

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the February 25th, 2026 Regular Meeting

A. CALL TO ORDER

Chair Fabela called the Regular Meeting of the Board of Directors to order at 3:30 P.M.

B. ROLL CALL: Directors Monique Fabela, Wes Baker, Jean Yanich, Kris Grotle, and Charles Farrell were present. Manager James Kingland was in attendance, Clerk of the Board Amy Loren, and Operators Mike Kallerman and Justin Mincey. Public present was Joseph Taylor.

C. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD

JANUARY 21, 2026: On a motion from Director Yanich, seconded by Vice Chair Baker, the minutes were approved with 5 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 January 2026. After review, a motion was made by Chair Fabela to approve the financials, seconded by Director Farrell, and passed with 5 ayes, 0 nays.

E. PUBLIC INPUT: Joseph Taylor spoke about his property on Rose Street where he is planning to build approximately 20 rental units. He is in the process of getting approval and cost estimates. He was advised to check with the fire marshal to determine water requirements for fire suppression, etc. Installing a master meter instead of individual meters for each unit would probably be preferable. He was just looking for guidance at this point and making the board aware of his plans.

F. CORRESPONDENCE: None.

G. GENERAL MANAGER REPORT / OFFICE REPORT:

GM Report:

Leaks: We finally finished the repair project near Lee Bar and Kugelman. That same night a leak on Quarterhorse occurred. Photos were available for review.

State Compliance: Site visit will be scheduled with State in the coming weeks, then we will officially be back in compliance.

Well 9 & 11: Pumpman came in and installed the data logger for wells 9 & 11.

Office Report:

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

Debt Interest Payment: Amy contacted USDA to inquire as to why the invoiced amount for the 3/2/25 payment was lower than what is required per the debt service schedule. No response yet.

Miscoded Debt Payments: Amy received account activity and payment history for the assessment district fund dating back to 2004. Additional records may be in LLCWD storage. Payments to DWR will be audited. All payments incorrectly made from fund 370 will need to be repaid from the general fund.

The Office Report and General Manager's Report were approved on a motion from Chair Fabela seconded by Director Yanich and passed with 5 ayes, 0 nays.

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H. OLD BUSINESS: None.

1. **Nomination and Election of Chair & Vice Chair for 2026:** Vice Chair Baker made a motion for the current Chair and Vice Chair to remain unchanged. The motion was seconded by Director Yanich with 5 ayes, 0 nays.
2. **Dissolve All Previous Ad Hoc Committees and Appoint Ad Hoc Committees for Planning, Ordinances, Personnel, Finance, Public Info, and Rates:** Vice Chair Baker made a motion to proceed with last year's Ad Hoc assignments remaining unchanged. The motion was seconded by Chair Fabela and passed unanimously.

I. NEW BUSINESS:

1. **Consideration to Approve Enrollment for CSDA In-Person Training, SB 827:** The Board discussed the training and decided the free online training would be a better option than the paid in-person opportunity. Tabled.
2. **Review and Consideration to Accept New Coverage Proposal from Lincoln-Leavitt Insurance Agency for the Period of April 2026-April 2027:** The Board reviewed the quote which was higher than expected and \$3,000 over budget. The Board instructed staff to inquire about cost saving options such as "good driver discounts", and ask for an additional quote with higher deductibles to consider. Tabled.

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 March 18, 2026, at 3:30 pm**

ADJOURNMENT AT 4:32 P.M.

There being no further business, a motion for adjournment was made by Chair Fabela, seconded by Director Yanich, 5 ayes, 0 nays.



Monique Fabela, Chair of the Board



Attest: Amy Loren, Clerk of the Board
Approved: March 18, 2026