

MINUTES OF THE
PROPERTY MANAGEMENT COMMITTEE MEETING
WITH BOARD OF DIRECTORS
ORANGE COUNTY WATER DISTRICT
June 22, 2018 @ 12:00 p.m.

Director Sheldon called the Property Management Committee meeting to order at 12:00 p.m. in Conference Room C-2. The District Secretary called the roll and reported a quorum as follows.

Committee

Steve Sheldon
James Vanderbilt
Vicente Sarmiento (absent)
Dina Nguyen (absent)
Roger Yoh (absent)

OCWD Staff

Mike Markus - General Manager
Joel Kuperberg - General Counsel
Janice Durant - District Secretary
Bruce Dosier - Director IS/Property
John Kennedy - Executive Director
Cindy Leinart - Property Manager

Alternates

Phil Anthony (absent)
Cathy Green
Bruce Whitaker
Shawn Dewane (absent)
Denis Bilodeau

Others in attendance:

Pamela Galera - City of Anaheim

CONSENT CALENDAR

The Consent Calendar was approved upon motion by Director Green, seconded by Director Whitaker and carried [5-0].

Ayes: Sheldon, Vanderbilt, Green, Whitaker, Bilodeau

1. Minutes of the Meeting

The Minutes of the Property Management Committee meeting held April 27, 2018 were approved as presented.

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

Recommended for approval at July 18 Board meeting: Approve and authorize execution of Amendment Two to License Agreement with T.E. Roberts, Inc. to extend the License expiration date to December 31, 2018, for a license fee of \$1,148, with all other Agreement terms to remain the same.

3. Amendment to Duck Hunting Lease with Elaine Raahauge dba Mike Raahauge's Shooting Enterprises

Recommended for approval at July 18 Board meeting: Approve and authorize execution of Amendment Sixteen to Lease with Elaine Raahauge d.b.a. Mike Raahauge's Shooting Enterprises to extend the lease for a duck hunting concession on District property at Prado Basin for the 2018/19 duck hunting season with a new expiration date of June 30, 2019

4. Amendment to Duck Hunting Lease with Prado Basin Duck Club

Recommended for approval at July 18 Board meeting: Approve and authorize execution of Amendment Thirteen to Lease with Prado Basin Duck Club to extend lease for a duck hunting concession on District property at Prado Basin for the 2018/19 duck hunting season with a new expiration date of June 30, 2019.

5. Execution of Easement Deed for OCWD Monitoring Well MCAS-2

Recommended for approval at July 18 Board meeting: Authorize execution of Easement Deed with Capital Research Company for access to OCWD Monitoring Well MCAS-2, Assessor Parcel No. 466-012-03, for a 25-year period through October 21, 2038.

MATTERS FOR CONSIDERATION

6. Annual Rent Adjustments

Director of IS/Property Management Bruce Dosier reported that an internal review of leases and rents showed that monthly rents for five of the District's Lessees had not been adjusted within the last two years in accordance with the terms of their Leases. He stated that staff is working to bring these rents current and recommends waiving the late charges in the total amount of \$8,079. Director Sheldon stressed that the Lessees should not be penalized for staff's error and recommended the late rent of \$8,944 also be waived. He also urged staff to bring issues affecting District Lessees to the Board before acting internally. Director Green disagreed with waiver of late rent, noting the District Leases clearly set forth the annual rent increases. The following action was then taken.

Upon motion by Director Sheldon, seconded by Director Bilodeau and carried [3-0], with Directors Green and Vanderbilt voting "No", the Committee recommended that the Board at its July 18 Board meeting: Authorize waiver of the late rent and penalties incurred as a result of delayed rent adjustments for the following District Lessees: The Phoenix Club, Corona Recreation, V. Montoya Enterprises, Gentry Golf d.b.a. The Islands Golf, and Sunnyslope Nursery.

Ayes: Sheldon, Whitaker, Bilodeau

Noes: Green, Vanderbilt

7. Caltrans Property at Burris Basin and Gentry Golf, Inc. dba. The Islands Center Leasehold

Mr. Dosier recalled that approximately 1.3 acres of the Gentry Golf Lease premises and the southerly portion of Burris Basin is owned by California Department of Transportation (Caltrans). He recalled that The District entered into a temporary month-to-month rental agreement with Caltrans in February 2018, with an expiration of July 31, 2018, for the continued use of the premises while proceeding with the Caltrans decertification process for the land. Given the upcoming lease expiration date, he recommended entering into a renewed month-to-month Rental Agreement for the continued use of this land through January 31, 2019.

Upon motion by Director Green, seconded by Director Whitaker and carried 5-0, the Committee recommended that the Board at its July 18 Board meeting: Authorize the General Manager to execute renewal of the month-to-month Air Space rental agreement with Caltrans for continued use of the approximately 1.3-acre Gentry Golf, Inc. dba. The Islands Center Leasehold, for a rent of \$736 per month with all existing terms and conditions to remain the same.

Ayes: Sheldon, Vanderbilt, Green, Whitaker, Bilodeau

INFORMATIONAL ITEMS

8. Status Update on General Plan Amendment and Zone Change for Ball Road Basin Property

Mr. Dosier updated the Board on the status of the General Plan Amendment and Zone Change for the Ball Road Basin property from Open Space/Transitional to General Commercial. He advised that the Draft Environmental Impact Report for the change in land use and reclassification has been made available for 45 days beginning June 7, 2018.

DIRECTORS' COMMENTS

President Bilodeau requested that staff analyze how the Gentry Golf property at Burriss Basin fits into the District's basin needs.

CHAIR DIRECTION AS TO ITEMS TO AGENDIZE AS MATTERS FOR CONSIDERATION AT THE JULY 18 BOARD MEETING

It was agreed to place all action items on today's Agenda on the Consent Calendar for the July 18 Board meeting.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 12:22 p.m.



Director Steve Sheldon, Chair