



Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

PROPERTY MANAGEMENT COMMITTEE MEETING

June 25, 2019 – 10:00 a.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 10:28 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** – May 28, 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**
Nothing new to report.
- 7. Discussion Regarding Piñon Hills Community Center Lease with Fire Department**
Nothing new to report.
- 8. Discussion Regarding Parking Lot Lease with Piñon Hills Chamber of Commerce**
Note: This item was discussed before Item 6.

Scott Brown, Vice President of the Piñon Hills Chamber of Commerce, was in attendance. He noted the sublease is over and there are no plans to sublet.

ACTION ITEM: Email lease exhibit to Scott Brown

The committee discussed the revisions to the Lease Agreement. The final draft will return to the Committee in July and then will go to the Board on August 7, 2019.

- 9. Review of District Owned Properties**

10. Update on Leased Properties

11. **Staff Report** – Nothing further to report.

12. Committee Comments

Discussion regarding VVTA turning buses around in the parking lot at Pinon Hills Community Center.

13. Review of Action Items

- Email exhibit from parking lot lease agreement to Scott Brown

14. Set Agenda for Next Meeting – July 23, 2019

- May need to reschedule July meeting.

15. Adjournment

With no further business before the Committee, the meeting adjourned at approximately 10:54 a.m.

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