

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

March 16, 2004

PRESENT

J. Deleo
P. Rodriguez
G. Destache
O. Garrett

ABSENT

C.W. Colladay

GUESTS

J. Pape

STAFF

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

1. Roll Call and Call to Order.

The regular meeting of the Lee Lake Water District was called to order by Director Deleo at 8:40 a.m.

2. Presentations and Acknowledgments.

a. Proposed FY 2004/05 Budget Schedule.

The Budget Special Meeting has been tentatively scheduled for May 4, 2004 to be confirmed at the April 2004 Regular Board Meeting.

3. Public Comment. – None.

BOARD ITEMS:

4. Minutes of the February 17, 2004 Regular Meeting.

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

5. Minutes of the February 19, 2004 Adjourned Meeting.

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

6. Minutes of the February 24, 2004 Adjourned Meeting.

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

7. Payment Authorization Report.

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

The Board directed Staff to summarize invoices to help eliminate the amount of paper required to produce the documents presented to the Board.

8. Revenue & Expenditure Reports. (Unaudited)

a. Revenue & Expenditure Report.

ACTION: Note and file.

The Board directed Staff to add a line item reflecting shortfalls to be paid by developer on the CFD reports.

b. Bad Debt Write-Off – None.

9. Sycamore Creek CFD #1.

a. Project Update - The General Manager reported that we are about one week away from the acceptance of facilities: water reservoir, water and sewer pump station. He also reported that grading of lots is nearly complete.

b. 1526 estimated houses to be built.

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

a. Project Update – The General Manager reported that he is continuing to work on acquisition of the Wildrose II reservoir site with Jeff Weber.

b. 305 houses to be built. 220 houses occupied to date. 72% complete.

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

a. Project Update – The General Manager reported that Empire has started construction of the upper reservoir and pump station and that the reclaimed water line project has been held up due to a grade/elevation issue.

12. KB Home “Painted Hills” Project.

a. Project Update – None.

- b. 204 houses to be built. 184 houses occupied to date. 90% complete.
- 13. Shea Homes “Trilogy” Project.**
- a. Project Update – None.
 - b. 1266 houses to be built. 533 houses occupied to date. 42% complete.
- 14. 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.
 - b. 1443 estimated houses to be built.
- 15. Ridge Properties “Wildrose East Business Park” Project**
- a. Project Update – Director Destache reported that Ridge has 2 plot plans for 6 more buildings in with the County for approval. Ridge will begin widening Temescal Canyon Road in mid April. He also reported that he has a meeting tomorrow with the County regarding the Regional Storm Drain. He indicated that construction should be started in May and be completed in October.
- 16. Mission Clay “Serano Specific Plan” Project (Blair Dahl).**
- a. Project Update – Owen Garrett reported Mission Clay had a preliminary meeting with the County. The General Manager reported that he had a meeting with Blair Dahl and with Joe Shaw from The Keith Companies to discuss the project.
- 17. Water Utilization Reports.**
- ACTION:** Noted and filed.
- The Board directed Staff to be consistent with the lot count in the Water Utilization Report and the CFD report.
- 18. Committee Reports.**
- a. Finance (Director Garrett) – None.
 - b. Engineering (Director Rodriguez)
 - 1. Excess Sewage Capacity Allocation.

The Board directed the General Manager to send out commitment letters to the Priority 1 and 2 candidates.

- c. Public Relations (Director Deleo) – Director Deleo reported that she and Phyllis Beede had a meeting with the LA Times to discuss the Temescal Valley. She also reported on the meeting she and John had with EVMWD to discuss mutual cooperation.

19. General Manager's Report.

- a. General Manager's Report – Noted and filed.
- b. Operations Report – Noted and filed.
- d. Treatment Plant Construction (Jeff Pape).
 - 1. Update.
 - 2. Contract with TRAN Consulting for Phone System/Computer Network Design
& Installation for Administration Building.

ACTION: Director Rodriguez moved to approve Agreement No. A-04-02 in the amount of \$17,500. Director Destache seconded. Motion carried unanimously.
- e. New Facilities (Director Destache).
 - 1. Discussion of Regional Storm Drain Project, 3-acre Mitigation Area and Disposition of surplus land.

Director Destache reported that he is working with Gail Trucking, John Bremer and Ridge Properties on the best course of action for a trade of property/easements.

- f. CFD Investment Contract.

Staff presented proposals from three financial investment firms for long term investment of the CFD funds. The Board cited security and liquidity as reasons for determining to place the CFD funds in the State's LAIF rather than investing in other securities.

- ACTION:** Director Garrett moved to have Staff prepare documents to invest all CFD funds in the LAIF Account for long term security. Director Destache seconded. Motion carried unanimously.

- g. Agreement No. A-04-03 with Watson Mechanical, Inc. for repairs to Butterfield Estates Sewer Treatment Plant.

ACTION: Director Destache moved to approve Agreement No. A-04-03 with a correction to the word “agrees” on the first page of the Agreement. Director Rodriguez seconded. Motion carried unanimously.

20. District Engineer’s Report.

a. Status of Projects – None.

21. District Counsel’s Report.

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

This item was tabled.

b. Discussion of Possible Litigation regarding traffic accident incident of 1/18/04.

The Board directed Staff to provide the necessary information to Counsel who will then prepare a letter to the vehicle owner requesting payment to Lee Lake Water District for damages to a fire hydrant.

22. Seminars/Workshops. – None.

23. Consideration of Correspondence.

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

24. Adjournment.

There being no further business, the March 16, 2004 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:30 a.m. by Director Deleo.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____