

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

**August 27, 2013**

**PRESENT**

C. Colladay  
P. Rodriguez  
G. Destache

J. Butler  
D. De Frates

**ABSENT**

**GUESTS**

J. Sincich  
R. Mucha  
T. Davis

**STAFF**

J. Pape  
M. McCullough  
A. Harnden  
N. Harper  
D. Saunders  
K. Caldwell

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

The regular meeting of the Lee Lake Water District was called to order by President Colladay at 9:14 a.m.

**2. Presentations and Acknowledgments.**

**3. Public Comment.**

Jerry Sincich, resident of Sycamore Creek asked if the Board would be sending a representative to the September 26, 2013 LAFCO meeting. The Board responded that there will not be an official Board representative at the meeting that will comment or make any presentation; however, individual Board members may be present as property owners within the Sphere of Influence. The General Manager also plans on being in attendance.

**BOARD ITEMS:**

**4. Minutes of the July 23, 2013 Regular Meeting.**

**ACTION:** Director Butler moved to approve the Minutes as presented. Director Rodriguez seconded. Director Destache abstained. Motion carried.

**5. Payment Authorization Report.**

**ACTION:** Director Rodriguez moved to approve the financial report and to authorize payment of the July 23-August 27, 2013 invoices. Director De Frates seconded. Motion carried unanimously.

The Board directed staff to investigate methane gas and solar panel pricing to offset the SCE 18% increase.

**6. Revenue & Expenditure Reports (Unaudited).**

- a. Revenue & Expenditure Report.

**ACTION:** Note and file.

- b. Lien update.

**ACTION:** Note and file.

**7. Trilogy Development.**

- a. Homeowners Association update.

- b. Golf Course update.

**8. Sycamore Creek Development.**

- a. Project Update.

- b. 1738 homes to be built. 1156 houses occupied to date. 66% complete.

**9. Retreat Development – Ryland Homes.**

- a. Project Update – The General Manager reported that all homes are sold and that we will be partnering with the Forest Service to ensure that the fire service road by the upper tank is repaired for better long term access.

- b. 517 homes to be built. 516 houses occupied to date. 100% complete.

**10. Toscana Development.**

- a. Project Update – The General Manager reported that he met with the developer who is contracting Wilson Engineering for the water/sewer master plans.

- b. 1443 estimated houses to be built.

**11. Water Utilization Reports.**

**ACTION:** Note and file.

**12. Committee Reports.**

- a. Finance (Director Rodriguez).

- b. Engineering (Director Destache).

c. Public Relations (Allison Harnden).

**13. General Manager's Report.**

a. General Manager's Report

**ACTION:** Note and file.

1. SSC Construction Inc. Design Build EQ Construction Payment Request No. 4.

**ACTION:** Director Destache moved to approve payment request No. 4. Director Butler seconded. Motion carried unanimously.

2. Wildrose Business Park Owners Association's Private Recycled Water delivery loop.

**ACTION:** Director Rodriguez moved to accept the private recycled water delivery loop into Lee Lake's system contingent on a three year warranty from Wildrose Business Park Owners Association. Director De Frates seconded. Director Destache recused himself. Motion carried.

b. Operations Report.

**ACTION:** Note and file.

**14. Office Manager's Report.**

a. Incrementum Proposal.

**ACTION:** Director Rodriguez moved to approve the proposal as presented. Director Destache seconded. Motion carried unanimously.

b. Bottled Water Request Form.

**ACTION:** Director Butler moved to approve the form as presented. Director De Frates seconded. Motion carried unanimously.

**15. District Engineer's Report.**

a. Status of Projects.

**ACTION:** Note and file.

**16. District Counsel's Report.**

**17. Seminars/Workshops.**

**18. Consideration of Correspondence.**

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

**19. Adjournment.**

There being no further business, the August 27, 2013 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:20 ;a.m. by President Colladay.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Paul Rodriguez, Secretary

\_\_\_\_\_  
Charles Colladay, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_