



Phelan Piñon Hills Community Services District

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SPECIAL PROPERTY MANAGEMENT COMMITTEE MEETING

March 28, 2019 – 2:00 p.m.

PPHCSD Office

4176 Warbler Road, Phelan, CA

MINUTES

Committee Members Present: Director Hoffman, Chair
President Brandon

Staff Present: Kim Ward, HR Manager/Executive Secretary

1. **Call to Order**
Director Hoffman called the meeting to order at 2:00p.m.
2. **Roll Call**
All Committee members were present.
3. **Approval of Agenda**
Director Hoffman moved to approve the Agenda. President Brandon seconded the motion. The Agenda was approved as presented.
4. **Public Comment** – None
5. **Approval of Minutes** – February 26, 2019
Director Hoffman moved to approve the Minutes. President Brandon seconded the motion. All were in favor and the motion carried.
6. **Discussion Regarding Administration Building**
7. **Discussion Regarding Piñon Hills Community Center Lease with Fire Department**
8. **Discussion Regarding Parking Lot Lease with Piñon Hills Chamber of Commerce**
ACTION ITEM: Schedule a special meeting with Lori Weston
9. **Review of District Owned Properties**
10. **Update on Leased Properties**
ACTION ITEM: Check with staff regarding the surplus of properties #39 and #52
11. **Staff Report** – Nothing further to report.
12. **Set Agenda for Next Meeting** – April 23, 2019
 - Add Item “Committee Comments”
 - Add Item “Review of Action Items”

13. Adjournment

With no further business before the Committee, the meeting adjourned at 2:25 p.m.

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