receive any public comments regarding the matter for informational purposes; and*
3. *Take no action on the draft resolution at this meeting.*

The public hearing and consideration of the resolution adopting the report of delinquent charges are scheduled for July 29, 2026.

President Kujawa explained that the public hearing originally scheduled for July 22, 2026, could not be conducted because the required newspaper publications did not occur as expected. District staff timely submitted the notice and followed up regarding publication; however, the newspaper did not publish the notice. The public hearing was therefore rescheduled for July 29, 2026, at 5:00 p.m. The revised notice was published on July 15 and July 22, 2026, and the revised hearing information was posted on the District's website and in the office.

Mr. Bartz reported that Government Code 61115 authorizes the District to collect delinquent charges and penalties on the tax roll in the same manner as property taxes. He explained that the General Manager had prepared and filed a report identifying each affected parcel and the associated delinquent charges. The report and draft resolution were presented for informational purposes only. The formal public hearing, consideration of any objections or protests, and possible adoption of the resolution were scheduled for July 29, 2026. No action on the report or draft resolution was requested.

No board questions were raised.

Public comment was provided by Meagan Walczak, who described personal and financial hardship and stated that she was working to resolve the delinquent amount. The comment was retained as part of the District's record for consideration in connection with the July 29, 2026, public hearing. Staff provided no additional response or clarification.

Director Snyder moved to receive the staff report regarding the delinquent charges and revised public hearing schedule. Director Philips seconded the motion. Motion carried 5-0.

b) **Discussion and Possible Action Regarding Well 18 Change Order – Spinner Survey and Depth-Specific Water Quality Sampling**
Staff Recommendation: For the Board to ratify and approve Well 18 Change Order No. 10 to BEST Drilling and Pump in the amount of $9,743.26 and authorize payment.

Mr. Cummings introduced this item.

Director Snyder moved to ratify and approve Change Order No. 10 to Best Drilling and Pump in the amount specified. Director Hays seconded the motion. Motion carried 5-0.

c) **Update on District Projects**

Mr. Cummings provided an update regarding construction and test pumping of Well 18.

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. Nothing to report.
   b) **Finance Committee (Standing)** – Met on July 21, 2026 and reviewed District financials.
   c) **Legislative Committee (Standing)** – Have not met. Nothing to report.
   d) **Parks, Recreation & Street Lighting Committee (Standing)** – Has not met. Nothing to report.

e) **Waste & Recycling Committee (Standing)** – Has not met. Nothing to report.

8) **Staff and General Manager's Report**

9) **Reports**

a) **Director's Report**

- Director Philips provided a verbal report of her attendance at the recent ASBCSD dinner meeting.

b) **President's Report**

Nothing to report

10) **Correspondence/Information** – It was noted that no correspondence items were included.

11) **Review of Action Items**

a) **Prior Meeting Action Items** – Staff will solicit other legislative advocacy services to present at the Legislative Committee meeting.

b) **Current Meeting Action Items** – Staff will bring a presentation regarding current and future GIS technology being employed by the District.

12) **Set Agenda for Next Meeting**

- August 12, 2026

15) **Adjournment**

With no further business before the Board, the meeting was adjourned at 5:29 p.m.

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

Jennifer Oakes, Board Clerk

7/22/26

Date