

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the August 23rd, 2022 Regular Meeting

A. CALL TO ORDER

Vice Chair Cook called the Regular Meeting of the Board of Directors to order at 4:23 P.M.. Vice Chair Brianna Cook and Directors Frank McElwain and Noel Negrete were present. Also present was newly appointed Director Wes Baker who was sworn in before the meeting, James Kingland, Interim General Manager, Amy Loren, Clerk of the Board and staff Mike Kallerman. No Public was present.

B. APPROVE MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING HELD AUGUST 2, 2022:

On a motion from Director Negrete, seconded by Vice Chair Cook, the motion passed with 4 ayes, 0 nays.

C. FINANCIAL:

1. Review and Discuss the Financial Statement: The Board was provided a check register and a Financial Statement for the month of July 2022. The Board approved the financials on a motion from Director Negrete, seconded by Vice Chair Cook, the motion passed with 4 ayes, 0 nays.

D. PUBLIC INPUT: none

E. CORRESPONDENCE: none

F. GENERAL MANAGER REPORT:

1. DWR Grant Update- James explained that we received a grant of \$500,000 from DWR along with the Intertie funding. This \$500,00 is to go towards a new well at the property we purchased across from well #1. We submitted the draft funding agreement and are waiting for approval. The amount awarded is currently \$500,000 that will go towards a new well and any upgrade tied to the new well. We are requesting any additional \$200,000 for the project to go towards more upgrades with the new well.

2. SRF Grant- We put in a request to the State to send an SRF Specialist and help us resubmit a grant application to address our aging infrastructure throughout the District. We should get started within the next two weeks.

3. Nissan Work Truck: The totaled truck was picked up today and the insurance payout should be received this week. The General Managers Report was accepted on a motion by Director Negrete, seconded by Director McElwain, with 4 ayes, 0 nays.

G. OLD BUSINESS:

1. Consideration to Approve General Manager Employment Agreement and Authorize Board Vice Chairman to Sign: The agreement was reviewed by the Board. A motion was made by Director McElwain to accept the General Manager Employment Agreement for James Kingland. This motion was seconded by Director Negrete and passed with 4 ayes, 0 nays.

H. NEW BUSINESS

1. Consideration to Approve the 2022-2023 Adopted Budget: Amy explained the adjustments that were made from the Recommended Budget to allow for necessary projects and improvements for the year. Director Negrete made a motion to approve the 2022-2023 Adopted Budget. Vice Chair Cook seconded and the motion passed with 4 ayes, 0 nays.

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2. **Accept the Resignation of Vice Chair Cook Effective October 1, 2022:** A motion was made by Director Negrete to accept the resignation, seconded by Director McElwain, and passed with 4 ayes, 0 nays.

3. **Consideration to Update Authorized Signers on WestAmerica Bank Account:** With the recent turnover of Board members the bank signature card must be updated. Director Negrete motioned to remove Frank Haas and Coleta Barnhart from the WestAmerica Signature card and to add James Kingland and Noel Negrete. The motion was seconded by Vice Chair Cook and passed with 4 ayes, 0 nays.

4. **Consideration to Change Time of Regular Board Meetings to 6 PM:** Discussion only.

5. **Consideration to Update Authorized Signers for Safe Deposit Box at WestAmerica Bank:** It was realized that the signers for the WestAmerica Safe Deposit Box were outdated and should be changed. Director Negrete motioned to remove Todd Fiora, Summer Dahlquist, and Frank Haas and to add James Kingland and Amy Loren. The motion was seconded by Vice Chair Cook and passed with 4 ayes, 0 nays.

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

K. ANNOUNCEMENTS

1. **Next Regular Meeting to be held September 27th, 2022 at 4:00pm**

ADJOURNMENT AT 5:16 P.M.

There being no further business, a motion for adjournment was made by Vice Chair Cook, seconded by Director Negrete, 4 ayes 0 nays



Noel Negrete, Chairman



Attest: Amy Loren, Clerk of the Board
Approved: September 27, 2022