



Phelan Piñon Hills Community Services District

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PROPERTY MANAGEMENT COMMITTEE MEETING

May 28, 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
Joy Berry, Administrative Technician III

1. **Call to Order**
Director Hoffman 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** – April 23, 2019
Director Hoffman moved to approve the Minutes as amended. President Brandon seconded the motion. All were in favor and the motion carried.
6. **Discussion Regarding Administration Building**
Mr. Bartz presented this item.
7. **Discussion Regarding Piñon Hills Community Center Lease with Fire Department**
8. **Discussion Regarding Parking Lot Lease with Piñon Hills Chamber of Commerce**
9. **Review of District Owned Properties**
10. **Update on Leased Properties**
11. **Staff Report** – Nothing further to report.
12. **Committee Comments**
13. **Review of Action Items**
 - Contact Lori Weston regarding changes that need to be made to insurance

- Email District Counsel the lease and request revision to insurance and sublease section with automatic remedy – by July 1st in anticipation of Sept 15 renewal
- Contact Sheriff’s Department regarding interest in lease of future District building

14. **Set Agenda for Next Meeting** – June 25, 2019

- Remove “Review of District Owned Properties”

15. **Adjournment**

With no further business before the Committee, the meeting adjourned at approximately 10:43 a.m.

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