

**MINUTES OF THE
REGULAR MEETING OF THE
LEE LAKE WATER DISTRICT**

January 20, 2004

PRESENT

C.W. Colladay
J. Deleo
G. Destache
O. Garrett
P. Rodriguez

ABSENT

GUESTS

B. Woods
D. Johnson
W. Diven
L. Rolapp
K. Koster
C. Degano
A. Racheva
S. White
D. Taussig
D. Duffy
K. Svet

STAFF

J. Pastore
A. Harnden
S. Dragan
K. Caldwell

1. Roll Call and Call to Order.

The regular meeting of the Lee Lake Water District was called to order by President Colladay at 8:35 a.m.

2. Presentations and Acknowledgments.

3. Public Comment. – None.

BOARD ITEMS:

4. Minutes of the December 2, 2003 Regular Meeting.

ACTION: Director Destache moved to approve the Minutes as presented. Director Garrett seconded. Motion carried unanimously.

5. Minutes of the December 18, 2003 Regular Meeting.

ACTION: Director Rodriguez moved to approve the Minutes as presented. Director Garrett seconded. Motion carried unanimously.

6. Payment Authorization Report.

ACTION: Director Garrett moved to approve the financial report and to authorize payment of the December 2003 invoices. Director Rodriguez seconded. Motion carried unanimously.

7. Revenue & Expenditure Reports. (Unaudited)

a. Revenue & Expenditure Report.

ACTION: Note and file.

Staff pointed out an error, that on Page 22 the item listed as Billing System Upgrade was really the Wildrose Reservoir #2. The Board directed staff to include CFD Budgets as part of the reporting process for future Agendas.

b. Bad Debt Write-Off – None.

8. Sycamore Creek CFD #1.

a. Project Update - Brian Woods reported that the merchant builders will have models in February-March and that 100 homes should be under construction within the next three months. He also reported that the water and sewer facilities are either finished or near completion and that the project is moving along smoothly.

b. 1526 estimated houses to be built.

9. Citation Homes “Montecito Ranch CFD #2”.

a. Project Update – The General Manager reported that he is working with Jeff Weber on finalizing the Reservoir property transfer.

b. 305 houses to be built. 197 houses occupied to date. 65% complete.

10. Empire Capital “The Retreat CFD #3”.

a. Project Update – Dorian Johnson reported that the project is proceeding rapidly and that a total of 13 million cubic yards of grading is complete. He mentioned that they are still waiting on the County for approval of their parcel map.

b. Public Hearing to Consider Formation of CFD No. 3.

1. Staff Report – Presented by the General Manager.

2. Open Public Hearing.

Director Colladay opened the Public Hearing at 8:43 am and asked for

Public Comment. Larry Rolapp of Fieldman, Rolapp & Associates introduced the Board to the team of Consultants for the project and provided an explanation of the items presented to them for approval. Warren Diven of Best Best & Krieger outlined the procedure for conducting the Public Hearing and subsequent election.

Director Rodriguez announced that he would have to abstain from discussion and voting on this Agenda item.

3. Close Public Hearing.

With no further comments received by the public, Director Colladay closed the Public Hearing at 8:50 am.

4. Adoption of Resolution No. R-04-01 Making Certain Determinations and Authorizing Changes to the Rate and Method of Apportionment.

ACTION: Director Garrett moved to Approve Resolution No. R-04-01. Director Destache seconded. Director Rodriguez abstained. Motion carried with a 4-0 vote.

5. Adoption of Resolution No. R-04-02 Declaring the Results of a Special Election.

ACTION: Director Deleo moved to Approve Resolution No. R-04-02. Director Garrett seconded. Director Rodriguez abstained. Motion carried with a 4-0 vote.

6. Introduce and Waive First Reading of Ordinance No. O-04-01 Authorizing the Levy of a Special Tax in such CFD.

ACTION: Director Garrett moved to Approve to waive the first reading of Ordinance No. O-04-01. Director Destache seconded. Director Rodriguez abstained. Motion carried with a 4-0 vote.

7. Dismiss the second reading of Ordinance No. O-03-01.

ACTION: Director Garrett moved to not adopt Ordinance O-03-01. Director Deleo seconded. Director Rodriguez abstained. Motion carried with a 4-0 vote.

8. Adoption of Resolution No. R-04-03 Providing for the Issuance of Special Tax Bonds.

ACTION: Director Destache moved to Approve Resolution R-04-03. Director Garrett seconded. Director Rodriguez abstained. Motion carried with a 4-0 vote.

11. KB Home “Painted Hills” Project.

- a. Project Update – None.

- b. 204 houses to be built. 164 houses occupied to date. 80% complete.
- 12. Shea Homes “Trilogy” Project.**
- a. Project Update – None.
 - b. 1266 houses to be built. 483 houses occupied to date. 38% complete.
- 13. Ranpac “Temescal Hills” Project.**
- a. Project Update – None.
 - b. 1443 estimated houses to be built.
- 14. Ridge Properties “Wildrose East Business Park” Project**
- a. Project Update – Director Destache reported that he will be submitting 4 new buildings for approval by the end of the month. He also reported that after March 15 Ridge Properties will start working on the Flood Control Channel improvements and starting in July-August improvements to Temescal Canyon Road will begin.
- 15. Mission Clay “Serano Specific Plan” Project (Blair Dahl).**
- a. Project Update – Owen Garrett reported that Mission Clay is meeting weekly with the Keith Companies, that preliminary reporting is complete and they are about 1 year away from entitlements.
- 16. Resolution No. R-03-26 (Revised) Designating Authorized Signatures for Deposit Accounts.**
- ACTION:** Director Destache moved to Approve Resolution No. R-03-26 (Revised). Director Rodriguez seconded. Motion carried unanimously.
- 17. Policy No. P-04-01 Regarding Check Signing Authorization.**
- ACTION:** Director Rodriguez moved to Approve Policy No. P-04-01 with additional language to be provided by District Counsel, Roy Mann. Director Destache seconded. Motion carried unanimously.
- 18. Consideration of Agreement Regarding Capacity Rights in Mills Gravity Pipeline Reaches A-F.**
- ACTION:** No action taken.

19. Residential Water Conservation Item Funding Agreement with WMWD.

ACTION: Director Garrett moved to Approve Agreement No. A-04-01. Director Destache seconded. Motion carried unanimously.

20. Water Utilization Reports.

ACTION: Noted and filed.

21. Committee Reports.

- a. Finance (Director Garrett) – None.
- b. Engineering (Director Rodriguez)
 1. Excess Sewage Capacity Allocation.

The Board directed the General Manager to determine whether or not Coussoulis Development Company is within the District and then to proceed with the Priorities presented.

- c. Public Relations (Director Deleo) – Director Deleo reported that she attended the ribbon cutting for Citation Homes Park on Saturday. She also reported that an Oversight Committee is investigating the possibility of using the \$350,000 from Synagro and the \$150,000 from Waste Management to build and maintain a Regional Park.
- d. New Facilities Committee (Director Destache) – None.
 1. Status report on Administration Building.

The General Manager reported on his meeting with Mike Hammer of Hammer Construction, Grant Destache and Jeff Pape and that he had executed the contract with Hammer Construction in order to commence work.

22. General Manager's Report.

- a. General Manager's Report – Noted and filed.
- b. Operations Report – Noted and filed.
- c. Treatment Plant Construction Update (Jeff Pape) – Noted and filed.
- d. Discussion and Possible Action Relating to the Use of the Northerly Pond Parcels for Regional Storm Drain Project Mitigation Credits.

The Board directed the General Manager to investigate this further with Shelli Lamb and to bring it back to the Board for further discussion.

- e. Consideration of Proposal from Dudek & Associates for Water Master Plan Update.

ACTION: Director Deleo moved to Approve the Proposal. Director Garrett seconded. Motion carried unanimously.

The Board directed staff to consider adding this item as a possible Budget line item on a yearly basis.

23. District Engineer’s Report.

- a. Status of Projects – None.

24. District Counsel’s Report.

- a. Discussion and Possible Action Regarding Dudek & Associates Management Contract.

ACTION: No action taken.

25. Seminars/Workshops. – None.

26. Consideration of Correspondence.

An informational package containing copies of all pertinent correspondence for the Month of December was distributed to each Director along with the Agenda.

27. Adjournment.

There being no further business, the January 20, 2004 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:45 a.m. by President Colladay.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____