



# 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

October 16, 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 September 18, 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. July Well Depths 2A- 39.7 ft, 3 - 26.4 ft, 4 - 98 ft
    - ii. August Well Depths 2A- 40 ft, 3 - 30 ft, 4 - 100 ft
    - iii. September Well Depths 2A- 41 ft, 3 - 33 ft, 4 - 101.2 ft
    - iv. Update on system operations.
    - v. Discussion related to remote read meters for identified locations within the community
  - b. Office / Personnel / Volunteers
    - i. Office Update
    - ii. Discussion and action related to bylaws responses from James Ciampa, Esq.
  - 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 Claflin (Y/N), Paul Kirkland (Y/N)
    - ii. Discussion and action regarding the 2024-25 Financial Budget and associated rate increases.
      1. Motion to Approve: \_\_\_\_\_
      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 Clafin (Y/N), Paul Kirkland (Y/N)
  - iii. Update on the credit release by Citizens Business Bank.
  - iv. Discussion and action regarding the conversion of the Citizens Business Bank account to Public Funds accounts to provide 110% deposit coverage for all deposits.
    1. Motion to Approve: \_\_\_\_\_
    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 Clafin (Y/N), Paul Kirkland (Y/N)
  - v. Discussion and action to create Citizens Business Bank accounts to be:
    1. Operations / Clearing Checking Account (Normal operations and payment account for all operating expenses) - (Water Base Fees, Water Tolls, Hydrant Usage, Late Fees, Share Sales, etc)
    2. Loan Repayment Savings Account (Loan repayment collections, loan payments once a year transferred to Loan Repayment Checking)
    3. Loan Repayment Checking Account (Loan repayment)
    4. Capital Projects Savings Account (Assessments, Account Interest, Project Deposits, Depreciation Expenses from Operations, project expenses transfer to Capital Project Checking Account for expenses.)
    5. Capital Project Checking Account (Capital Projects)
      - a. Motion to Approve: \_\_\_\_\_
      - b. 2nd \_\_\_\_\_
      - c. 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 Clafin (Y/N), Paul Kirkland (Y/N)
  - vi. Discussion and action to close the remaining two US Bank accounts and move remaining funds to Citizens Business Bank.
    1. Motion to Approve: \_\_\_\_\_
    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 Clafin (Y/N), Paul Kirkland (Y/N)
- 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
  - iii. Status of the power drop by SCE at lift station on Devore Road.
- e. Projects Update
- i. Nitrate Project

1. Update on September 26, 2024 meeting with the State Water Resources Control Board (SWRCB).
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, November 20, 2024 at 7:00pm**
  - b. Location: Devore Water Company Office
7. **Executive Session at \_\_\_\_\_ pm**
  - a. Claims (potential and ongoing)
    - i. Workers Compensation
    - ii. Unemployment
    - iii. Vehicle / Property
  - b. Possible litigation
    - i. Contamination
  - c. Employment (Interviews / Candidates)
8. **Reconvene to Regular Meeting at \_\_\_\_ pm**
  - a. Report of any actions taken in Executive Session
9. **Board Meeting Adjournment**
  - a. Motion to adjourn at \_\_\_\_\_ p.m.
  - b. Motion \_\_\_\_\_
  - c. 2nd \_\_\_\_\_
  - d. Voice Vote Y \_\_\_\_\_, N \_\_\_\_\_, Abstain \_\_\_\_\_.