

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

December 22, 2009

PRESENT

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

ABSENT

J. Deleo

GUESTS

C. Colladay

STAFF

J. Pape
A. Harnden
M. McCullough
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 President Colladay at 8:30 a.m.

2. Presentations and Acknowledgments.

3. Public Comment.

Connie Colladay wished the Board of Directors and staff a Merry Christmas.

BOARD ITEMS:

4. Minutes of the November 24, 2009 Regular Meeting.

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

Director Rodriguez joined the meeting at this point.

5. Payment Authorization Report.

ACTION: Director Garrett moved to approve the financial report and to authorize payment of the November 24-December 22, 2009 invoices. Director Destache 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. Presentation of FY 07/08 Audited Financial Statements.

ACTION: Director Garrett moved to approve the audited financial statements. Director Rodriguez seconded. Motion carried unanimously.

The Board directed the General Manager to request Ahern, Adcock & Devlin to clarify the last paragraph on page one.

8. Sycamore Creek Development.

a. Project Update – The General Manager reported that he is working with the developer to reconcile CFD package payments.

b. 1748 houses to be built. 1033 houses occupied to date. 59% complete.

9. CFD No. 1 Sycamore Creek Recycled Water System.

a. Update on progress.

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

a. Project Update – None.

b. 517 houses to be built. 424 houses occupied to date. 82% complete.

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

a. Project Update – None.

b. 30 houses to be built. 26 houses occupied to date. 87% complete.

12. Shea Homes “Trilogy” Project.

a. Project Update – The General Manager reported that he is meeting with developer on completed tracts.

b. 1317 houses to be built. 1315 houses occupied to date. 100% complete.

13. Ranpac “Toscana” Project.

a. Project Update – None.

b. 1443 estimated houses to be built.

14. **Ridge Properties “Wildrose East Business Park” Project (Jeff Cornett).**
 - a. Project Update – The General Manager reported that the private recycled water line in front of the TruPower building has a leak.

15. **Mission Clay “Serano Specific Plan” Project (Blair Dahl).**
 - a. Project Update – None.

16. **Water Utilization Reports.**

ACTION: Note and file.

The Board directed staff to add budget figures to page 35, Western Purchase spreadsheet for tracking purposes.

17. **Committee Reports.**
 - a. Finance (Director Garrett) – None.

 - b. Engineering (Director Rodriguez) – Director Rodriguez requested staff to set up 1st quarterly meeting for 2010 in January.

 - c. Public Relations (Director Deleo) – None.

18. **General Manager’s Report.**
 - a. General Manager’s Report
ACTION: Note and file.
 1. Biosolids Composting Pilot Project Technical Memorandum
ACTION: Director Garrett moved to authorize the General Manager to accept the proposal for the Biosolids Composting Demonstration Project Technical Memorandum and enter into a contract for the proposed work. Director Destache seconded. Motion carried unanimously.

The Board directed staff to schedule a tour of the biosolids facility in Chino, CA for them.

2. Phase I Concept Study Proposal for Recycled Water Storage and Disposal Options.
ACTION: Director Rodriguez moved to accept the proposal and enter into a contract for the proposed work. Director Destache seconded. Motion carried unanimously.

 3. Regional Water Quality Control Board Mandatory Penalty – Update..
- b. Operations Report

ACTION: Note and file.

19. District Engineer’s Report.

a. Status of Projects

ACTION: Note and file.

20. District Counsel’s Report – Dave Saunders reported that the District should develop a record retention policy in order to purge old records.

21. Seminars/Workshops.

a. Special District and Local Government Institute Governance, March 4-5, 2010, Huntington Beach, CA

22. 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.

23. Adjournment.

There being no further business, the December 22, 2009 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:14 a.m. by President Colladay.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____