

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

October 19, 2004

PRESENT

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

ABSENT

GUESTS

L. Harrison
K. Koster
B. Woods
B. Chen
J. Rems

STAFF

J. Pastore
A. Harnden
R. Mann
H. Riebe
S. Dragan
M. McCullough

1. Roll Call and Call to Order.

The regular meeting of the Lee Lake Water District was called to order by President Colladay at 8:33 a.m.

2. Presentations and Acknowledgments.

a. Introduction of Mr. Melvin McCullough as new Finance Manager.

Director Destache joined the meeting at this time.

3. Public Comment. – None.

BOARD ITEMS:

4. Minutes of the September 21, 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 September 2004 invoices. Director Destache seconded. Motion carried unanimously.

6. Revenue & Expenditure Reports. (Unaudited)

- a. Revenue & Expenditure Report.
 - b. Bad Debt Write-Off – None.
- 7. Sycamore Creek CFD #1.**
- a. Project Update and discussion of Series “B” Bond Issuance - Brian Woods reported that there are 200 houses under construction with 225 sold. He also reported that by November 15 they hope to have 30 to 40 houses closed and that they have completed grading on the 2nd phase. He also reported that the realignment of De Palma Road is complete and a stoplight will be going in at the corner of Indian Truck Trail & De Palma Road.
 - b. Advance and Reimbursement Agreement No. A-04-26.
ACTION: Director Destache moved to approve Agreement No. A-04-26. Director Deleo seconded. Motion carried unanimously.
 - c. 1526 estimated houses to be built. 13 houses built to date. 1% complete.
- 8. Citation Homes “Montecito Ranch CFD #2”.**
- a. Project Update – None.
 - b. 305 houses to be built. 278 houses occupied to date. 91% complete.
- 9. Empire Capital “The Retreat CFD #3”.**
- a. Project Update – Jim Rems reported that the backbone for the project has been approved through the County. Jim also reported that they will begin filling the lower reservoir on 10/29/04 and that there was some vandalism on the chemical building and the upper reservoir was drained completely. He also added that the storm drain is partially in the ground and that they hope to have the sewer lift station completed in the next 2-3 weeks.
 - b. 550 estimated houses to be built, Golf Course Clubhouse & Amenities.
- 10. KB Home “Painted Hills” Project.**
- a. Project Update – None.
 - b. 204 houses to be built. 200 houses occupied to date. 98% complete.
- 11. Shea Homes “Trilogy” Project.**
- a. Project Update – None.

- b. Discussion of irrigation water demand request.

The General Manager reported that he determined that the Trilogy project has sufficient excess water capacity to include the irrigation of the remaining two tracts from Lee Lake's potable supply.

- c. 1266 houses to be built. 694 houses occupied to date. 55% complete.

12. Ranpac "Toscana" Project.

- a. Project Update – Sam Yoo called to report that they are still working on the second screen check for the Specific Plan and EIR and that they are still awaiting comments from the different County Departments.
- b. 1443 estimated houses to be built.

13. Ridge Properties "Wildrose East Business Park" Project

- a. Project Update – Grant Destache reported that Regional Storm Drain bid came back at \$1.5 million. Grant also reported that a large furniture manufacturer will be moving into a 40,000 square foot building in his development.

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

- a. Project Update – Owen Garrett reported that they have been involved in numerous meetings on the project.

15. Lee Lake Water District Flood Protection Project.

- a. Cost Estimate for Re-design of Project – The General Manager stated that the engineers were still working on a cost estimate for the project.

- b. Cost Estimate for Environmental Services and Permitting Assistance.

ACTION: Director Destache moved to approve the cost estimate in the amount of \$69,040 for environmental and permitting assistance from Dudek & Associates. Director Rodriguez seconded. Motion carried unanimously.

16. Cost Estimate to Prepare a District Emergency Response Plan.

ACTION: Director Destache moved to approve the cost estimate in the amount of \$20,370 for preparation of an emergency response plan by Dudek & Associates. Director Garrett seconded. Motion carried unanimously.

17. Resolution of Application for Annexation of Plot Plan #16011 into Lee Lake Water District.

- ACTION:** Director Rodriguez moved to approve Resolution # R-04-16. Director Destache seconded. Motion carried unanimously.
- 18. Consideration of Proposal by Calvert Properties on behalf of Mr. Bremer for Filling of the Southerly Pond Parcel.**
ACTION: The Board directed the Engineering Committee to Study the Proposal further and to bring back its recommendations to the Board.
- 19. Resolution #1 No. R-04-17 for Acceptance of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan.**
ACTION: Director Deleo moved to approve Resolution No. R-04-17. Director Garrett seconded. Motion carried unanimously.
- 20. Resolution #2 No. R-04-18 Adopting the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan as Required by the Federal Disaster Mitigation and Cost Reduction Act of 2000.**
ACTION: Director Destache moved to approve Resolution No. R-04-18. Director Deleo seconded. Motion carried unanimously.
- 21. Resolution #3 No. R-04-19 for Accepting and Approving Lee Lake Water District's Designated Portion of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan Upon Approval by FEMA.**
ACTION: Director Garrett moved to approve Resolution No. R-04-19. Director Destache seconded. Motion carried unanimously.
- 22. Resolution #4 No. R-04-20 Adopting the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan.**
ACTION: Director Destache moved to approve Resolution No. R-04-20. Director Garrett seconded. Motion carried unanimously.
- 23. Approval of Amendment No. 1 to the April 20, 2004 Agreement Regarding Service Rights, Lee Lake Water District-Western Municipal Water District State Water Pipeline Reaches A-F.**
ACTION: Director Garrett moved to approve Amendment No.1. Director Deleo seconded. Motion carried unanimously.
- 24. Water Utilization Reports.**
ACTION: Note and file.

25. Committee Reports.

- a. Finance (Director Garrett) – None.
- b. Engineering (Director Rodriguez) – None.
- c. New Facilities (Director Destache) – Director Destache reported that he will be calling for a meeting to discuss the landscaping and parking designs for the new administration building.
- d. Public Relations (Director Deleo) – Director Deleo reported that the Heritage Foundation will be holding a meeting tomorrow night. She also reported that for \$150 per year per parcel assessment, the Riverside County Sheriff's Department will furnish 2 full time Sheriff's for duty patrolling the Temescal Valley.

26. General Manager's Report.

- a. General Manager's Report – Noted and filed.
- b. Operations Report – Noted and filed.
- c. Treatment Plant Construction (Jeff Pape).
 1. Update. – Jeff Pape was requested by the Board to prepare a summary of construction issues that resulted from this project that could be used for future projects.
- d. Mills Treatment Plant Shutdown Planning.
- e. Pressure Reducing Valve Cost Sharing for Wildrose East Business Park – the General Manager reported that he was working on the design for 2 PRV stations to serve the Wildrose East Business Park. However, the cost of under grounding the stations has proven to be significantly higher than an above ground installation. Therefore, he is having the engineers revise the plans to reflect an above ground design. The District will then reimburse Ridge Properties for the cost of the PRV station to be constructed on Stellar Court.
- f. Ordinance Update – The General Manager reported that he is still working on this item.

27. District Engineer's Report.

- a. Status of Projects.
- b. Determination of Site Layout for Wildrose Reservoir II.
ACTION: The Board's consensus was to design the site for the possible construction of two 3.0 MG reservoir tanks.

c. Adoption of Updated Water Master Plan.

ACTION: Director Rodriguez moved to approve the adoption of the updated Water Master Plan. Director Destache seconded. Motion carried unanimously.

d. Consideration of Engineering Cost Proposal for Preparation of Fire Hydrant Location Map for County of Riverside Fire Department and LLWD operations.

ACTION: Director Destache moved to approve the cost proposal for preparation of a fire hydrant location map by Dudek & Associates. Director Garrett seconded. Motion carried unanimously.

e. Consideration of Change Order Request for Additional Master Plan Costs.

ACTION: Director Deleo moved to approve change order for additional Master Plan costs totaling \$5,700. Director Garrett seconded. Motion carried unanimously.

28. District Counsel's Report – None.

29. Seminars/Workshops.

a. Western Municipal Water District, State Water Project Tour, January 21-22, 2005.

Director Rodriguez, Director Garrett and Mel McCullough expressed an interest in attending the State Water Project Tour, as such; staff will forward their names onto Western Municipal Water District.

b. Western Municipal Water District, Colorado River Tour, February 4-6, 2005.

30. Consideration of Correspondence.

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

31. Adjournment.

There being no further business, the October 19, 2004 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:13 a.m. by President Colladay.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____