

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the January 21st, 2026 Regular Meeting

A. CALL TO ORDER

Chair Fabela called the Regular Meeting of the Board of Directors to order at 3:34 P.M.

B. ROLL CALL: Directors Monique Fabela, Wes Baker, and Charles Farrell were present. Manager James Kingland was in attendance, Clerk of the Board Amy Loren, and Operators Mike Kallerman and Justin Mincey. No public was present.

C. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD DECEMBER 17, 2025: On a motion from Vice Chair Baker, seconded by Director Farrell, the minutes were approved with 3 ayes, 0 nays.

D. FINANCIALS:

1. Review and Discuss the Financial Statement: The Board was provided with a check register and a Financial Statement for the month December 2025. After review, a motion was made by Vice Chair Baker to approve the financials, seconded by Director Farrell, and passed with 3 ayes, 0 nays.

E. PUBLIC INPUT: None.

F. CORRESPONDENCE: None.

G. GENERAL MANAGER REPORT / OFFICE REPORT:

GM Report:

Poly Tanks: The tanks are installed and online.

Plant B: Flow meters are now installed. Coastal Mountain came and installed a new transformer and 70-amp breaker for Plant B.

Leaks: We are still working on the project near Lee Bar and Kugelman.

Well 9 & 11: Well 9 failed its bacti test and we had to redo samples. Well 11 passed. Once both wells have passed then we will be able to put both wells online. Ground water monitoring equipment should be installed at 9 and 11 next week.

Well Rehab/Emergency Well Grant: We have reached the final completion stages.

Office Report:

Compliance and Deficiencies: Summer and Amy have updated the lists of current grants, projects, and deficiencies, as directed by the board to monitor progress.

Annexation: A cost tracking sheet for attorney fees was presented per the board's request. Wes asked that we request an additional deposit from the customers when the balance reaches \$1500.

SB 827 Training: Starting Jan 2026 new training is required for public officials. CSDA is offering online and in-person training in March.

The Office Report and General Manager's Report were approved on a motion from Chair Fabella seconded by Vice Chair Baker, and passed with 3 ayes, 0 nays.

H. OLD BUSINESS: None.

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I. NEW BUSINESS:

1. **Nomination and Election of Chair & Vice Chair for 2026:** Tabled.
2. **Dissolve All Previous Ad Hoc Committees and Appoint Ad Hoc Committees for Planning, Ordinances, Personnel, Finance, Public Info, and Rates:** Tabled.
3. **Consideration to Revise Policy 2156, Standby Time:** The policy was reviewed and a motion was made by Vice Chair Baker to remove section 2156.4.3 per the auditor's recommendation, and to increase standby compensation to \$40 per "weekday" and \$45 per "weekend", effective immediately. It was advised that the policy be reviewed each fiscal year. The motion was seconded by Chair Fabela, with 3 ayes, 0 nays.
4. **Consideration to Revise Policy 2090, Uniforms and Protective Clothing:** Amy advised that this policy had not been reviewed or updated since January 2021. The updated policy would raise the district reimbursement for work boots from \$125 to \$200 per employee, per fiscal year. On a motion by Director Farrell, seconded by Vice Chair Baker, the revised policy was approved with 3 ayes, 0 nays.
5. **Consideration to Revise Policy 2110, Health and Welfare Benefits:** The Board reviewed the revised policy which would increase the district's monthly health insurance contribution from \$1,500 to \$2,200 per employee. Amy explained that three of the six insured employees are currently paying out of pocket. A motion was made by Vice Chair Baker to accept the revised policy effective immediately or as soon as feasible to implement from a bookkeeping standpoint. The motion was seconded by Director Farrell and passed unanimously.
6. **Final Audit:** The audit was approved on a motion by Vice Chair Baker, seconded by Chair Fabela, with 3 ayes, 0 nays.
7. **Consideration to Change Date of February Meeting:** James asked the Board if we could reschedule next month's meeting for February 25th rather than the 18th. The Board agreed to reschedule February's meeting on a motion by Chair Fabela, seconded by Vice Chair Baker, with 3 ayes, 0 nays.

J. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA: None.

K. ANNOUNCEMENTS

1. **Statements of Economic Interests-Form 700, due April 1st**
2. **Next Regular Meeting to be held February 25, 2026, at 3:30 pm**

ADJOURNMENT AT 4:38 P.M.

There being no further business, a motion for adjournment was made by Chair Fabela, seconded by Director Farrell, 3 ayes, 0 nays.


Monique Fabela, Chair of the Board


Attest: Amy Loren, Clerk of the Board
Approved: February 25, 2026