

PARKS, RECREATION & STREET LIGHTING COMMITTEE MEETING AGENDA

May 9, 2023 – 4:30 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

PARKS, RECREATION & STREET LIGHTING COMMITTEE – 4:30 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 & Programs**
- 5) **Update Regarding Phelan Park Expansion**
- 6) **Update on Phelan Farmers Market**
- 7) **Update on Teaching Garden**
- 8) **Staff Report**
- 9) **Committee Comments**
- 10) **Review of Action Items**
 - a) Prior Meeting
 - b) Current Meeting
- 11) **Set Agenda for Next Meeting** – August 8, 2023
- 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 & Recycling

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 Board Secretary at ksevy@pphcsd.org by the meeting start time listed on this agenda. Your comment will be added to 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 ksevy@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the "Agendas and Minutes" tab.

PARKS COMMITTEE MEETING MINUTES

February 14, 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: Kim Sevy, HR & Solid Waste Manager/District Clerk
Steve Lowrance, Parks Supervisor

Guests/Public: None

Call to Order

President Kujawa called the meeting to order at 4:30 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 moved to approve the Minutes. Director Snyder seconded the motion. Motion passed unanimously.

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

The Committee reviewed the upcoming parks and recreation events and programs. Concerts in the park will be discontinued for 2023 due to poor attendance in 2022.

5) **Update Regarding Phelan Park Expansion**

Staff provided an update on the ARPA funding request for improvements to the existing park site.

6) **Update on Phelan Farmers Market**

An update will be provided by the market manager at the next meeting.

- 7) **Update on Teaching Garden**
Staff provided an update on activities.
- 8) **Staff Report**
Land and Water Conservation Grant information will be provided at the budget workshop.
- 9) **Committee Comments**
None.
- 10) **Review of Action Items**
 - a) **Prior Meeting** – Complete
 - b) **Current Meeting** – Update activities schedule
- 11) **Set Agenda for Next Meeting** – May 9, 2023
- 12) **Adjournment**
With no further business before the Committee, the meeting adjourned at 4:52 p.m.

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

Phelan Community Park LWCF Estimate of Probable Cost

Total with Overall Soft Costs

Pre-Loaded Costs	\$1,509,768.06
Soft Cost (19% of Budget)	\$286,855.93
Contingency (20%)	\$301,953.61
Construction Cost	\$1,811,721.68
Grand Total Costs	\$2,098,577.61

Total per Area & Grant Limits for Soft Costs

PROJECT MANAGEMENT (5%)	\$90,586
CEQA COSTS (FIXED COST 50k MAX)	\$50,000
GENERAL PARK IMPROVEMENTS	\$339,570
AREA A - PARK TERRACE	\$540,402
AREA B - EVENT & MULTIPURPOSE LAWN	\$693,025
AREA C - NATIVE TRAILS	\$238,725
	\$1,952,308

LWCG TOTAL	\$1,952,307.76
LWCG MATCH TOTAL	\$976,153.88

	Quantity	Unit	Unit Price	Total
MOBILIZATION				
Mobilization / General Conditions	1	LS	\$75,000.00	\$75,000.00
		TOTAL		\$75,000.00
		Cont.	20%	\$15,000.00
	AREA SUB TOTAL			\$90,000.00
EARTHWORK				
Erosion Control (BMP)	1	LS	\$25,000.00	\$25,000.00
		TOTAL		\$25,000.00
		Cont.	20%	\$5,000.00

AREA SUB TOTAL					\$30,000.00
UTILITIES					
Storm Drain System	1	LS	\$40,000.00		\$40,000.00
		TOTAL			\$40,000.00
		Cont.	20%		\$8,000.00
AREA SUB TOTAL					\$48,000.00
SITE IMPROVEMENTS (FOR LWCF BUILDOUT)					
Potable Water Meter	1	LS	\$7,970.00		\$7,970.00
Irrigation Water Meter (Capacity Charge)	1	LS	\$25,505.00		\$25,505.00
Irrigation Controller (2-wire)	1	LS	\$20,000.00		\$20,000.00
Irrigation Pump, concrete base, enclosure	1	EA	\$20,000.00		\$20,000.00
Backflow Preventer and Enclosure, flow sensor, master valve	1	EA	\$3,500.00		\$3,500.00
		TOTAL			\$76,975.00
		Cont.	20%		\$15,395.00
AREA SUB TOTAL					\$92,370.00
ELECTRICAL (FOR LWCF BUILDOUT)					
125A Panelboard in Existing Restroom	1	EA	\$6,000.00		\$6,000.00
Pedestrian-scale Pole Lighting	20	EA	\$3,000.00		\$60,000.00
		TOTAL			\$66,000.00
		Cont.	20%		\$13,200.00
AREA SUB TOTAL					\$79,200.00
AREA A - PARK TERRACE					
Pedestrian Paving (4" reinforced conc.)	4,487	SF	\$10.00		\$44,870.00
Parking Lot (AC paving / striping / signage)	12,500	SF	\$12.00		\$150,000.00
Curbs/Gutter	615	LF	\$40.00		\$24,600.00
Retaining Walls (at parking lot)	300	LF	\$90.00		\$27,000.00
Ramp (at parking lot)	65	LF	\$200.00		\$13,000.00
Fine Grading	29,906	SF	\$0.90		\$26,915.40
Soil Amendments (Planting Areas)	12,919	SF	\$0.50		\$6,459.50
Trees (36" box size)	8	EA	\$1,100.00		\$8,800.00
Trees (24" box size)	10	EA	\$600.00		\$6,000.00
Root Barrier	4	EA	\$200.00		\$800.00

Shrubs / Groundcover (30% 1 Gal / 70% 5 Gal)	12,919	SF	\$3.00	\$38,757.00
Crushed Rock (3" Depth) @ Planting Areas	12,919	SF	\$3.00	\$38,757.00
Irrigation	12,919	SF	\$4.00	\$51,676.00
Landscape Boulders (varying sizes: 3'x3', 2'x2', 1'x1')	6	TONS	\$450.00	\$2,700.00
Site Furnishings	1	Allow.	\$10,000.00	\$10,000.00
		TOTAL		\$450,334.90
		Cont.	20%	\$90,066.98
		AREA SUB TOTAL		\$540,401.88
AREA B - EVENT & MULTIPURPOSE LAWN				
Vehicular Paving (6" reinforced conc.)	9,025	SF	\$15.00	\$135,375.00
Concrete Curbs (Edging)	160	LF	\$24.00	\$3,840.00
Inclusive Play (equipment, surfacing, concrete curb)	2	LS	\$18,000.00	\$36,000.00
Adult Fitness (equipment, surfacing, concrete curb)	2	LS	\$13,500.00	\$27,000.00
Fine Grading	49,578	SF	\$0.90	\$44,620.20
Soil Amendments	2,505	SF	\$0.50	\$1,252.50
Trees (36" box size)	5	EA	\$1,100.00	\$5,500.00
Shrubs / Groundcover (50% 1 Gal / 50% 5 Gal)	2,505	SF	\$3.00	\$7,515.00
Lawn (sod)	38,048	SF	\$1.00	\$38,048.00
12" Depth Top Soil at Lawn Areas	1,409	CY	\$70.00	\$98,642.96
Crushed Rock (3" Depth) @ Planting Areas	2,505	SF	\$3.00	\$7,515.00
Irrigation	40,553	SF	\$4.00	\$162,212.00
Site Furnishings	1	Allow.	\$10,000.00	\$10,000.00
		TOTAL		\$577,520.66
		Cont.	20%	\$115,504.13
		AREA SUB TOTAL		\$693,024.80
AREA C - NATIVE TRAILS				
Stabilized DG Pedestrian Paving (4" thick)	2,400	SF	\$6.00	\$14,400.00
Fine Grading	5,000	SF	\$0.90	\$4,500.00
Stabilized DG improvements at Existing Trails	3,650	LF	\$6.00	\$21,900.00
Soil Amendments	6,675	SF	\$0.50	\$3,337.50
Educational / Interpretive Signs	3	EA	\$2,000.00	\$6,000.00
Trees (36" box size)	8	EA	\$1,100.00	\$8,800.00
Protect Existing Joshua Trees	28	EA	\$200.00	\$5,600.00
Shrubs / Groundcover (50% 1 Gal / 50% 5 Gal)	13,350	SF	\$3.00	\$40,050.00
Decomposed Granite Mulch @ Planting Areas	13,350	SF	\$2.50	\$33,375.00

Landscape Boulders (varying sizes: 3'x3', 2'x2', 1'x1')	2	TONS	\$450.00	\$900.00
Irrigation	13,350	SF	\$4.50	\$60,075.00
		TOTAL		\$198,937.50
		Cont.	20%	\$39,787.50
		AREA SUB TOTAL		\$238,725.00
		Project Subtotal:		\$1,509,768.06
		Total of	20% Contingency:	\$301,953.61
		GRAND TOTAL		\$1,811,721.68

Map Legend

- Area A - Educational Native Planting Area
- Area B - Event/Multipurpose Lawn, Inclusive Play, and Adult Fitness
- Area C - Planting Preservation with Trails & Educational Signage

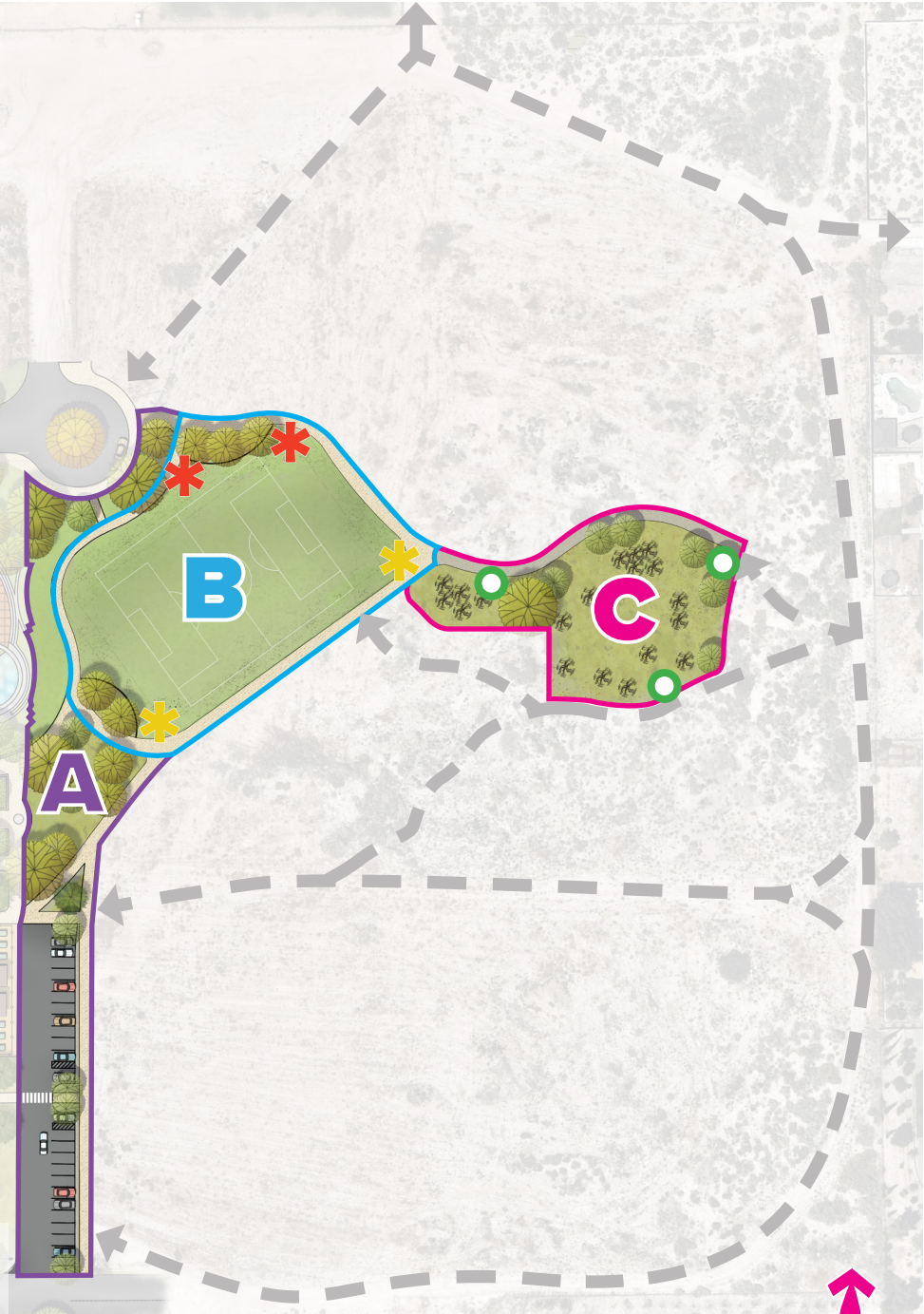
— — — Existing Trails to remain and be improved (cost included in Area C)

- Educational Native Plant Signage
- * Adult Fitness Equipment
- * Inclusive Play Structures

Future Community Town Center
(not part of this grant request)



**PHELAN COMMUNITY PARK CONCEPTUAL PLAN
LAND AND WATER CONSERVATION FUND**



Parks, Recreation & Street Lighting Report MARCH 2023

Introduction

The District Parks and Recreation Department operates and maintains community centers, senior centers, parks and streetlights. 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 streetlights 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:

Location	Paid Rental	District Use	Donated Use
Phelan Community Center	4	5	5
Phelan Senior Center	4	0	9
Piñon Hills Community Center	9	0	7
Miscellaneous	0	0	0
Phelan Park	0	0	0

Events and Classes

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

- Regular Parks Committee Meeting – February 14, 2023 4:30 pm at Phelan C.C.
- Upcoming Parks Committee Meeting – May 9, 2023 4:30 pm at Phelan C.C.
- Farmers Market – Mondays, 2:00 pm – 5:00 pm (winter hours at Phelan C.C.)
- Line Dancing – Every Friday, 9:00 am – 10:30 am at Phelan C.C.
- Senior Lunches – Monthly (TBD)
- Community Cleanup/Free Tire Day – March 11, 2023 8 am – 12 noon at CR&R Service Yard.
- Public Info. Meeting, Solid Waste – March 16, 2023 7 pm – 8:30 pm at Phelan C.C.
- Little League Opening Day, Parks Booth – April 1, 2023 9 am Phelan Elementary.
- Kids Baking Class – Saturday April 1, 2023 10:30 am – 12 noon. At Phelan c.c.
- Strength & Conditioning – Fridays, March 3, 10, 17, and 24. 10 am at Pinon Hills C.C.
April 14, 21, and 28. 10 am at Pinon Hills C.C.
May 5, 12, 19 and 26. 10 am at Pinon Hills C.C.
- Cardio & Strength – Tuesdays, March 7, 14, 21 and 28. 10 am at Pinon Hills C.C.
April 11, 18 and 25. 10 am at Pinon Hills C.C.
May 2, 9, 16, 23 and 30. 10 am at Pinon Hills C.C.
- Stretch & Balance – Tuesdays, March 7, 14, 21 and 28. 11 am at Pinon Hills C.C.
April 11, 18 and 25. 11 am at Pinon Hills C.C.
May – 2, 9, 16, 23 and 30. 11 am at Pinon Hills C.C.
- Gardening Class – Building Raised Beds, Saturday 3/11/2023, 10 am.
- Gardening Class – Transplanting to Garden Bed 4/8/2023, 10 am.

(Learn to Garden classes are held at the Teaching Garden, just north of PPHCSD Office)

Projects/Activities in Process

- Parks Budget for 2023/2024 – Preparations are in process.
- Parks Budget for 2022/2023 – CIP projects are in process and ongoing. Phelan C.C Unit A interior painting done in August. Pinon Hills C.C. restroom plastic wall panels, replaced in September. Pinon Hills Park swing set retaining wall, done in September. Lighting additions for Phelan and Pinon Hills Park done in November.
- 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.
- Efforts on funding source possibilities for the Phelan Park expansion project are ongoing.
- Parks Master Plan – Action plan needs are being implemented and are ongoing.

SUMMER Activities

PAINTING IN THE PARK WITH SHINE BRIGHT PAINT

THURSDAYS - JUNE 15, 22, 29 & JULY 6, 13, 20, 27

AGES 5-12: 9AM

AGES 13 & UP: 11AM

PHELAN COMMUNITY PARK - RSVP REQUIRED

FITNESS/DANCE CLASSES IN THE PARK

TUESDAYS- JUNE 13, 20, 27 & JULY 11, 18, 25

ALL AGES WELCOME

9AM FITNESS CLASS/ 10AM DANCE CLASS

PHELAN COMMUNITY PARK - RSVP REQUIRED

KIDS ARCHERY LESSONS WITH THE MOJAVE ARCHERS

THURSDAYS - JUNE 15, 22, 29 & JULY 6, 13

9AM - 11AM

WEST CORNER OF CAYUCOS AND SHEEP CREEK RD
HOSTED BY THE MOJAVE ARCHERS - RSVP REQUIRED

LEARN MORE & RSVP
WWW.PPHCSD.ORG



Go Play
at the Park

Phelan Piñon Hills CSD Parks and Recreation



Free SUMMER Movie Nights

FRIDAY NIGHTS
AT DUSK

PHELAN COMMUNITY PARK
HOSTED BY THE TRI-COMMUNITY KIWANIS

HOTEL TRANSYLVANIA 3:
SUMMER VACATION

JUNE 9

TOY STORY 4

JUNE 16

PUSS IN BOOTS - THE
LAST WISH

JUNE 23

CRUELLA

JUNE 30

RAYA AND THE LAST
DRAGON

JULY 7

THE BAD GUYS

JULY 14

LUCK

JULY 21

MINIONS - THE RISE OF GRU

JULY 28

LEARN MORE
WWW.PPHCSD.ORG



Go Play
at the Park

Phelan Piñon Hills CSD Parks and Recreation





Pizza Party Baking Class

Come learn to make pizza at our
Kid's Baking Class

Ages 5 - 17

June 24, 2023

10:00 a.m. - 12:00 p.m.

Phelan Senior Center
4128 Warbler Road
Phelan, CA

RSVP Required: www.pphcsd.org/sign-up-for-classes

*All minors must be accompanied by an adult.



4176 Warbler Road
Phelan, CA 92371



760-868-1212
www.pphcsd.org



**Go Play
at the Park**

Phelan Piñon Hills CSD Parks and Recreation



Community Teaching Garden Classes

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

January 14, 2023

Garden Design / Layout

July 8, 2023

Mulch/Watering Wisely

February 11, 2023

Starting Spring Seedlings

August 12, 2023

Feeding Plants

March 11, 2023

Building Raised Beds

September 9, 2023

Starting Winter Seedlings

April 8, 2023

Transplanting to
Garden Bed

October 14, 2023

Harvest / Storing
Vegetables and Fruits

May 13, 2023

Compost / Verma
Compost

November 11, 2023

Using a Greenhouse

June 10, 2023

Pest Control

December 9 2023

Tree Planting and Pruning