



## LEE LAKE WATER DISTRICT

### BOARD OF DIRECTORS

C.W. Colladay  
Paul Rodriguez  
Grant E. Destache  
John Butler  
Damon De Frates

### GENERAL MANAGER

Jeff R. Pape

December 17, 2013

Mark A. Cope, Presiding Judge  
Superior Court of California  
County of Riverside  
4100 Main Street  
Riverside, CA 92501

RE: 2012-13 Grand Jury Report: Riverside County Water and Sanitation Districts,  
*Compensation and Transparency*

Dear Judge Cope,

Lee Lake Water District (District) received the Compensation and Transparency Report and as we have always known, the District's Board of Directors and Staff has always operated the water and sewer district as fair and transparent as possible for our customers. We have always been open and accessible to our customers who can walk in and speak directly to the General Manager. Please accept our apology for missing the September deadline.

The Grand Jury issued three recommendations in the 2012-13 Grand Jury Report findings, of which two apply to the District and we would like to take this opportunity to respond to the concerns of the jury.

#### **Recommendation Two**

*Each water and sanitary district shall provide a district website to provide access to public documents including financial, contractual, budgetary and compensation information for board of directors and general managers. These documents shall include benefits paid by the district on behalf of board members and general managers, and include the general managers contract. The districts shall maintain and update agendas, minutes, and financial reports as issued.*

#### **Response**

The District wholly agrees with the finding that our website should be a portal for our customers to access information easily from the District. We currently have a website where the customer can pay their bill, research agendas, look for water conservation programs, research our rate structure and find contact information for all staff, including the General Manager. The District will continue to be committed to transparency and accountability to our ratepayers.

Since we are a small District with limited staff, as staff time is available we will continue to add more information to the website and develop procedures where the Yearly Budget and Monthly Financials are available. The Districts' Board of Directors and employee compensation information has been available on the State of California Controller's website for the last three years and we will provide a link on our website. We will also add a page that includes the General Managers Contract.

**Recommendation Three**

*Water and sanitation district Board of Directors shall conduct board meetings after 6 pm to ensure maximum participation by ratepayers, and generate maximum public attendance.*

**Response**

The District has held its monthly meetings in the morning for over 15 years without any comments or complaints from our customers. The Grand Jury recommendation is to hold meetings after 6 PM and we agree partially with this recommendation. Please keep in mind that since we are a small district on a shoe-string budget, any meetings after hours would require overtime for staff. The benefit of being a small district is that we are readily available for any customer to ask and receive detailed information concerning the District. Since most of the District's business is non-confrontational and is primarily monthly financials, project and policy updates for the Board, we will continue to hold the regular meetings in the morning to accommodate Board and Staffing requirements. We will however, endeavor to schedule future meetings that involve public hearings for budgets, rate changes or CEQA action in the evening to foster customer participation.

In conclusion, Lee Lake Water District is and always will be committed to managing our customer's water and sewer needs responsibly by working with our Board of Directors to insure our customers have a safe and reliable water supply.

Sincerely,



Jeff R. Pape  
General Manager

CC: Riverside County Grand Jury