

**AGENDA FOR THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE LEE LAKE WATER DISTRICT  
JULY 27, 2010, 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 23, 2010.

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Allison Harnden, Office Manager

**AGENDA FOR REGULAR MEETING**  
**July 27, 2010**

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1. **Roll Call and Call to Order.**
2. **Presentations and Acknowledgments.**
3. **Public Comment.**

**BOARD ITEMS:**

4. **Minutes of the June 22, 2010 Regular Meeting.** **1-5**  
**RECOMMENDATION:** Approve Minutes as written.
5. **Payment Authorization Report.** **6-8**  
**RECOMMENDATION:** Approve Report and authorize payment of the June 22-July 27, 2010 invoices.
6. **Revenue & Expenditure Reports. (Unaudited).** **9-24**
  - a. Revenue & Expenditure Report.  
**RECOMMENDATION:** Note and file.
  - b. Bad Debt Write-off. **25-26**  
**RECOMMENDATION:** Authorize the write-off of \$7,800.22 in delinquent accounts.
  - c. Lien update. **27**  
**RECOMMENDATION:** Note and file.
7. **Biennial Review of District Conflict of Interest Code Reviewing Designation of Employees Require to File Annual Disclosure Statements.** **28-50**  
**RECOMMENDATION:** To be made by the Board.

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- 8. Annual Meeting of the Lee Lake Water District Financing Corporation. 51-53**
- 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 2009/2010 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-10-02 Adopting the Report Regarding Water and Sewer Service Standby Charges for FY 2010/2011 to be collected on the tax roll. **54-56**  
**RECOMMENDATION:** Adopt Resolution No. R-10-02.
  - f. Resolution No. R-10-03 Adopting Current Standby Rate Schedule for Fiscal Year 2010/2011. **57-59**  
**RECOMMENDATION:** Adopt Resolution No. R-10-03.
  - g. Resolution No. R-10-04 Adopting the FY 2010/2011 budgets as presented for CFD's 1, 2 & 3. **60-70**  
**RECOMMENDATION:** Adopt Resolution No. R-10-04.
  - h. Resolution No. R-10-05 Levying a Charge for the Payment of Maintenance and Operation Expenses for Sewer Treatment Plant Serving Sewer Improvement District No. 1 for FY 2010/2011. **71-73**  
**RECOMMENDATION:** Adopt Resolution No. R-10-05.
  - i. Resolution No. R-10-06 Levying a Charge for the Payment of Maintenance and Operation Expenses for Sewer Treatment Plant Serving Sewer Improvement District No. 2 for FY 2010/2011. **74-76**  
**RECOMMENDATION:** Adopt Resolution No. R-10-06.

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j. Resolution No. R-10-07 Authorizing the Levy of Special Taxes for CFD No. 1, Sycamore Creek, for Fiscal Year 2010/2011. <b>RECOMMENDATION:</b> Adopt Resolution No. R-10-07.	<b>77-84</b>
k. Resolution No. R-10-08 Authorizing the Levy of Special Taxes for CFD No. 2, Montecito Ranch, for Fiscal Year 2010/2011. <b>RECOMMENDATION:</b> Adopt Resolution No. R-10-08.	<b>85-90</b>
l. Resolution No. R-10-09 Authorizing the Levy of Special Taxes for CFD No. 3, The Retreat, for Fiscal Year 2010/2011. <b>RECOMMENDATION:</b> Adopt Resolution No. R-10-09.	<b>91-96</b>
<b>10. Sycamore Creek Development. (Brian Woods)</b>	
a. Project Update.	(-)
b. 1748 houses to be built. 1069 houses occupied to date. 61% complete	
<b>11. CFD No. 1 Sycamore Creek Recycled Water System.</b>	
a. Update on progress.	(-)
b. Non-potable water Pipeline Construction Payment Request No. 1. <b>RECOMMENDATION:</b> Approve.	<b>97-101</b>
<b>12. Retreat Development – Ryland Homes.</b>	
a. Project Update.	(-)
b. 517 houses to be built. 424 houses occupied to date. 82% complete	
<b>13. Ranpac “Toscana” Project (Sam Yoo).</b>	
a. Project Update.	(-)
b. 1443 estimated houses to be built.	
<b>14. Re-alignment of Temescal Canyon Road.</b>	
a. Project Update.	(-)

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<b>15. Ridge Properties “Wild Rose Business Park” Project (Tracy Hodge).</b>	
a. Project Update.	(-)
<b>16. Mission Clay “Serano Specific Plan” Project (Blair Dahl).</b>	
a. Project Update.	(-)
<b>17. Water Utilization Reports.</b>	<b>102-114</b>
<b>RECOMMENDATION:</b> Note and file.	
<b>18. Committee Reports.</b>	
a. Finance (Director Garrett).	(-)
b. Engineering (Director Rodriguez) – July 15, 2010 meeting Agenda.	<b>115</b>
c. Public Relations (Director Deleo).	(-)
<b>19. General Manager’s Report.</b>	
a. General Manager’s Report.	<b>116</b>
1. Kennedy/Jenks Consultants Proposal for Asset Information Management System (AIMS) Phase 1.	<b>117-124</b>
<b>RECOMMENDATION:</b> Approve.	
2. Wild Rose Business Park and Leroy Road Sewer Lift Station.	<b>125-128</b>
<b>RECOMMENDATION:</b> Approve.	
b. Operations Report.	<b>129-130</b>
<b>20. Office Manager’s Report.</b>	
a. Modifications to Employee Handbook.	<b>131-154</b>
<b>RECOMMENDATION:</b> Approve.	
<b>21. District Engineer’s Report.</b>	
a. Status of Projects.	<b>155-156</b>

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<b>22. District Counsel's Report.</b>	(-)
<b>23. Seminars/Workshops.</b>	(-)
<b>24. Consideration of Correspondence.</b> An informational package containing copies of all pertinent correspondence for the Month of June will be distributed to each Director along with the Agenda.	<b>157</b>
<b>25. Adjournment.</b>	