



Location of Meeting:
Devore Water Company
18185 Kenwood Avenue
Devore, CA 92407

DEVORE WATER COMPANY

18185 Kenwood Avenue, Devore, California 92407

Board of Directors Regular and Reorganization Meeting Agenda February 19, 2025 - 7:00 pm

1. **Call to Order** - By President Kirkland
2. **Roll Call of Board Members:** Steve Avila, Brian Gilbert, Bill Klapp, Mario Leos, Karan Slobom, Julie Costa, Doug Claflin, and Paul Kirkland
3. **Review / Adopt Agenda and Minutes:**
 - a. Adopt the agenda as presented or amended
 - i. Motion _____
 - ii. 2nd _____
 - iii. Roll Call Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).
 - b. Adopt the minutes of the regular meeting held on January 15, 2025 as presented or amended.
 - i. Motion _____
 - ii. 2nd _____
 - iii. Roll Call Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).
4. **Board Vacancy and Reorganization**
 - a. Discussion and action to fill the vacancy on the Board of Directors with the candidate that received the next highest vote tally from the unofficial annual meeting election.
 - i. Motion _____
 - ii. 2nd _____
 - iii. Roll Call Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).
 - b. Nominations for President
 - i. Open the floor for board members to nominate a member for President of the Board of Directors
 - ii. Nomination of _____ for President of the Board of Directors
 - iii. 2nd _____
 - iv. Roll Call _____ (Y/N), Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).
 - c. Nominations for Vice President
 - i. Open the floor for board members to nominate a member for Vice President of the Board of Directors
 - ii. Nomination of _____ for Vice President of the Board of Directors
 - iii. 2nd _____
Roll Call _____ (Y/N), Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).
 - d. Nominations for Secretary / Treasurer

- i. Open the floor for board members to nominate a member for Secretary of the Board of Directors
- ii. Nomination of _____ for Secretary / Treasurer of the Board of Directors
- iii. 2nd _____
- iv. Roll Call _____ (Y/N), Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).

5. Business Items:

a. Project and Operations

- i. October Well Depths 2A- 45 ft, 3- 41 ft, 4- 110.0 ft
- ii. November Well Depths 2A- 44 ft, 3- 39 ft, 4- 118 ft
- iii. December Well Depths 2A- 43.5 ft, 3- 34 ft, 4- 119 ft
- iv. January Well Depths: 2A- _____ ft, 3- _____ ft, 4- _____ ft
- v. Update on system operations - Brandon Goldman
- vi. Discussion related to remote read meters.
- vii. Sanitary Survey Update
- viii. Project Update
 - 1. Nitrate Project Update
 - a. Updates related to the project
 - b. Discussion and action regarding nitrate blending engineering proposal from Cal Rural (Nate Thomas) proposal for Nitrate Blending
 - i. Motion _____
 - ii. 2nd _____
 - iii. Voice Vote Y_____, N_____, Abstain _____.
 - c. Status of Memorandum or Understanding (MOU) with San Bernardino City Municipal Water District (SBCMWD) regarding water service and associated fees
 - d. Status of lift station / generator on Devore Road and generator at Well 4
 - 2. Rancho Booster Project
 - a. Updates related to the project

b. Office / Personnel / Volunteers

- i. Office Update - Maritza Hernandez & Michelle Kirkland
- ii. Discussion and action regarding the Devore Rural Protection Association (DRPA) to use the Devore Water Company office property to host the Devore Easter celebration on April 19, 2025.
 - 1. Motion: _____
 - 2. 2nd _____
 - 3. Voice Vote Y_____, N_____, Abstain _____.
- iii. Announcement of potential delinquent share sale in September 2025
- iv. Discussion and action to form a committee related to options to conduct an alternate election process in order to obtain a quorum vote for the Restated Bylaws with monthly reports until implemented:
 - 1. Committee members: _____
 - 2. Motion: _____

3. 2nd _____
4. Voice Vote Y _____, N _____, Abstain _____.
- v. Discussion and action related to ADU units that are greater than _____ sq ft, contain a kitchen, and are separate from the existing dwelling. are required to install a separate meter.
 1. Motion _____
 2. 2nd _____
 3. Roll Call _____ (Y/N), Steve Avila (Y/N), Brian Gilbert (Y/N), Bill Klapp (Y/N), Mario Leos (Y/N), Karan Slobom (Y/N), Julie Costa (Y/N), Doug Claflin (Y/N), Paul Kirkland (Y/N).
- c. Financial Report & Approvals
 - i. Discussion and action regarding the financials from November 1, 2024 to January 31, 2025.
 1. Motion to Accept and File: _____
 2. 2nd _____
 3. Voice Vote Y _____, N _____, Abstain _____.
 - ii. Presentation of the Annual Letter and Annual Financial Review that will be posted and shareholders notified of the posting. Copies available in the office upon request.
 - iii. Action to ratify an the following purchases between \$1,000 and \$4,999

Item	Date	Amount
Layne, A Granite Company - Mobilization Fee	2/5/2025	\$4,800.00

1. Motion _____
2. 2nd _____
3. Voice Vote Y _____, N _____, Abstain _____.
- 6. Shareholder Comments** – Shareholders comments may be limited to a maximum of 3 minutes per person in order to accommodate all that may want to speak.
- 7. Announcement of next board meeting**
 - a. **Wednesday, March 19, 2025 at 7:00pm**
 - b. Location: Devore Water Company Office
- 8. Executive Session at _____ pm (Only if needed)**
 - a. Claims (Property/Liability)
 - b. Employment
- 9. Reconvene to Regular Meeting at _____ pm**
 - a. Report of any actions taken in Executive Session
- 10. Board Meeting Adjournment**
 - a. Motion to adjourn at _____ p.m.
 - b. Motion _____
 - c. 2nd _____
 - d. Voice Vote Y _____, N _____, Abstain _____.