

**AGENDA FOR THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE LEE LAKE WATER DISTRICT
DECEMBER 20, 2005, 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 December 16, 2005.

Allison Harnden, Office Manager

**AGENDA FOR REGULAR MEETING
December 20, 2005**

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1. **Roll Call and Call to Order.**

2. **Presentations and Acknowledgments.**
 - a. AB 1234 – Ethics Training. 1

 - b. Supervisor Ashley Request. 2-3

3. **Public Comment.**

BOARD ITEMS:

4. **Minutes of November 15, 2005 Regular Meeting.** 4-8
RECOMMENDATION: Approve Minutes as written.

5. **Payment Authorization Report.** 9-12
RECOMMENDATION: Approve Report and authorize payment of the November 2005 invoices.

6. **Revenue & Expenditure Reports. (Unaudited).** 13-22
 - a. Revenue & Expenditure Report.
RECOMMENDATION: Note and file.

 - b. Bad Debt Write-Off - None. (-)

7. **Sycamore Creek CFD #1 (Steve Stout).**
 - a. Project Update & CFD Staff Report. (-)

 - b. 1531 houses to be built. 503 houses built to date. 33% complete

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8. **Empire Capital “The Retreat” CFD #3 (Lee Dotson).**
- a. Project Update. 23
 - b. Staff has verified that the Indenture of Trust set a date of 2/23/07 as the date that the restricted CFD #3 funds for school mitigation be used or they will have to be returned to the redemption fund. (-)
 - c. 550 houses to be built. 123 houses built to date. 24 % complete.
9. **KB Home “Painted Hills” Project (Doug Fairbanks, Superintendent).**
- a. Project Update. (-)
 - b. 204 houses to be built. 200 houses occupied to date. 98% complete
10. **KB Home “Canyon Oaks” (Painted Hills No. 2)**
- a. Project Update. (-)
 - b. 30 houses to be built. 0 houses occupied to date. 0% complete.
11. **Shea Homes “Trilogy” Project (Brett Hughes).**
- a. Project Update. (-)
 - b. Assignment of sewer service rights by Shea Homes from Trilogy project. **(to be dist.)**
- RECOMMENDATION:** Approve assignment as presented to various landowners within the District.
- c. 1266 houses to be built. 902 houses occupied to date. 71% complete
12. **Ranpac “Toscana” Project (Sam Yoo).**
- a. Project Update. (-)
 - b. 1443 estimated houses to be built.
13. **Ridge Properties “Wild Rose Business Park” Project (Grant Destache).**
- a. Project Update. (-)

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14. Mission Clay “Serano Specific Plan” Project (Blair Dahl).	
a. Project Update.	(-)
15. Consideration of proposal from Cingular Wireless for cell site facilities lease at the Wildrose Reservoir Site.	24-27
RECOMMENDATION: Approve in-concept and direct staff to prepare an executable contract for consideration at the January meeting.	
16. Consideration of proposal from Gail Trucking for lease of the LLWD (to be dist.) Option Property site for tire and equipment storage.	
RECOMMENDATION: Approve.	
17. Consideration of Contract Amendment No. 1 to Dudek & Associates Management Agreement Designating New General Manager.	28-38
RECOMMENDATION: Approve Contract Amendment No. 1.	
18. Water Utilization Reports.	39-48
RECOMMENDATION: Note and file.	
19. Committee Reports.	
a. Finance (Director Garrett).	(-)
b. Engineering (Director Rodriguez).	(-)
c. Public Relations (Director Deleo).	(-)
20. General Manager’s Report.	
a. State of the District Address.	49-53
b. General Manager’s Report.	54-58
c. Operations Report.	59-60
d. Administration Report.	
1. Permanent vs. Temporary Staffing.	61-63
RECOMMENDATION: Approve.	

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2. New billing format.	64-66
3. Hardship Policy.	(-)
e. Treatment Plant and Admin. Building Construction Update (Jeff Pape).	67-73
1. Conclusion of Hammer Contract.	
2. Administration Budget & Summary Update.	
21. District Engineer's Report.	
a. Status of Projects.	74-76
b. Consideration for proposal for the LLWD Facility Plant Expansion Value Engineering Report.	77-80
RECOMMENDATION: To be made by Board.	
22. District Counsel's Report.	(-)
23. Seminars/Workshops.	(-)
24. Closed Session.	
1. To be held for the purpose of "Personnel Matters", in accordance with Section 54957.6 of the Government Code.	
25. Consideration of Correspondence.	
An informational package containing copies of all pertinent correspondence for the Month of November will be distributed to each Director along with the Agenda.	
26. Adjournment.	