

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

**July 22, 2014**

**PRESENT**

C. Colladay  
P. Rodriguez  
J. Butler

**ABSENT**

D. De Frates  
G. Destache

**GUESTS**

B. Paul  
J. Watson  
R. Mucha  
B. Owen  
L. Halstead  
T. Vineski  
C. Garvin

**STAFF**

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

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

The regular meeting of the Lee Lake Water District was called to order by President Colladay at 8:30 a.m.

**2. Presentations and Acknowledgments.**

**3. Public Comment.**

**BOARD ITEMS:**

**4. Minutes of the June 24, 2014 Regular Meeting.**

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

**5. Payment Authorization Report.**

**ACTION:** Director Rodriguez moved to approve the financial report and to authorize payment of the June 24-July 22, 2014 invoices. Director Butler seconded. Motion carried unanimously.

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

a. Revenue & Expenditure Report.

**ACTION:** Note and file.

b. Bad Debt Write-off.

**ACTION:** Director Butler moved to authorize the write-off of \$3,432.80 in delinquent accounts. Director Rodriguez seconded. Motion carried unanimously.

c. Lien update.

**ACTION:** Note and file.

**7. Biennial Review of District Conflict of Interest Code Reviewing Designation of Employees Required to File Annual Disclosure Statements.**

**ACTION:** Director Rodriguez moved to re-affirm existing Conflict of Interest Policy. Director Butler seconded. Motion carried unanimously.

**8. Annual Meeting of the Lee Lake Water District Financing Corporation.**

I. President Colladay opened the Annual Meeting of the Lee Lake Water District Financing Corporation at 8:45 a.m.

II. Report on Status of projects – None.

III. Approval of prior meeting Minutes.

**ACTION:** Director Rodriguez moved to approve the July 23, 2013 meeting minutes. Director Butler seconded. Motion carried unanimously.

IV. Appointment of new officers.

**ACTION:** Director Rodriguez moved to maintain current officers. Director Butler seconded. Motion carried unanimously.

V. Public Comment – None.

VI. Other Business – None.

VII. President Colladay adjourned the Annual Meeting of the Lee Lake Water District Financing Corporation at 8:46 a.m.

**9. Public Hearing on FY 2014/2015 Budget for CFD's 1, 2 & 3 and Fees & Charges to be collected on the General Tax Roll.**

a. President Colladay opened the Public Hearing at 8:46 a.m.

b. President Colladay called for Public Comment – None.

c. Discussion on budgets, fees and charges – The General Manager explained the necessity for the resolutions and the charges for standby.

d. President Colladay closed the Public Hearing at 9:17 a.m.

- e. Resolution No. R-14-03 Adopting the Report Regarding Water and Sewer Service Standby Charges for FY 2014/2015 to be collected on the tax roll.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-03. Director Butler seconded. Motion carried unanimously.
- f. Resolution No. R-14-04 Adopting Current Standby Rate Schedule for Fiscal Year 2014/2015.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-04. Director Butler seconded. Motion carried unanimously.
- g. Resolution No. R-14-05 Adopting the FY 2014/2015 budgets as presented for CFD's 1, 2 & 3.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-05 with a modification to CFD #3 to increase the credit so that the total indebtedness is the same as the prior year. Director Butler seconded. Motion carried unanimously.
- h. Resolution No. R-14-06 Levying a Charge for the Payment of Maintenance and Operation Expenses for Sewer Treatment Plant Serving Sewer Improvement District No. 1 for FY 2014/2015.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-06. Director Butler seconded. Motion carried unanimously.
- i. Resolution No. R-14-07 Levying a Charge for the Payment of Maintenance and Operation Expenses for Sewer Treatment Plant Serving Sewer Improvement District No. 2 for FY 2014/2015.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-07. Director Butler seconded. Motion carried unanimously.
- j. Resolution No. R-14-08 Authorizing the Levy of Special Taxes for CFD No. 1, Sycamore Creek, for Fiscal Year 2014/2015.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-08. Director Butler seconded. Motion carried unanimously.
- k. Resolution No. R-14-09 Authorizing the Levy of Special Taxes for CFD No. 2, Montecito Ranch, for Fiscal Year 2014/2015.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-09. Director Butler seconded. Motion carried unanimously.
- l. Resolution No. R-14-10 Authorizing the Levy of Special Taxes for CFD No. 3, The Retreat, for Fiscal Year 2014/2015.  
**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-10. Director Butler seconded. Motion carried unanimously.
- 10. Resolution No. R-14-11 Approving, Authorizing and Directing Execution of an Amended and Restated Joint Exercise of Powers Agreement Relating to the California Statewide Communities Development Authority.**

**ACTION:** Bob Owen with Tower discussed the benefits of joining JPA. Director Rodriguez moved to adopt Resolution No. R-14-11 with a correction to Section 1, the incorrect spelling of District. Director Butler seconded. Motion carried unanimously.

**11. Resolution No. R-14-12 Approving the Sale, Assignment and Grant of Options for Certain Delinquent Tax and Other Receivables to the California Statewide Communities Development Authority and Authorizing Execution and Delivery of Related Documents and Actions.**

**ACTION:** Director Rodriguez moved to adopt Resolution No. R-14-12. Director Butler seconded. Motion carried unanimously.

**12. Trilogy Development.**

- a. Homeowners Association update – The General Manager attended the MAC meeting and discussed the free sprinkler nozzle program and that we need to work with HOA's on front yard irrigation.
- b. Golf Course update – Director Butler discussed the large volume watering on golf course.

**13. Sycamore Creek Development (Brian Woods).**

- a. Project Update – The General Manager reported that Tri Pointe is ready to build and that tank bids were due last week. The water and sewer infrastructure is progressing.
- b. 1738 homes to be built. 1193 houses occupied to date. 68% complete.

**14. Toscana Development (Andy Petitjean).**

- a. Project Update – The General Manager reported on the varying levels of plan check status for the project. The Board asked him to schedule meeting with developer to discuss CFD formation and appropriate sizing requirements.
- b. 1443 estimated houses to be built.

**15. Water Utilization Reports.**

**ACTION:** Note and file.

**16. Committee Reports.**

- a. Finance (Director Rodriguez).
  1. LLWD Investment Policy No. P-14-01.

**ACTION:** Director Rodriguez moved to adopt Policy No. P-14-01. Director Butler seconded. Motion carried unanimously.

- b. Engineering (Director Destache). Staff to schedule a meeting in August to review all capital improvement projects.
- c. Public Relations (Allison Harnden) – Allison reported on the increase in calls concerning drought regulations and neighbors watering habits.

**17. General Manager's Report.**

- a. General Manager's Report

**ACTION:** Note and file.

- b. EVMWD Asset Transfer – The General Manager reported that both parties have executed the agreement and we are currently in a due diligence period until September 3, 2014.

- c. Western Municipal Water District 3-party agreement.

**ACTION:** Director Butler moved to authorize the General Manager to execute the agreement. Director Rodriguez seconded. Motion carried unanimously.

- d. State Water Resources Control Board – Conservation measures.

**ACTION:** Bring back to the Board in August.

- e. Flood Control Parcel – Information Only.

- f. Dawson Canyon tank site – update.

**ACTION:** The Board directed staff to schedule a meeting with legal counsel and Director Rodriguez to discuss further.

- g. Glen Eden Sun Club request for temporary water.

**ACTION:** The Board asked that this be discussed at the Engineering Committee Meeting after reviewing State requirements and be brought back to the Board in August.

- h. Operations Report.

**ACTION:** The Board asked for a percentage of clip-on replacements made to-date.

**18. District Engineer's Report.**

- a. Status of Projects.

**ACTION:** Note and file.

**19. District Counsel’s Report.**

**20. Seminars/Workshops.**

**21. Consideration of Correspondence.**

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

**22. Adjournment.**

There being no further business, the July 22, 2014 Regular Meeting of the Lee Lake Water District Board of Directors was adjourned at 11:21 a.m. by President Colladay.

**ATTEST:**

**APPROVED:**

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

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

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

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