

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the July 16th, 2024 Regular Meeting

A. CALL TO ORDER

Chair Fabela called the Regular Meeting of the Board of Directors to order at 3:31 P.M.

B. ROLL CALL: Directors Monique Fabela, Jean Yanich, Wes Baker, Kris Grotle and Charles Farrell were present. Amy Loren, Clerk of the Board was also in attendance, as well as Manager James Kingland, and Executive Assistant, Summer Fiora. No public was present.

C. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD JUNE 25, 2024: On a motion from Chair Fabela, seconded by Director Yanich, the minutes were approved with 5 ayes, 0 nays.

D. FINANCIAL:

1. Review and Discuss the Financial Statement: The Board was provided a check register and a Financial Statement for the month of June 2024. Director Farrell inquired about a payment on the check register to SDRMA. Amy explained that it was the annual worker's compensation payment. Amy noted there was an increase from the previous year. When she inquired with SDRMA, she was told the increase was due to a claim. Wes advised staff to investigate whether or not the claim has been closed and if SDRMA was holding a reserve. A motion was made by Chair Fabela to approve the financials, seconded by Director Yanich, and passed with 5 ayes, 0 nays.

E. PUBLIC INPUT: None.

F. CORRESPONDENCE: None.

G. GENERAL MANAGER REPORT / OFFICE REPORT:

GM Report: James reported that the tanks are full. We had a crazy fire in the district last week. Thankfully it was handled quickly. There is a big project at the school next week to add an eight-inch extension off Lake Street. We may have to section it to err on the safe side. The Intertie project has been ongoing at the bridge, and the pump house is in. Next up is installing the poly tanks at Plant B. Plans underway.

Office Report: Amy advised the board that staff is working on implementing emergency service worker badges for employees and directors. Pictures will need to be obtained when convenient. The General Manager's Report and Office Report were accepted on a motion by Director Yanich, seconded by Director Farrell with 5 ayes, 0 nays.

H. OLD BUSINESS: None.

I. NEW BUSINESS:

1. Update Authorized Signers for WestAmerica Bank: Director Yanich made a motion to remove Noel Negrete from the signature card and to authorize James Kingland and Monique Fabela as signers. The motion was seconded by Vice Chair Baker, with 5 ayes, 0 nays.

2. Closed Session Pursuant to California Government Code 54957: Public Employee Performance Evaluation: Title – General Manager: The board entered into closed session at

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4:02 P.M. and entered back into open session at 4:53 P.M. after presenting James his review. A motion was made by Director Yanich to appoint James with a 6.5% raise. The motion was seconded by Vice Chair Baker, with 5 ayes, 0 nays.

3. **Consideration to Hold a Special Meeting August 20th for Adopted Budget Hearing and Rate Study Presentation:** A motion was made by Director Yanich to schedule the special meeting, seconded by Chair Fabela, with 5 ayes, 0 nays.

J. CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA: Amy explained that the financial reports needed to calculate the Prop 4 compliance were not made available until after the agenda was posted. However, there is a need to take immediate action as this compliance report is due to the Auditor-Controller by July 26th. A motion was made by Chair Fabela to add "Consideration to Adopt Resolution No. 2024-03, Fiscal Year 2023-2024 Prop 4 Compliance" to the agenda. The motion was seconded by Director Yanich with 5 ayes, 0 nays. Amy explained that the appropriations limit is established to place limits on the amount of tax revenue which can be spent by governmental agencies on an annual basis. She presented the report showing that the district was significantly under the limit for the 23/24 fiscal year. The resolution was adopted on a motion by Director Yanich, seconded by Chair Fabela with 5 ayes, 0 nays.

K. ANNOUNCEMENTS

1. **Next Regular Meeting to be held August 27, 2024, at 3:30 pm**

ADJOURNMENT AT 5:08 P.M.

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



Monique Fabela, Board Chair



Attest: Amy Loren, Clerk of the Board
Approved: August 27, 2024