

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

December 20, 2005

PRESENT

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

ABSENT

GUESTS

L. Dotson

STAFF

J. Pastore
A. Harnden
M. McCullough
H. Riebe
J. Pape

1. Roll Call and Call to Order.

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

2. Presentations and Acknowledgments.

- a. AB 1234 – Ethics Training Information – Noted and filed.
- b. Supervisor Ashley Request – Noted and filed.

3. Public Comment.

BOARD ITEMS:

4. Minutes of the November 15, 2005 Regular Meeting.

ACTION: Director Garrett moved to approve the Minutes as amended on pg. 6 Phil Stone was to be Fieldstone and on pg. 7 that John Pastore is leaving the District because he is now Regional Director of SCAP. Director Destache seconded. Motion carried unanimously.

5. Payment Authorization Report.

ACTION: Director Garrett moved to approve the financial report and to authorize payment of the November 2005 invoices. Director Deleo 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 – None.

b. 1526 estimated houses to be built. 503 houses built to date. 33% complete.

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

a. Project Update – Lee Dotson reported that the punch list items are being completed on the booster pump station and they are pouring the floor in the sewer lift station tomorrow.

b. 550 estimated houses to be built. 123 houses built to date. 24% complete.

9. KB Home “Painted Hills” Project.

a. Project Update – None.

b. 204 houses to be built. 200 houses occupied to date. 98% complete.

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

a. Project Update – None.

b. 30 houses to be built. 0 houses occupied to date. 0% complete.

11. Shea Homes “Trilogy” Project.

a. Project Update – None.

b. Assignment of sewer service rights by Shea Homes from Trilogy project.

ACTION: Director Rodriguez moved to approve the transfer of sewer service rights to various landowners within the District, as presented by Shea Homes. Director Garrett seconded. Director Destache abstained. Motion carried.

- c. 1266 houses to be built. 902 houses occupied to date. 71% complete.
- 12. Ranpac “Toscana” Project.**
- a. Project Update – The General Manager reported that the EIR is out for review.
 - b. 1443 estimated houses to be built.
- 13. Ridge Properties “Wildrose East Business Park” Project**
- a. Project Update – Grant Destache reported that they are finishing road improvements.
- 14. Mission Clay “Serano Specific Plan” Project (Blair Dahl).**
- a. Project Update – Director Garrett reported that the HANS is complete.
- 15. Consideration of proposal from Cingular Wireless for cell site facilities lease at the Wildrose Reservoir Site.**

The Board agreed in-concept and directed staff to proceed with drafting an executable contract.

- 16. Consideration of proposal from Gail Trucking for lease of the LLWD Option Property site for tire and equipment storage.**
- ACTION:** Director Deleo moved to deny the proposal from Gail Trucking. Director Garrett seconded. Director Destache abstained. Motion carried.

The Board directed staff to compile a letter for the next Board Meeting of proposed ideas for option property site.

- 17. Consideration of Contract Amendment No. 1 to Dudek & Associates Management Agreement Designating New General Manager.**
- ACTION:** Director Rodriguez moved to approve the Contract Amendment designating a new general manager that will be billed at the District Manager rate shown on the 2006 Dudek & Associates Standard Schedule of Charges. Director Destache seconded. Motion carried unanimously.
- 18. Water Utilization Reports. – Note and file.**
- 19. Committee Reports.**
- a. Finance (Director Garrett) – None.
 - b. Engineering (Director Rodriguez) – None.

- c. Public Relations (Director Deleo) – Director Deleo reported that the County has hired an independent consultant to design a theme for the Temescal Valley.
 - 1. Heritage Foundation Museum trailer status – Joyce reported that they are still working on finding a home for the trailer.
 - 2. Open House Planning – This item was tabled.

20. General Manager’s Report.

- a. State of the District Address – Noted and filed.
- b. General Manager’s Report – Noted and filed.
- c. Operations Report – Noted and filed.
- d. Administration Report.
 - 1. Permanent vs. Temporary Staffing.

ACTION: Director Garrett moved to approve hiring of a permanent receptionist and giving Brenda a promotion to Customer Service Representative. Director Destache seconded. Motion carried unanimously.
 - 2. New billing format – The Board thanked Allison for investigating the possible cost saving opportunities.
 - 3. Hardship Policy – The Board requested staff to research other agencies with similar policies and bring back a recommendation at the next Board meeting.
- e. Treatment Plant and Admin. Building Construction Update. (Jeff Pape)
 - 1. Conclusion of Hammer Contract – Noted and filed.
 - 2. Administration Budget & Summary Update – Noted and filed.

21. District Engineer’s Report.

- a. Status of Projects – Noted and filed.
- b. Consideration for proposal for the LLWD Facility Plant Expansion Value Engineering Report.

ACTION: Director Deleo moved to approve the proposal with Dudek & associates in the amount of \$5,000. Director Destache seconded. Motion carried unanimously.

22. District Counsel’s Report – None.

23. Seminars/Workshops – None.

24. Closed Session.

At 11:30 a.m. President Colladay adjourned the meeting to Closed Session in order to discuss personnel issues in accordance with Section 54957.6 of the Government Code.

At 11:36 a.m. President Colladay re-opened the public meeting and announced that the Board had taken action to increase the compensation for the District’s Finance Manager.

25. Consideration of Correspondence.

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

26. Adjournment.

There being no further business, the December 20, 2005 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:37 a.m. by President Colladay.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____