

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

March 23, 2010

PRESENT

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

ABSENT

J. Deleo

GUESTS

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.

BOARD ITEMS:

4. Minutes of the February 23, 2010 Regular Meeting.

ACTION: Director Garrett moved to approve the Minutes as presented. 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 February 23 – March 23, 2010 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. Modifications & Additions to Employee Handbook.

ACTION: Director Destache moved to approve the Modifications & Additions subject to final review by District Counsel. Director Garrett seconded. Motion carried unanimously.

8. Acknowledge Original Board Adoption of Resolution of Intention to Approve a Contract on 2/23/10. Adopt Resolution R-10-01 Authorizing A Contract Between the Board of Administration California Public Employee's Retirement System and the Board of Directors Lee Lake Water District.

ACTION: Director Rodriguez moved to Adopt Resolution No. R-10-01 Authorizing A Contract Between the Board of Administration California Public Employee's Retirement System and the Board of Directors Lee Lake Water District. Director Garrett seconded. Motion carried unanimously.

9. Insert to Employee Handbook.

ACTION: Director Destache moved to approve Insert to Employee Handbook with a addition of language that Lee Lake is part of a Defined Contribution Retirement Plan and therefore not required to contribute to Social Security.

10. Ahern, Adcock & Devlin Financial Statements & Supplemental Information with Independent Auditor's Report for the years Ended June 30, 2009 and 2008.

ACTION: Director Garrett moved to approve the Independent Auditor's Report for the years Ended June 30, 2009 and 2008. Director Rodriguez seconded. Motion carried unanimously.

11. Sycamore Creek Development.

a. Project Update – The General Manager reported that Richmond America started developing lots.

b. 1748 houses to be built. 1043 houses occupied to date. 60% complete.

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

a. Project Update – The General Manager reported that we have received the 99% pipeline drawings and plan to bid pipeline in April.

13. Empire Capital "The Retreat CFD #3".

a. Project Update – The General Manager reported that the maintenance building and two restrooms are in plan check.

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

14. Ranpac “Toscana” Project.

- a. Project Update – Sam Yoo reported via email that there are no new updates on the project. Sam also reported that they were awarded the contract to start the design of the road. It was approved at the Board of Supervisors meeting last Tuesday.

The tentative schedule for the road design/construction is as follows:

Prelim. Design: 6 months (choosing an alignment of the “S” curve)

Final Design: 6 months

Construction: 10-12 months

The Board directed staff to add the Re-alignment of Temescal Canyon Road to future agenda packages as a separate line item.

- b. 1443 estimated houses to be built.

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

- a. Project Update – The General Manager reported that Ridge is working to fix eroded Lee Lake Water District pipeline.

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

- a. Project Update – None.

17. Water Utilization Reports.

ACTION: Note and file.

18. Committee Reports.

- a. Finance (Director Garrett) – None.
- b. Engineering (Director Rodriguez) – Director Rodriguez reported that the Engineering Committee would be meeting on April 8th.
- c. Public Relations (Director Deleo) – Allison Harnden reported that we donated water to the 1st Annual Spring Fling Egg Hunt. She also reported that we would be awarding three Easter baskets for the annual coloring drawing.

19. General Manager’s Report.

- a. General Manager’s Report

ACTION: Note and file.

1. Dudek Proposal for Engineering Design Services for Recycled Water Reservoir, Percolation Basins and Infrastructure.

ACTION: Director Rodriguez moved to approve the Engineering Design Services for Recycled Water, Percolation and Infrastructure Proposal from Dudek based on final review by the Engineering Committee. Director Destache seconded. Motion carried unanimously.

2. Water Supply Discussion.

- b. Operations Report

ACTION: Note and file.

20. District Engineer's Report.

- a. Status of Projects

ACTION: Note and file.

21. District Counsel's Report – None.

22. Seminars/Workshops.

23. Consideration of Correspondence.

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

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

- 2009 Annual Report for NPDES No. CA8000100
- Supplemental Environmental Project Final Report (SEP) July 2006-June 2009 by the Riverside-Corona Resource Conservation District for the Santa Ana Regional Water Quality Control Board

24. Adjournment.

There being no further business, the March 23, 2010 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:05 a.m. by President Colladay.

ATTEST:

APPROVED:

Owen Garrett, Secretary

Charles Colladay, President

Date: _____

Date: _____