



DEVORE WATER COMPANY

18185 Kenwood Avenue, Devore, California 92407

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

Board of Directors Regular Meeting

Agenda

September 18, 2024 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 August 13, 2024 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).
 - c. Adopt the [minutes](#) of the special meeting held on August 28, 2024 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).
 - d. Adopt the [minutes](#) of the special meeting held on September 4, 2024 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).
 - e. Adopt the [minutes](#) of the special meeting held on September 11, 2024 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. Business Items:

- a. Operations
 - i. April Well Depths 2A - 20.3 ft, 3 - 11.5 ft, 4 - 89.8 ft.
 - ii. May Well Depths 2A - 38 ft, 3 - 22 ft, 4 - 97 ft.
 - iii. June Well Depths 2A- 39 ft, 3 - 26 ft, 4 - 98 ft
 - iv. July Well Depths 2A- 39.7 ft, 3 - 26.4 ft, 4 - 98 ft
 - v. August Well Depths 2A- 42 ft, 3 - _____, 4 - _____
 - vi. Update on system operations.
- b. Office / Personnel / Volunteers
 - i. Office Update
 - ii. Discussion regarding a shareholder requested item concerning corporate structure.
 - iii. Discussion regarding the [role and responsibilities of board directors](#) and assignment of duties.
- c. Financial Report
 - i. Discussion and action regarding the [financials from the beginning of the fiscal year, November 1, 2023 to present.](#)
 - 1. Motion to Accept and File: _____
 - 2. 2nd _____
 - 3. 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 Claffin (Y/N), Paul Kirkland (Y/N)
 - ii. Action to establish a [purchasing threshold standard operating procedure \(SOP\)](#) for general manager and office staff operations.
- d. Mandatory Action Plan
 - i. Update on mandatory action plan from Managers Lisa Yamashita-Lopez and Armando De La Paz
 - ii. Update on the Sanitary Survey - [draft deficiency list](#)
- e. Projects Update
 - i. Nitrate Project
 - 1. Update on August 15, 2024 meeting with the State Water Resources Control Board (SWRCB).
 - 2. Actions taken per SWRCB requests.
 - ii. Rancho Project
 - iii. Commercial development in and around Cajon Blvd and Devore Road

5. 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.

6. Announcement of next board meeting

- a. **Wednesday, October 16, 2024 at 7:00pm**
- b. Location: Devore Water Company Office

7. Board Meeting Adjournment

- a. Motion to adjourn at _____ p.m.
- b. Motion _____
- c. 2nd _____
- d. Voice Vote Y _____, N _____, Abstain _____.