

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

**November 29, 2011**

**PRESENT**

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

**ABSENT**

**GUESTS**

**STAFF**

J. Pape  
M. McCullough  
A. Harnden  
K. Caldwell  
D. Saunders  
N. Harper

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

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

**2. Presentations and Acknowledgments.**

**3. Public Comment.**

**BOARD ITEMS:**

**4. Minutes of the October 25, 2011 Regular Meeting.**

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

**5. Payment Authorization Report.**

**ACTION:** Director Destache moved to approve the financial report and to authorize payment of the October 25-November 29, 2011 invoices. Director Garrett seconded. Motion carried unanimously.

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

a. Revenue & Expenditure Report.

**ACTION:** Note and file.

b. Lien update.

**ACTION:** Note and file.

**7. Notice of upcoming vacancy on Board of Directors.**

a. Authorize delivery of Notice of Vacancy to County Election official (after December 2, 2011)

**ACTION:** Director Destache moved to direct Notice of Vacancy to County Election official. Director Rodriguez seconded. Motion carried unanimously.

b. Adopt Resolution of Intention to fill Board vacancy at the Board Meeting of December 20, 2011.

**ACTION:** Director Destache moved to adopt Resolution No. R-11-16 Intention to fill Board vacancy. Director Garrett seconded. Motion carried unanimously.

c. Direct posting of vacancy in three (3) or more conspicuous places in the District delivery of notice to County Election Official at least fifteen (15) days prior to December 20, 2011.

**ACTION:** Director Destache moved to direct posting of vacancy. Director Garrett seconded. Motion carried unanimously.

**8. Trilogy Development.**

a. Homeowners Association update.

b. Golf Course update.

**9. Sycamore Creek Development.**

a. Project Update – The General Manager reported on the purchase of the Kiley property.

b. 1748 homes to be built. 1122 houses occupied to date. 64% complete.

**10. CFD No. 1 Sycamore Creek Recycled Water System.**

a. Update on progress – The General Manager reported that system is complete and that we are holding retention payment.

**11. Retreat Development – Ryland Homes.**

a. Project Update – The General Manager reported on the commercial center being sold without EDUs.

b. 517 homes to be built. 450 houses occupied to date. 87% complete.

**12. Ranpac “Toscana” Project.**

a. Project Update – The General Manager reported that he is still in discussions with new buyer of the project.

b. 1443 estimated houses to be built.

**13. Re-alignment of Temescal Canyon Road.**

- a. Project Update – None.

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

- a. Project Update – Director Garrett reported that they are speaking with a party interested in purchasing the big box area of the project.

**15. Water Utilization Reports.**

**ACTION:** Note and file.

**16. Committee Reports.**

- a. Finance (Director Garrett) – None.

The Board directed staff to add Finance & Engineering Committee appointments to the December 20, 2011 agenda.

- b. Engineering (Director Rodriguez) – Director Rodriguez asked staff to schedule a January 2012 committee meeting.
- c. Public Relations – Allison Harnden reported on the upcoming Christmas luncheon on December 20, 2011 at 11:30 a.m.

**17. General Manager’s Report.**

- a. General Manager’s Report

**ACTION:** Note and file.

1. Capital Project Update.

2. EVMWQ Ag Water Agreement.

**ACTION:** Director Rodriguez moved to approve the agreement in substantial form with minor revisions as directed. Director Destache seconded. Motion carried unanimously.

3. RCRCD/SEP Funding.

- a. Agreement and Escrow Instructions for Purchase & Sale of Property.

**ACTION:** Director Rodriguez moved to approve the Agreement and Escrow Instructions for Purchase & Sale of Property. Director Destache seconded. Motion carried unanimously.

- b. Conservation Easement Deed language.

**ACTION:** Director Destache moved to approve the Conservation Easement Deed

language and discretion to General Manager and legal counsel to modify language as needed. Director Garrett seconded. Motion carried unanimously.

- c. Agreement for funding the Acquisition and the Disposition of Real Property between the LLWD and the RCRCD (Deleo Property).

**ACTION:** Director Destache moved to approve the Agreement for funding the Acquisition and the Disposition and discretion to General Manager and legal counsel to modify language as needed. Director Rodriguez seconded. Motion carried unanimously.

President Colladay left the meeting at this time (10:05 a.m.)

- b. Operations Report.

**ACTION:** Note and file.

The Board discussed the theft of the company truck on 10/1/11.

**18. District Engineer's Report.**

- a. Status of Projects

**ACTION:** Note and file.

**19. District Counsel's Report – None.**

Staff notified counsel of a subpoena received regarding a water lien.

**20. Seminars/Workshops.**

**21. 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.

**22. Closed Session.**

**ACTION:** The board adjourned into closed session with agency representative Jeff Pape at 10:45 a.m. and resumed the regular meeting at 11:43 a.m. with no reportable action.

**23. Adjournment.**

There being no further business, the November 29, 2011 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:45 a.m. by Vice President Rodriguez.

**ATTEST:**

**APPROVED:**

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

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

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

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