

MINUTES OF THE PROPERTY MANAGEMENT COMMITTEE MEETING  
WITH BOARD OF DIRECTORS  
ORANGE COUNTY WATER DISTRICT  
January 26, 2024 @ 12:00 p.m.

Director Whitaker called the Property Management Committee meeting to order in Conference Room C-2. Members of the public also participated via Zoom. The Secretary called the roll and reported a quorum as follows:

Committee

Steve Sheldon (absent)  
Natalie Meeks (absent)  
Denis Bilodeau  
Bruce Whitaker  
Roger Yoh

Alternates

Valerie Amezcua  
Dina Nguyen (absent)  
Van Tran  
Erik Weigand  
Cathy Green

OCWD Staff

Mike Markus, General Manager  
Bruce Dosier, Director of IS/Property Management  
John Kennedy, Exec. Director  
Jeremy Jungreis, General Counsel  
Daniel Park, Property Manager  
Chris Olsen, Director of Engineering  
Leticia Villarreal, Assistant District Secretary

**CONSENT CALENDAR**

The Consent Calendar was approved upon motion by Director Tran, seconded by Director Amezcua, and carried [5-0] as follows:

**Ayes: *Bilodeau, Whitaker, Yoh, Amezcua, Tran***

1. Meeting Minutes

**The Minutes of the Property Management Committee meeting held December 8, 2023 were approved as presented.**

2. Amendment to License Agreement with T.E. Roberts for Storing of Construction Equipment Located at Huckleberry Basin, Anaheim

**The Committee recommended that the Board at its February 7 Board meeting: Approve and authorize execution of Amendment Nine to License Agreement with T.E. Roberts, Inc. extending the expiration date to January 31, 2025, with a fee of \$1,377 per month, and all other Agreement terms to remain the same.**

**INFORMATIONAL ITEMS**

3. Status Update Regarding the District's Imperial Highway Property

Director of IS/Property Bruce Dosier reported that the Imperial Highway property has now been vacant for about a year since the nursery moved out of the space. He stated the real estate agent had been working to find a tenant but because of the limited access to the site it has been difficult. He shared the agreement with Voit had terminated and there were no immediate plans to renew until the access issue is resolved. He reported that attempts to schedule a meeting with Caltrans have not been successful and a letter has been sent to the Caltrans Director requesting a meeting to discuss property access. Mr. Dosier will continue to update the committee on a monthly basis.

4. Quarterly Report on Leases and Permits/Licenses for the Period Ending December 31, 2023

Property Manager Daniel Park reviewed the Quarterly Report on Leases and Permits/Licenses for the period of October 1, 2023 to December 31, 2023. He noted that the 2023 fourth quarter reflects an increase of 13.69% year over year primarily due to the early rent recording of the January 2024 rent from North American Recycling (\$76,770). He stated that all Lessees and Permittees/Licensees are in full compliance with the terms of their lease/permit/license, and all rents are current.

**CHAIR DIRECTION AS TO ITEMS TO AGENDIZE AS MATTERS FOR CONSIDERATION AT THE FEBRUARY 7 BOARD MEETING**

It was agreed to place Item No. 2 on the on the Consent Calendar at the February 7 Board meeting.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 12:18 p.m.

DocuSigned by:  
*Bruce Whitaker*  
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Bruce Whitaker, Director