

**AGENDA FOR THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE LEE LAKE WATER DISTRICT
JULY 26, 2011, 8:30 A.M. AT
THE DISTRICT'S ADMINISTRATIVE OFFICE
22646 TEMESCAL CANYON ROAD, CORONA, CALIFORNIA 92883-5015**

The following is a summary of the rules of order governing meetings of the Lee Lake Water District Board of Directors:

AGENDA ITEMS

In case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. An emergency is defined as a work stoppage; a crippling disaster; or other activity, which severely imperils public health, safety or both. Also, items, which arise after the posting of Agenda, may be added by a two-thirds vote of the Board of Directors.

PUBLIC COMMENT

Persons wishing to address a matter not on the Agenda may be heard at this time; however, no action will be taken until placed on a future agenda in accordance with Board policy.

NOTICE TO PUBLIC

All matters listed under the Consent Calendar will be voted upon by one motion. There will be no separate discussion of these items, unless a Board Member or member of the public requests that a particular item(s) be removed from the Consent Calendar, in which case, they will be considered separately under New Business.

**IF ANYONE WISHES TO SPEAK WITH THE BOARD
ABOUT ANY CONSENT CALENDAR MATTER(S),
PLEASE STATE YOUR NAME, ADDRESS,
AND APPROPRIATE ITEM NUMBER(S).**

AFFIDAVIT OF POSTING

I, Allison Harnden, Office Manager of the Lee Lake Water District, hereby certify that I caused the posting of the Agenda at the District office at 22646 Temescal Canyon Road, Corona, California 92883-5015 prior to July 22, 2011.

Allison Harnden, Office Manager

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July 26, 2011**

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1. **Roll Call and Call to Order.**
2. **Presentations and Acknowledgments.**
 - a. County of Riverside, August 30, 2011 Consolidated UDEL Election **1-2**
3. **Public Comment.**

BOARD ITEMS:

4. **Minutes of the June 28, 2011 Regular Meeting.** **3-7**
RECOMMENDATION: Approve Minutes as written.
5. **Payment Authorization Report.** **8-10**
RECOMMENDATION: Approve Report and authorize payment of the June 28 – July 26, 2011 invoices.
6. **Revenue & Expenditure Reports. (Unaudited).**
 - a. Revenue & Expenditure Report. **11-29**
RECOMMENDATION: Note and file.
 - b. Chase Bank Savings Account. **30-32**
RECOMMENDATION: To be made by the Board.
 - c. Bad Debt Write-off. **33-34**
RECOMMENDATION: Authorize the write-off of \$4,598.22 in delinquent accounts.
 - d. Lien update. **35**
RECOMMENDATION: Note and file.
7. **Resolution No. R-11-05 Authorizing Delegates to Vote on Behalf of the District, at the LAFCO Special Districts Election.** **36-38**
RECOMMENDATION: Adopt Resolution No. R-11-05.

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- 8. Annual Meeting of the Lee Lake Water District Financing Corporation. 39-41**
- I. Call to order.
 - II. Report on Status of projects.
 - III. Approval of prior meeting Minutes.
 - IV. Appointment of new officers.
 - V. Public Comment.
 - VI. Other Business.
 - VII. Adjournment.
- 9. Public Hearing on FY 2011/2012 Budget for CFD's 1, 2 & 3 and Fees & Charges to be collected on the General Tax Roll.**
- a. Open Public Hearing.
 - b. Public Comment.
 - c. Discussion on budgets, fees and charges.
 - d. Close Public Hearing.
 - e. Resolution No. R-11-06 Adopting the Report Regarding Water and Sewer Service Standby Charges for FY 2011/2012 to be collected on the tax roll. **42-44**
RECOMMENDATION: Adopt Resolution No. R-11-06.
 - f. Resolution No. R-11-07 Adopting Current Standby Rate Schedule for Fiscal Year 2011/2012. **45-47**
RECOMMENDATION: Adopt Resolution No. R-11-07.
 - g. Resolution No. R-11-08 Adopting the FY 2011/2012 budgets as presented for CFD's 1, 2 & 3. **48-55**
RECOMMENDATION: Adopt Resolution No. R-11-08.
 - h. Resolution No. R-11-09 Levying a Charge for the Payment of Maintenance and Operation Expenses for Sewer Treatment Plant Serving Sewer Improvement District No. 1 for FY 2011/2012. **56-58**
RECOMMENDATION: Adopt Resolution No. R-11-09.
 - i. Resolution No. R-11-10 Levying a Charge for the Payment of Maintenance and Operation Expenses for Sewer Treatment Plant Serving Sewer Improvement District No. 2 for FY 2011/2012. **59-61**
RECOMMENDATION: Adopt Resolution No. R-11-10.

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j. Resolution No. R-11-11 Authorizing the Levy of Special Taxes for CFD No. 1, Sycamore Creek, for Fiscal Year 2011/2012. RECOMMENDATION: Adopt Resolution No. R-11-11.	62-69
k. Resolution No. R-11-12 Authorizing the Levy of Special Taxes for CFD No. 2, Montecito Ranch, for Fiscal Year 2011/2012. RECOMMENDATION: Adopt Resolution No. R-11-12.	70-75
l. Resolution No. R-11-13 Authorizing the Levy of Special Taxes for CFD No. 3, The Retreat, for Fiscal Year 2011/2012. RECOMMENDATION: Adopt Resolution No. R-11-13.	76-81
10. Trilogy Development.	
a. Homeowners Association update.	(-)
b. Golf Course update.	(-)
11. Sycamore Creek Development.	
a. Project Update.	(-)
b. 1748 houses to be built. 1115 houses occupied to date. 64% complete	
c. Richmond America – Whisper Ridge 6 lots remaining with 1 house in inventory.	
d. Meritage Homes – 67 lots, 2 models, 5 homes built, 2 occupied, 4 under construction, 6 additional lots released by County.	
12. CFD No. 1 Sycamore Creek Recycled Water System.	
a. Update on progress.	(-)
b. Non-potable water project 1.5 MG Storage Tank Construction Payment Request No. 6. RECOMMENDATION: Approve.	82-86
c. Non-potable booster pump station construction Payment Request No. 1. RECOMMENDATION: Approve.	87-88

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- 13. Retreat Development – Ryland Homes.**
- a. Retreat recycled water conversion update. (-)
 - b. 517 houses to be built. 453 houses occupied to date. 88% complete
 - c. Ryland Homes 77 lots priced between \$474-555K, 26 lots released by County, 19 sold, 12 complete with 11 occupied and 1 in inventory.
- 14. Ranpac “Toscana” Project (Sam Yoo).**
- a. Project Update. (-)
 - b. 1443 estimated houses to be built.
- 15. Re-alignment of Temescal Canyon Road (Sam Yoo).**
- a. Project Update. (-)
- 16. Ridge Properties “Wild Rose Business Park” Project (Tracy Hodge).**
- a. Project Update. (-)
- 17. Mission Clay “Serano Specific Plan” Project (Blair Dahl).**
- a. Project Update. (-)
- 18. Water Utilization Reports. 89-102**
RECOMMENDATION: Note and file.
- 19. Committee Reports.**
- a. Finance (Director Garrett). (-)
 - b. Engineering (Director Rodriguez). (-)
 - c. Public Relations (Director Deleo). (-)

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20. General Manager's Report.	
a. General Manager's Report.	103
b. Operations Report.	104-105
21. Office Manager's Report.	
a. Prop 218 Notice and upcoming Public Hearing RECOMMENDATION: Note and file.	106-108
b. Modifications to Employee Handbook. RECOMMENDATION: Approve.	109-114
22. District Engineer's Report.	
a. Status of Projects.	115
23. District Counsel's Report.	(-)
24. Seminars/Workshops.	
25. Consideration of Correspondence.	116
An informational package containing copies of all pertinent correspondence for the Month of June will be distributed to each Director along with the Agenda.	
26. Adjournment.	