

**MINUTES OF THE FEBRUARY 24, 2004
ADJOURNED MEETING OF THE
LEE LAKE WATER DISTRICT**

PRESENT

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

ABSENT

GUESTS

STAFF

J. Pastore
A. Harnden
S. Dragan

1. Roll Call and Call to Order.

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

2. Presentations and Acknowledgments.

- a. Form 700 Conflict of Interest Statements are included and will be collected at the March 16, 2004 meeting.
- b. Certificate of Appointment in Lieu of Election.

3. Public Comment. – None.

BOARD ITEMS:

4. Minutes of the January 20, 2004 Regular Meeting.

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

5. Payment Authorization Report.

ACTION: Director Garrett moved to approve the financial report and to authorize payment of the January 2004 invoices. Director Destache seconded. Motion carried unanimously.

6. Revenue & Expenditure Reports. (Unaudited)

- a. Revenue & Expenditure Report.
ACTION: Note and file.
 - b. Bad Debt Write-Off – None.
- 7. Sycamore Creek CFD #1.**
- a. Project Update - Brian Woods reported that Starfield will be starting up the reservoir and pump station next week.
 - b. 1526 estimated houses to be built.
- 8. 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.
- 9. Empire Capital “The Retreat CFD #3”.**
- a. Project Update – Dorian Johnson reported that Empire is not in the process of annexing into the City of Corona as rumors have it. Empire is actually completing the process of removing some property from the City of Corona Sphere. Katie Koster spoke about the bond issuance and that the rates closed at a rate less than previously anticipated. John Pastore discussed in detail a request made by Empire to make the purchasers of the excess service rights liable for overages on construction costs.
 1. Reading of Ordinance No. O-04-01 Authorizing the Levy of a Special Tax in such CFD.
ACTION: Director Destache moved to Approve the Ordinance as presented. Director Garrett seconded. Director Rodriguez abstained. Motion carried unanimously.
- 10. KB Home “Painted Hills” Project.**
- a. Project Update – None.
 - b. 204 houses to be built. 170 houses occupied to date. 83% complete.
- 11. Shea Homes “Trilogy” Project.**

- a. Project Update – Brett Hughes reported that in Tract 29416 there are 15 homes left to close. Shea has Tract 31742 in for approval with the County. All improvements have been completed in Tract 30819 and Tract 31662 is in the tentative map approval process.
- b. 1266 houses to be built. 505 houses occupied to date. 40% complete.

12. Ranpac “Temescal Hills” Project.

- a. Project Update – Sam Yoo called to report that the Specific Plan and EIR will be submitted within the next 60 days. He reported that Temescal Hills will have 1443 total lots, 4 acre commercial area and 2 parks.
- b. 1443 estimated houses to be built.

13. Ridge Properties “Wildrose East Business Park” Project

- a. Project Update – Director Destache reported that starting in June Ridge Properties will begin widening Temescal Canyon Road, completion is expected at the end of September. Grant also reported that Ridge has submitted Phase 3 plot plan for approval and next week an additional plot plan will be submitted.

14. Mission Clay “Serano Specific Plan” Project (Blair Dahl).

- a. Project Update – Owen Garrett reported that Mission Clay is preparing the final topo for the project.

15. Water Utilization Reports.

ACTION: Noted and filed.

16. Committee Reports.

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

The General Manager asked to schedule an Engineering Committee meeting to discuss priority on the Excess Sewage Capacity.

The Board directed the General Manager to have District Counsel draft an Agreement for excess capacity allocation.

ACTION: Director Rodriguez moved to authorize the General Manager or the Engineering Committee to approve payment up to \$5,000 on individual

change orders and up to a cumulative of \$100,000. Director Deleo seconded. Motion carried unanimously.

- c. Public Relations (Director Deleo) – Director Deleo reported that Synagro will be out of the County by December 21, 2008. Director Deleo also reported that the \$350,000 allocated from Synagro to the residents of this community along with the \$150,000 allocated from El Sobrante Landfill is being looked at by an Oversight Committee to maintain a Regional Park in the Sycamore Creek project.
- d. New Facilities Committee (Director Destache) – Director Destache reported that the Administration Building is under design.
 - 1. Discussion of Regional Storm Drain Project, 3-acre Mitigation Area and Disposition of surplus land.

Director Destache reported that the Regional Storm Drain Project is in approval process and should be finished by the end of September. The General Manager reported that he had been approached by Gail Trucking to discuss the granting of an easement or deed across a portion of the northerly pond property for access purposes. The Board directed the General Manager to negotiate a trade of property that would benefit the reclaimed water project.

17. General Manager's Report.

- a. General Manager's Report – Noted and filed.
- b. Discussion on Administrative Resources.

The General Manager informed the Board that there is a need to bring on a receptionist to help answer phones, distribute mail, etc. The Board agreed to hire a temporary for no more than 32 hours per week.

- c. Operations Report – Noted and filed.

The General Manager reported that the entire clarifier mechanical equipment has failed at the Butterfield Estates Sewer Treatment Plant due to age. The repair will cost over \$50,000 and will be done by Watson Mechanical. The Board directed the General Manager to bring a contract back for approval at the March meeting.

- d. Treatment Plant Construction Update (Jeff Pape) – Noted and filed.

Director Destache left the meeting.

18. District Engineer's Report.

- a. Status of Projects – None.

19. District Counsel's Report.

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

ACTION: No action taken.

20. Seminars/Workshops. – None.

21. 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.

22. Adjournment.

There being no further business, the February 24, 2004 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 10:00 a.m. by President Colladay.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____