

BOARD OF DIRECTORS
Lower Lake County Waterworks District No. 1
Minutes of the July 16th, 2025 Regular Meeting

A. CALL TO ORDER

Chair Fabela called the Regular Meeting of the Board of Directors to order at 3:33 P.M.

B. ROLL CALL: Directors Monique Fabela, Wes Baker, Kris Grotle, and Charles Farrell were present. Manager James Kingland was also in attendance, as well as Clerk of the Board Amy Loren, Executive Assistant Summer Fiora, and Lead Operator Mike Kallerman. One member of the public was present, Tony Manjikian.

C. APPROVE MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING HELD JUNE 18, 2025: On a motion from Director Farrell, seconded by Director Grotle, the minutes were approved with 4 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 of June 2025. After review, a motion was made by Vice Chair Baker to approve the financials, seconded by Director Farrell, and passed with 4 ayes, 0 nays.

E. PUBLIC INPUT: Tony Manjikian requested that the board consider expanding the boundaries of the district to annex-in his property and his neighbors' properties on Cantwell Ranch Rd. He said that everyone in his area is relying on wells that aren't producing great water. He said they have no plans for subdividing; they just want access to better water and hope to raise their property values with this annexation. He stated that his property is only about ¼ mile from our boundary. He has no idea how much this project could cost but would like to take the steps to figure it out. Summer explained to the board that LAFCO recommends that the district applies for the annexation rather than the customer. At next month's meeting staff can present a resolution for the board's consideration to apply for annexation with LAFCO.

F. CORRESPONDENCE: None.

G. GENERAL MANAGER REPORT / OFFICE REPORT:

GM Report:

CCR: The Consumer Confidence Report is complete and is available for review on our website.

Well Rehabilitation Project: Construction began July 14th. Contractors have 50 working days to complete.

Intertie: A test was conducted of the emergency intertie between districts. It proved problematic. Screens and other modifications may be required.

Work Truck: We found a work truck that fits the district's needs and budget and purchased it earlier this week. Logo decals have been ordered for the vehicle doors.

Office Report:

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

CalPERS Correction: CalPERS informed us that they "received information from the member M. Schlink's reciprocity agency that has changed them from PEPRA to Classic. Payroll corrections are needed from 01/16/2020 through 04/01/2021." Staff are working to complete these corrections.

The Office Report and General Manager's Report were approved on a motion from Chair Fabela, seconded by Director Farrell, and passed with 4 ayes, 0 nays.

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H. OLD BUSINESS:

1. **Consideration to Adopt Ordinance No. 2025-01, An Ordinance of the Lower Lake County Waterworks District No. 1 Instituting a Cross-Connection Control Program to Protect the Public Water System (second reading):** Vice Chair Baker made a motion to adopt the ordinance, seconded by Director Farrell. The motion passed with 3 ayes, 0 nays, and 1 abstain from Chair Fabela.

I. NEW BUSINESS: None.

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

K. ANNOUNCEMENTS

1. **Ethics Training for Board Members**
2. **Next Regular Meeting to be held August 20, 2025, at 3:30 pm**

ADJOURNMENT AT 4:29 P.M.

There being no further business, a motion for adjournment was made by Chair Fabela, seconded by Vice Chair Baker, 4 ayes, 0 nays.


Monique Fabela, Chair of the Board


Attest: Amy Loren, Clerk of the Board
Approved: August 20, 2025