

**Correspondence/Contact Summary**  
**Resolution No. 2018-001**  
**Sendero Huntington Beach, LLC**

<b>Date</b>	<b>Reason for Contact</b>
June 22, 2016	Orange County Transportation Authority (OCTA) right-of-way (ROW) agent received phone call from property owner's manager asking for an update on project construction schedule.
March 27, 2017	OCTA ROW agent called and left a message for the property owner's manager to contact agent. OCTA ROW agent received return phone call from property owner's manager to coordinate an offer presentation.
April 19, 2017	OCTA ROW agent met with property owner to present offer. Property owner advised that it was in process of selling property, has worked with OCTA on multiple occasions in the past and requested agent to schedule a meeting for them with OCTA to directly discuss offer.
April 28, 2017	OCTA ROW agent called and left a phone message for the property owner and advised on status.
June 22, 2017	Owner sends email to OCTA with a list of questions about project planning and construction.
June 23, 2017	OCTA responds via email to owner's questions about project planning and construction and provides concept drawing.
September 5, 2017	Prospective new owner sends a letter to OCTA advising of pending purchase and requests offer packet materials.
October 12, 2017	OCTA forwarded email from prospective new property owner to OCTA ROW agent stating that escrow is scheduled to close on October 19, 2017.
October 23, 2017	OCTA advised OCTA ROW agent that subject property escrow closed as of October 20, 2017.
November 6, 2017	OCTA ROW agent mails copy of full offer package to new property owner via overnight delivery.
November 6, 2017	Letter from legal counsel for former and new owner to OCTA Board of Directors submitting objections to adoption of resolution of necessity.
November 7, 2017	Telephone conference between legal counsel for new owner and OCTA legal counsel discussing objections to adoption of resolution of necessity, scheduling a meeting to review project with owner, and continuing hearing currently scheduled for November 27, 2017.
November 7, 2017	OCTA ROW agent emails new property owner access to electronic version of full offer package sent by overnight delivery the previous day.

November 13, 2017	Letter from OCTA legal counsel to legal counsel for new owner acknowledging objections, offering to arrange meeting to discuss project, providing notice of continuation of hearing until January 22, 2018, and enclosing offer packet materials.
December 27, 2017	Letter from new owner's legal counsel to OCTA legal counsel requesting certain project documents.
January 5, 2018	Letter to owner's counsel from OCTA's legal counsel responding to request for project documents.

**Correspondence/Contact Summary**  
**Resolution No. 2018-002**  
**Fountain Valley Industrial Parcel 13 Investment Co., LP**

<b>Date</b>	<b>Reason for Contact</b>
April 22, 2016	Orange County Transportation Authority (OCTA) right-of-way (ROW) agent received e-mail from OCTA to contact property owner's representative inquiring about the project.
April 25, 2016	OCTA ROW agent left message with receptionist for property owner's representative to contact agent.
April 26, 2016	OCTA ROW agent received call from property owner's representative who manages the property and requested agent to provide details of project and discussed property owner's concerns with the project.
May 2, 2016	OCTA ROW agent left message with receptionist for property owner's representative to contact agent.
May 5, 2016	OCTA ROW agent called property owner's representative and left message requesting property owner's confirmation of representative's authority.
May 6, 2016	OCTA ROW agent received voicemail from property owner confirming that his representative can receive project documents and negotiate on his behalf.
May 11, 2016	OCTA ROW agent emailed property owner's representative project documents relevant to property.
June 1, 2016	OCTA ROW agent spoke with property owner who requested the appraiser to contact him and/or his representative to schedule an inspection of the property.
April 25, 2017	OCTA ROW agent spoke with property owner who requested agent to discuss project matters with his representative. Agent emailed and called and left message for representative to advise time, date and location where agent could present offer.
April 26, 2017	OCTA ROW agent spoke to property owner's representative who stated the property owner does not have any objection to partial fee take and temporary construction easement. Representative requested offer be emailed to him. OCTA ROW agent presented offer via email and received confirmation of receipt.
May 4, 2017	OCTA ROW agent received voicemail and email from property owner's representative requesting clarification of offer and effect of construction on tenant.
May 5, 2017	OCTA ROW agent emailed property owner's representative regarding his questions and that proposed contact could be revised to suit them. Agent received a call from representative stating to hold off as property owner might retain an attorney.

May 9, 2017	OCTA ROW agent emailed property owner's representative to address his concerns and provided answers to his questions of May 5, 2017.
May 18, 2017	OCTA ROW agent emailed property owner's representative a revised proposed contract to address property owner's concerns.
May 24, 2017	OCTA ROW agent received call from property owner's representative who stated property owner has not made a decision on the offer.
June 5, 2017	OCTA ROW agent spoke with property owner's representative who stated that he is no longer authorized to negotiate and property owner will be retaining an attorney. Agent requested confirmation from property owner.
June 6, 2017	OCTA ROW agent mailed 30-day incentive notice via USPS regular and certified mail. Agent later advised by property owner that he has retained legal representation. Agent requested confirmation and received property owner's attorney email of representation. OCTA advised of same.
June 7, 2017	OCTA ROW agent replied to property owner's attorney that all future communications will be directed to him.
June 15, 2017	OCTA ROW agent mailed 50-day incentive notice via USPS regular and certified mail.
June 20, 2017	OCTA ROW agent received signed 30-day incentive notice certified mail receipt. Agent received signed 50-day incentive notice certified mail receipt.
October 13, 2017	OCTA mailed notice of hearing regarding intent to adopt resolution of necessity to property owner.
October 26, 2017	Property owner's attorney forwarded letter to OCTA notifying them that they planned to appear and be heard at the resolution of necessity hearing.
October 30, 2017	OCTA ROW agent mailed first level review letter to property owner and attorney via regular mail.
October 31, 2017	OCTA's legal counsel forwarded first level review letter dated October 30, 2017, to property owner's attorney.
October 31, 2017	Property owner's attorney acknowledged receipt by email of first level review letter.
November 1, 2017	Property owner's attorney emailed OCTA's counsel reiterating that all communications to property owner are to be through his office.
November 17, 2017	OCTA's counsel forwards letter to property owner's attorney notifying them of continued resolution of necessity hearing and reconfirming OCTA's willingness to participate in first level review meeting.

**Correspondence/Contact Summary**  
**Resolution No. 2018-003**  
**Bella Terra Medical Plaza, LLC**

<b>Date</b>	<b>Reason for Contact</b>
May 24, 2017	Orange County Transportation Authority (OCTA) right-of-way (ROW) agent called property owner's manager and left message that would like to schedule an offer presentation.
May 31, 2017	OCTA ROW agent called property owner's manager and left message that she would like to schedule an offer presentation to property owner and manager and requested a return phone call.
June 2, 2017	OCTA ROW agent received call from property owner's manager who requested agent to email the offer package first for them to study before any in-person offer presentation. Agent emailed offer package to property owner's manager and requested confirmation of receipt.
June 8, 2017	OCTA ROW agent called and left message with property owner's manager requesting a return phone call or e-mail confirming receipt of the offer package.
June 9, 2017	OCTA ROW agent emailed property owner's manager requesting confirmation of receipt of the offer package. Agent mailed offer package to property owner via USPS regular and certified mail.
June 21, 2017	OCTA ROW agent emailed property owner's manager requesting confirmation of receipt of the offer package. Agent received email from property owner's manager confirming that they received the offer package and are studying it.
June 22, 2017	OCTA ROW agent emailed property owner's manager about OCTA's incentive fee program.
June 26, 2017	OCTA ROW agent received signed offer package certified mail receipt. Owner received offer package June 10, 2017.
July 5, 2017	OCTA ROW agent mailed 30-day incentive notice to property owner's manager via USPS regular and certified mail.
July 10, 2017	OCTA ROW agent called and left message with property owner's manager regarding status update of any decision they have made regarding the offer.
July 11, 2017	OCTA ROW agent emailed property owner's manager requesting status update of any decision they have made regarding the offer.
July 14, 2017	OCTA ROW agent called and left message and emailed property owner's manager requesting status update of any decision they have made regarding the offer.

July 21, 2017	OCTA ROW agent called and left message and emailed property owner's manager requesting status update of any decision they have made regarding the offer and whether they have any questions or concerns the agent can address.
July 27, 2017	OCTA ROW agent mailed ten-day incentive notice via USPS regular and certified mail.
July 28, 2017	OCTA ROW agent received signed 30-day incentive notice certified mail receipt.
August 2, 2017	OCTA ROW agent received email from property owner's manager who stated property owner will respond by end of week.
August 4, 2017	OCTA ROW agent emailed property owner's manager requesting a status update on the offer and reminding the owner's representative that incentive fee program offer will expire in 5 days.
August 8, 2017	OCTA ROW agent emailed, called and left message with property owner's manager requesting status update of any decision they have made regarding the offer and reminding the owner's representative that OCTA's incentive program will expire in 1 day.
August 9, 2017	OCTA ROW agent received call from property owner stating that the impacted parking stalls belonged to property owners' association, One Pacific Plaza Association (Association), which would have to agree with the project/offer. Owner stated that he is accepting the offer as is, pending Association approval. Agent received signed 50-day incentive notice certified mail receipt.
August 18, 2017	OCTA ROW agent called and left message with property owner asking if Association had given its approval for offer (loss of parking stalls during temporary construction easement (TCE) period). Agent advised she would contact Association if owner provided its contact information.
August 22, 2017	OCTA ROW agent received voicemail from property owner that he was returning her call and requesting she call him back.
August 23, 2017	OCTA ROW agent received email from Association's manager that parking stalls are common area and to contact Association's attorney. OCTA ROW agent forwarded letter from Association's attorney to OCTA legal counsel. OCTA ROW agent called Association's attorney who requested that the Association be included as a party to the TCE deed. OCTA ROW agent advised that offer to property owner included compensation for parking stalls in TCE and that Association needs to resolve this with property owner. OCTA ROW agent agreed to email Association's attorney TCE deed and exhibits as requested.

August 23, 2017	OCTA ROW agent and property owner exchange voicemails.
August 24, 2017	OCTA ROW agent spoke to property owner about Association request to be a signatory to the TCE deed, the offer and the incentive program.
August 25, 2017	OCTA ROW Agent emailed Association's attorney TCE deed, cover letter and other exhibits in word format as requested.
August 31, 2017	OCTA ROW Agent received email from Association's manager requesting clarification of meaning of "non-exclusive" use of the TCE area. Agent spoke to Association's manager and explained meanings of "exclusive" and "non-exclusive" use of TCE area.
September 1, 2017	OCTA ROW agent received email and voicemail from property owner that an agreement has been reached with the Association regarding the parking stalls and the property owner is ready to move forward with execution of the ROW contract.
September 5, 2017	OCTA ROW agent spoke with Association's attorney and manager about process of document execution and schedule. Association prefers not to be a signatory to the Right of Way Contract, just the TCE deed. OCTA ROW agent advised that any proposed changes by Association to the TCE deed and cover letter should be submitted to OCTA and its legal counsel for review and consideration.
September 5, 2017	OCTA ROW agent called and left message for property owner that in order to receive the 20 percent incentive fee, the owner still needed to email confirmation of offer acceptance within 60 days from receipt.
September 6, 2017	OCTA ROW agent received email from Association's attorney with proposed changes to TCE deed and cover letter. Agent confirms receipt and forwards same to OCTA's legal counsel for review and consideration.
September 14, 2017	OCTA's counsel calls and exchanges e-mails with Association's attorney to provide comments regarding Association's requested changes to TCE deed and cover letter. Association's attorney indicates that he will be in touch with OCTA's counsel when he returns from vacation in October.
October 18, 2017	OCTA's counsel participate in conference call with Association's attorney regarding insurance requirements and revisions to cover letter.
November 3, 2017	OCTA's counsel sends emails to Association's attorney.
November 6, 2017	Association's attorney sends email to OCTA's counsel with further revisions to the cover letter.
November 10, 2017	OCTA's counsel sends email to Association's attorney with a revised cover letter accepting most of Association's attorney's proposed changes.
November 13, 2017	OCTA ROW agent received email from property owner's manager regarding compensation questions.

November 15, 2017	OCTA ROW agent sends email to property owner's manager regarding compensation questions.
November 16, 2017	OCTA's counsel and Association's attorney exchange emails regarding compensation questions.
November 17, 2017	OCTA ROW agent mailed first level review letter to property owner and Association attorney via regular mail.
November 27, 2017	Association's attorney sends email to OCTA's counsel.
December 8, 2017	OCTA's counsel sends email to Association's attorney with revised cover letter and also sends relevant pages of the appraisal outlining the compensation for improvements within the TCE.
December 12, 2017	OCTA's counsel has telephone conference with Association's attorney wherein Association's attorney confirms that Association agrees to latest version of cover letter and that Association and property owner will come to an agreement on distribution of compensation. Association's attorney gives permission for OCTA to request that property owner sign ROW contract and TCE deed.