



Phelan Piñon Hills Community Services District

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PROPERTY MANAGEMENT COMMITTEE MEETING

January 22, 2019 – 10:00 a.m.

PPHCSD Office

4176 Warbler Road, Phelan, CA

MINUTES

Committee Members Present: Director Hoffman, Chair
President Brandon

Staff Present: Don Bartz, General Manager
Kim Ward, HR Manager/Executive Secretary

1. **Call to Order**
President Brandon called the meeting to order at 10:00 a.m.
2. **Roll Call**
All Committee members were present.
3. **Approval of Agenda**
President Brandon moved to approve the Agenda. Director Hoffman seconded the motion. The Agenda was approved as presented.
4. **Public Comment** – None
5. **Approval of Minutes** – November 27, 2018
Director Hoffman moved to approve the Minutes. President Brandon seconded the motion. All were in favor and the motion carried.
6. **Discussion Regarding Piñon Hills Community Center Lease with Fire Department**
Mr. Bartz updated the committee regarding potential changes that may impact the lease.
7. **Discussion Regarding Parking Lot Lease with Piñon Hills Chamber of Commerce**
ACTION ITEM: Legal counsel to review parking lot lease .
8. **Staff Report**
9. **Review of Action Items**
 - Request insurance information from Piñon Hills Chamber of Commerce
 - Legal Counsel to review parking lot lease for changes in scope; potential update to Exhibit B
 - Maps and tour of District property prior to next meeting
 - Discussion regarding administration building for next meeting
10. **Set Agenda for Next Meeting** – February 26, 2019
 - Review of District properties
 - Update on El Mirage properties

11. Adjournment

With no further business before the Committee, the meeting adjourned at approximately 10:41 a.m.

Link to Agenda Materials and Handouts: <http://www.pphcsd.org>