

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

**November 27, 2007**

**PRESENT**

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

**ABSENT**

J. Deleo

**GUESTS**

**STAFF**

R. Mann  
J.Pape  
A. Harnden  
M. McCullough  
K. Caldwell  
C. Trees

**1. Roll Call and Call to Order.**

The regular meeting of the Lee Lake Water District was called to order by President Colladay at 8:30 a.m.

**2. Presentations and Acknowledgments.**

a. Discuss changing the date of December Board Meeting to December 18<sup>th</sup>.

**ACTION:** Director Destache moved to change Board Meeting date to December 18<sup>th</sup>.  
Director Garrett seconded. Motion carried unanimously.

b. Certificate of Appointment in Lieu of Election for Charlie Colladay & Joyce Deleo.

**ACTION:** Director Colladay was sworn in for a 4 year term. Director Deleo was previously sworn in.

**3. Public Comment.**

**BOARD ITEMS:**

**4. Minutes of the October 23, 2007 Regular Meeting.**

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

**5. Payment Authorization Report.**

**ACTION:** Director Garrett moved to approve the financial report and to authorize payment of the October 2007 invoices. Director Destache seconded. Motion carried unanimously.

The Board directed staff to follow up on the hit & run vehicle incident that occurred on Trilogy Parkway.

**6. Revenue & Expenditure Reports (Unaudited).**

a. Revenue & Expenditure Report.

**ACTION:** Note and file.

The Board directed staff to correct the transposed numbers on page 23B. The Board also directed staff to develop a maintenance schedule.

b. Bad Debt Write-Off – None.

**7. Sycamore Creek CFD #1.**

a. Project Update – The General Manager reported that they are working on the commercial site and final punch list items.

b. 1748 houses to be built. 1002 houses occupied to date. 57% complete.

**8. Empire Capital “The Retreat CFD #3”.**

a. Project Update – The General Manager reported that they are working on the commercial site otherwise there is no activity.

b. 527 houses to be built. 438 houses occupied to date. 83% complete.

**9. KB Home “Painted Hills” Project.**

a. Project Update – The General Manager reported that they are working on as-builts.

b. 204 houses to be built. 204 houses occupied to date. 100% complete.

**10. KB Home “Canyon Oaks” (Painted Hills No. 2).**

a. Project Update – The General Manager reported that all houses are constructed and landscaped.

b. 30 houses to be built. 16 houses occupied to date. 53% complete.

**11. Shea Homes “Trilogy” Project.**

a. Project Update – None.

- b. 1317 houses to be built. 1251 houses occupied to date. 95% complete.

**12. Ranpac “Toscana” Project.**

- a. Project Update – Sam Yoo reported via email that they are still working on the design engineering for their tract map submittals.

The Board directed staff to remove the Toscana project from page 30 until such time as construction begins.

- b. 1443 estimated houses to be built.

**13. Ridge Properties “Wildrose East Business Park” Project (Jeff Cornett).**

- a. Project Update – The General Manager reported that the irrigation water is now on recycled water.

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

- a. Project Update – Director Garrett reported that they are getting ready to submit plans to County for review.

**15. Water Utilization Reports.** – Note and file.

**16. Committee Reports.**

- a. Finance (Director Garrett) – None.
- b. Engineering (Director Rodriguez) – None.
- c. Public Relations (Director Deleo) – None.

Director Destache reported on completion of the CSDA Training along with Director Rodriguez. He reported that it was highly beneficial and asked the Board to consider hosting a site visit with County Representatives. Director Destache also suggested the Board conduct a CFD audit as well as add the history of the district to our website.

**17. Administration Report.**

- a. Delinquent Accounts.

**18. General Manager’s Report.**

- a. General Manager’s Report – Note and file.

1. Proposal to provide environmental review of future well site sewer lift station

**ACTION:** Director Garrett moved to approve proposal in the not-to-exceed amount of \$35,120. Director Destache seconded. Motion carried unanimously.

2. Contract Inspection Services Agreement No. A-07-21.

**ACTION:** Director Rodriguez moved to approve Agreement No. A-07-21 on condition the Exhibits be reviewed and approved by the General Manager and that Lee Lake Water District be name additional insured on the insurance policy. Director Destache seconded. Motion carried unanimously.

3. Sycamore Creek cellular lease.

**ACTION:** Director Rodriguez moved to approve General Manager's execution of the lease on condition of counsel's review and approval. Director Destache seconded. Motion carried unanimously.

Director Colladay left the meeting at this point.

4. Discussion Waste Management letter.

**ACTION:** No action taken. Director Destache abstained from discussion of this item. The Board directed staff to look into our policy on compatible land use.

5. Consideration of capacity sale policy.

**ACTION:** No action taken.

6. Report & discussion on Clay Canyon & Butterfield – The General Manager reported that the sewer at Butterfield has been by-passed.

7. Update on CFD Judicial Foreclosure Accounts.

b. Operations Report – Note and file.

**19. District Engineer's Report.**

a. Status of Projects – Note and file.

**20. District Counsel's Report.**

**21. Seminars/Workshops.**

**22. Closed Session.**

1. To be held for the purpose of "Personnel Matters", in accordance with Section 54957.6 of the Government Code.

**ACTION:** The Board went into closed session at 11:10 am. At 11:25 the Board reconvened and reported that by motion of Director Rodriguez, seconded by Director Destache the General Manager is authorized at his discretion (up to \$10,000 maximum) and subject to counsel review that it is legal to distribute performance compensation. Motion carried unanimously.

**23. Consideration of Correspondence.**

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

The following correspondence items were made available at the Board Meeting for review:

- Western Municipal Water District Conservation Item Funding Agreement Number C06-203.
- Dexter Wilson Engineering, Inc. Daily Inspection Reports for Warranty Repairs at Retreat 1590 Zone Reservoir.
- WaterReuse Innovation Applications in Water Reuse and Desalination.

The General Manager reported that the SCAP luncheon will be held on December 6<sup>th</sup> if any Board Member is interested in attending.

The Board directed staff to schedule a Christmas luncheon immediately following the December 18, 2007 Board Meeting.

**24. Adjournment.**

There being no further business, the November 27, 2007 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:38 a.m. by Director Garrett.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Owen Garrett, Secretary

\_\_\_\_\_  
Charles Colladay, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_