

**AGENDA FOR THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE LEE LAKE WATER DISTRICT  
APRIL 23, 2013, 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 April 20, 2013.

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Allison Harnden, Office Manager

**AGENDA FOR REGULAR MEETING**  
**April 23, 2013**

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

**BOARD ITEMS:**

4. **Minutes of the March 26, 2013 Regular Meeting.** **6-9**  
**RECOMMENDATION:** Approve Minutes as written.
5. **Payment Authorization Report.** **10-12**  
**RECOMMENDATION:** Approve Report and authorize payment of the March 26-April 23, 2013 invoices.
6. **Revenue & Expenditure Reports. (Unaudited).**
  - a. **Revenue & Expenditure Report.** **13-33**  
**RECOMMENDATION:** Note and file.
  - b. **Lien update.** **34**  
**RECOMMENDATION:** Note and file.
7. **Resolution No. R-13-05 of the Board of Directors of the Lee Lake Water District Authorizing the Execution of a Joint Exercise of Powers Agreement with Community Facilities District No. 1 (Sycamore Creek) of the Lee Lake Water District for the Purpose of Establishing the Lee Lake Public Financing Authority.** **35-50**  
**RECOMMENDATION:** Approve.
8. **Adjourn to Meeting of the CFD No. 1 (Sycamore Creek).** **51-66**

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- 9. Trilogy Development.**
- a. Homeowners Association update. (-)
  - b. Golf Course update. (-)
- 10. Sycamore Creek Development.**
- a. Project Update. (-)
  - b. 1738 homes to be built. 1136 houses occupied to date. 65% complete.
- 11. Retreat Development – Ryland Homes.**
- a. Project Update. (-)
  - b. 517 homes to be built. 496 houses occupied to date. 96% complete.
- 12. Ranpac “Toscana” Project.**
- a. Project Update. (-)
  - b. 1443 estimated houses to be built.
- 13. Mission Clay “Serano Specific Plan” Project.**
- a. Project Update. (-)
- 14. Water Utilization Reports.** **67-79**  
**RECOMMENDATION:** Note and file.
- 15. Committee Reports.**
- a. Finance (Director Rodriguez). (-)
    - 1. CFD Refunding Consultant Service Agreements. **80-94**  
**RECOMMENDATION:** Authorize the General Manager to execute the following Service Agreements:  
Wildan – Special Tax Consultant  
PiperJaffray – Underwriter  
Jones Hall – Bond and Disclosure Counsel
  - b. Engineering (Director Destache). (-)

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c. Public Relations (Allison Harnden).	(-)
<b>16. General Manager's Report.</b>	
a. General Manager's Report.	<b>95-96</b>
1. Retreat RW Conversion Disbursement.	<b>97-118</b>
<b>RECOMMENDATION:</b> Discuss funding request to a maximum of \$34,152.59 and authorize General Manager to fund RW conversion project.	
2. SSC Construction Inc. Percolation & Storage Project Payment Request No. 9.	<b>119-120</b>
<b>RECOMMENDATION:</b> Approve Payment Request No. 9.	
b. Operations Report.	<b>121-122</b>
<b>17. Office Manager's Report.</b>	
a. Modifications to Employee Handbook – Fraud Policy.	(-)
<b>RECOMMENDATION:</b> By District Counsel.	
b. Policy for Records Retention and Destruction of Public Utility Records.	(-)
<b>RECOMMENDATION:</b> By District Counsel.	
<b>18. District Engineer's Report.</b>	<b>123</b>
a. Status of Projects.	
<b>19. District Counsel's Report.</b>	(-)
<b>20. Seminars/Workshops.</b>	(-)
<b>21. Consideration of Correspondence.</b>	<b>124-</b>
An informational package containing copies of all pertinent correspondence for the Month of March will be distributed to each Director along with the Agenda.	
<b>22. Adjournment.</b>	