

ANNUAL MEETING AGENDA

**MEETING OF THE
BOARD OF DIRECTORS OF THE
DEVIL'S DEN WATER DISTRICT
SANTA CLARITA VALLEY WATER AGENCY
RIO VISTA WATER TREATMENT PLANT BOARDROOM
27234 BOUQUET CANYON ROAD
SANTA CLARITA, CA 91350
TUESDAY, NOVEMBER 5, 2019 AT 7:00 PM
OR IMMEDIATELY FOLLOWING THE REGULAR MEETING
OF THE SANTA CLARITA VALLEY WATER AGENCY
BOARD OF DIRECTORS**

DEVIL'S DEN
WATER DISTRICT
BOARD OF DIRECTORS

PRESIDENT
E.G. "JERRY" GLADBACH

VICE PRESIDENT
WILLIAM C. COOPER

EDWARD A. COLLEY
ROBERT J. DIPRIMIO
R. J. KELLY

GENERAL MANAGER
MATTHEW G. STONE

GENERAL COUNSEL
BEST BEST, KRIEGER, LLP.

SECRETARY
APRIL JACOBS

1. REGULAR PROCEDURES

- 1.1. Call to Order
- 1.2. Public Comments – Members of the public may comment as to items not on the Agenda at this time. Members of the public wishing to comment on items covered in this Agenda may do so now or prior to each item as they arise. Please complete and return a comment request form to the Board Secretary. (Comments may, at the discretion of the Board's presiding officer, be limited to three minutes for each speaker.)
- 1.3. Acceptance of the Agenda

2. GENERAL AGENDA ITEMS

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- 2.1. * Approve Minutes of the April 2, 2019 Special Board Meeting 3
- 2.2. * Approve Director Gladbach as the Voting Delegate for Devil's Den Water District at the 2019 ACWA Fall Conference 5
- 2.3. * Approve a Resolution Changing/Setting a Regular Annual Meeting Date and Place for the Devil's Den Water District Board of Directors 11
- 2.4. * Approve Receiving and Filing of the Third and Fourth Quarter Fiscal Year 2018/19 Investment Reports 13

3. ADJOURNMENT

* Indicates attachment

NOTICES

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by telephoning April Jacobs, Secretary to the Board of Directors, at (661) 297-1600, or in writing at Santa Clarita Valley Water Agency at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that Agency staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the Agency to provide the requested accommodation.

Pursuant to Government Code Section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection at the Santa Clarita Valley Water Agency, located at 27234 Bouquet Canyon Road, Santa Clarita, California 91350, during regular business hours. When practical, these public records will also be made available on the Agency's Internet Website, accessible at <http://www.yourscvwater.com>.

Posted on October 30, 2019.

MBS

DRAFT

ITEM NO.
2.1

Minutes of the Special Meeting of the Board of Directors of the Devil's Den Water District Board
– April 2, 2019

The special meeting of the Board of Directors of the Devil's Den Water District Board was held at Santa Clarita Valley Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350, at 8:10 PM on Tuesday, April 2, 2019 in the Boardroom. A copy of the Agenda is inserted in the Minute Book of the District preceding these minutes.

DIRECTORS PRESENT: Ed Colley, William Cooper, Robert DiPrimio, Jerry Gladbach and R. J. Kelly.

DIRECTORS ABSENT: None.

Also present: Matthew Stone, General Manager; Tom Bunn, General Counsel; April Jacobs, Board Secretary; Steve Cole, SCV Water Assistant General Manager; Rochelle Patterson, SCV Water Director of Finance and Administration; and no members of the public.

President Gladbach called the meeting to order at 8:10 PM. A quorum was present.

Upon motion of Director Colley, seconded by Director DiPrimio and carried, the Agenda was approved by the following voice votes (Item 1.3):

President Gladbach	Yes	Vice President Cooper	Yes
Director Colley	Yes	Director DiPrimio	Yes
Director Kelly	Yes		

Upon motion of Director Colley, seconded by Director Kelly and carried, the October 16, 2018 special Board meeting minutes were approved by the following voice votes (Item 2.1):

President Gladbach	Yes	Vice President Cooper	Yes
Director Colley	Yes	Director DiPrimio	Yes
Director Kelly	Yes		

Upon motion of Director Kelly, seconded by Vice President Cooper and carried, the Board approved receiving and filing of the Devil's Den Water District Fiscal Year 2017/18 Annual Financial Report and the Auditor's Management Report by the following voice votes (Item 2.2):

President Gladbach	Yes	Vice President Cooper	Yes
Director Colley	Yes	Director DiPrimio	Yes
Director Kelly	Yes		

Upon motion of Director DiPrimio, seconded by Director Kelly and carried, the Board approved receiving and filing of the Devil's Den Water District First and Second Quarter Fiscal Year 2018/19 Investment Reports by the following voice votes (Item 2.3):

President Gladbach	Yes	Vice President Cooper	Yes
Director Colley	Yes	Director DiPrimio	Yes
Director Kelly	Yes		

Upon motion of Director Kelly, seconded by Vice President Cooper and carried, the meeting was adjourned at 8:12 PM by the following voice votes (Item 3):

President Gladbach	Yes	Vice President Cooper	Yes
Director Colley	Yes	Director DiPrimio	Yes
Director Kelly	Yes		

April Jacobs, Board Secretary

ATTEST:

President



MEMORANDUM

TO: ACWA Member Agency Board Presidents and General Managers

CC: ACWA Board of Directors

FROM: Dave Eggerton, ACWA Executive Director

DATE: October 4, 2019

SUBJECT: Notice of General Session Membership Meeting at ACWA 2019 Fall Conference

There will be a General Session Membership Meeting at the 2019 Fall Conference in San Diego, California, on **Wednesday, December 4**. The purpose of this meeting is to formally nominate and elect ACWA's President and Vice President for the 2020-2021 term. The General Session Membership Meeting will convene at 1:15 p.m., immediately following the Wednesday luncheon program, which will be located in the Harbor Ballroom A-F, Manchester Grand Hyatt.

Election / Voting Process

The ACWA Nominating Committee has announced a 2020-2021 slate that recommends current **Vice President Steven LaMar for ACWA President** and current **Region 5 Vice Chair Sarah Palmer for ACWA Vice President**.

As provided by ACWA's Bylaws (Article 9, Section 9) nominations from the floor will be accepted prior to the vote. The Bylaws require that floor nominations and seconds be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second. **(See attached for detailed General Session/Election Procedures.)**

ACWA will issue one proxy voting card to each member agency's designated voting representative (delegate) as identified by the member agency on the attached proxy designation form. The designated voting representative must be **present** at the General Session Membership Meeting and must sign-in as the delegate to receive the proxy voting card. Proxy voting cards will **only** be available for pick-up on **Wednesday, December 4**, between **9:00 a.m. and 12:00 p.m.** at the **ACWA General Session Desk** in the **Harbor Foyer**, Manchester Grand Hyatt. Proxy voting cards will not be issued before or after these hours.

To expedite the sign-in process at the **ACWA General Session Desk**, please indicate your voting delegate in advance on the enclosed proxy designation form and return it by email (**donnap@acwa.com**) or fax

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GENERAL SESSION/ELECTION PROCEDURES FOR ACWA 2019 FALL CONFERENCE

The following information is provided to inform the ACWA member agency delegates attending the 2019 Fall Conference of the procedures to be used pertaining to the nomination and election of ACWA officers during the General Session Membership Meeting.

PROXY VOTING CARDS – (REQUIRED FOR VOTING)

ACWA will issue one proxy voting card each member agency's designated voting representative (delegate) as officially identified by the member agency. In order to vote during the General Session Membership Meeting, the designated voting representative must be **present** at the General Session Membership Meeting and must sign-in as the delegate to receive the proxy voting card no later than **12:00 p.m. on Wednesday, December 4**. Upon sign-in, the voting delegate will receive the required proxy voting cards. Proxy voting cards will **only** be available for pick-up on **Wednesday, December 4, between 9:00 a.m. and 12:00 p.m.** at the **ACWA General Session Desk** in the **Harbor Foyer**, Manchester Grand Hyatt. Proxy voting cards will not be issued before or after these hours. The luncheon and General Session Membership Meeting will be held in the Harbor Ballroom A-F.

GENERAL SESSION MEMBERSHIP MEETING, WEDNESDAY, DEC. 4 (DOORS OPEN AT 1:05 P.M.)

1. The General Session Membership Meeting will be called to order at 1:15 p.m. and a quorum will be determined. The presence of 50 authorized voting representatives is required to establish a quorum for transacting business.
2. Legal Affairs Committee Chair Jennifer Buckman will provide an overview of the agenda and election procedures.
3. Nominating Committee Chair DeAna Verbeke will present the committee's report and announce the candidate for ACWA President.
4. President Brent Hastey will call for floor nominations for ACWA President.
5. If there are no floor nominations for President, the election will proceed. President Hastey will close the nominations and delegates will vote by holding up their "Yes" or "No" proxy voting cards.
6. If there **are** floor nominations for President, the nomination will follow the procedures established by Article 9 of ACWA's Bylaws, stating that floor nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.
 - a. Ballots will be distributed to the voting delegates.
 - b. Delegates will complete their ballots and place them in the ballot box, which will be centrally located in the Harbor Ballroom A-F meeting room.
 - c. Tellers' Committee will count the ballots. President Hastey has appointed the following staff members to serve as the Tellers' Committee: Clerk of the Board Donna Pangborn; Director of Business Development & Events Paula Currie; and Executive Assistant Lili Vogelsang.
 - d. Legal Affairs Committee Chair Jennifer Buckman will serve as the proctor to oversee the ballot counting process.
 - e. Candidates are welcome to designate an observer to be present during the ballot counting process.

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PROXY DESIGNATION FORM

ASSOCIATION OF CALIFORNIA WATER AGENCIES
GENERAL SESSION MEMBERSHIP MEETING(S)

WEDNESDAY, DECEMBER 4, 2019 AT 1:15 PM
THURSDAY, DECEMBER 5, 2019 AT 1:15PM (IF NEEDED)

TO: Donna Pangborn, Clerk of the Board

EMAIL: donnap@acwa.com

FAX: 916-325-4857

The person designated below will be attending the ACWA General Session Membership Meeting(s) on **Wednesday, December 4, 2019 (and December 5, 2019 if necessary)** as our voting delegate.

Devil's Den Water District	661 297-1600
<i>MEMBER AGENCY'S NAME</i>	<i>AGENCY'S TELEPHONE No.</i>
William Cooper	
<i>MEMBER AGENCY'S AUTHORIZED SIGNATORY (print)</i>	<i>SIGNATURE</i>
Jerry Gladbach	
<i>DELEGATE'S NAME (print)</i>	<i>SIGNATURE</i>
jgladbach@scvwa.org	
<i>DELEGATE'S EMAIL</i>	<i>DELEGATE'S TELEPHONE No.</i>
	11/5/19
<i>DELEGATE'S AFFILIATION (if different from assigning agency)¹</i>	<i>DATE</i>

¹ If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above. Note: Delegates need to sign the proxy form indicating they have accepted the responsibility of carrying the proxy.

REMINDER: Proxy voting cards will **only** be available for pick up on **Wednesday, December 4**, between **9:00 a.m.** and **12:00 p.m.** at the **ACWA General Session Desk** in the **Harbor Foyer**, Manchester Grand Hyatt. The luncheon and General Session Membership Meeting will be held in the Harbor Ballroom A-F.

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RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE DEVIL'S DEN WATER DISTRICT CHANGING/SETTING
A REGULAR ANNUAL MEETING DATE AND PLACE**

WHEREAS, the Bylaws, Article IX, Section 1, provides the Board of Directors shall hold its regular meetings at such time and place as may be agreed upon by resolution; and

WHEREAS, the Annual Devil's Den Water District Board meeting was held on the first Tuesday in the month of November of each year following the regular Santa Clarita Valley Water Agency Board meeting which commenced at 6:30 PM at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 as set forth in Resolution No. 18-05; and

WHEREAS, due to audits being prepared towards the end of each calendar year for the Devil's Den Water District, Santa Clarita Valley Water Agency and Upper Santa Clara Valley Joint Powers Authority and then presented to the above Authority and Boards in February of each year and to be consistent, it would make sense to move the Annual Devil's Den Water District Board meeting to February of each year to receive and file the yearly audit reports; and

WHEREAS, the Devil's Den Water District Board of Directors desires to change the date of its Annual Meeting to the first Tuesday in the Month of February of each year following the regular Santa Clarita Valley Water Agency Board meeting.

NOW THEREFORE, BE IT RESOLVED,

1. Resolution No. 18-05 is hereby repealed effective November 5, 2019.
2. The Annual Meeting of the Board of Directors shall be held on the first Tuesday in February of each year following the regular Santa Clarita Valley Water Agency Board meeting which commences at 6:30 PM at 27234 Bouquet Canyon Road, Santa Clarita, CA 91350 commencing in the year 2020.

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ITEM NO.
2.4

Devil's Den Water District

Approve Receiving and Filing

Of the

Third Quarter FY 2018/19

Investment Report

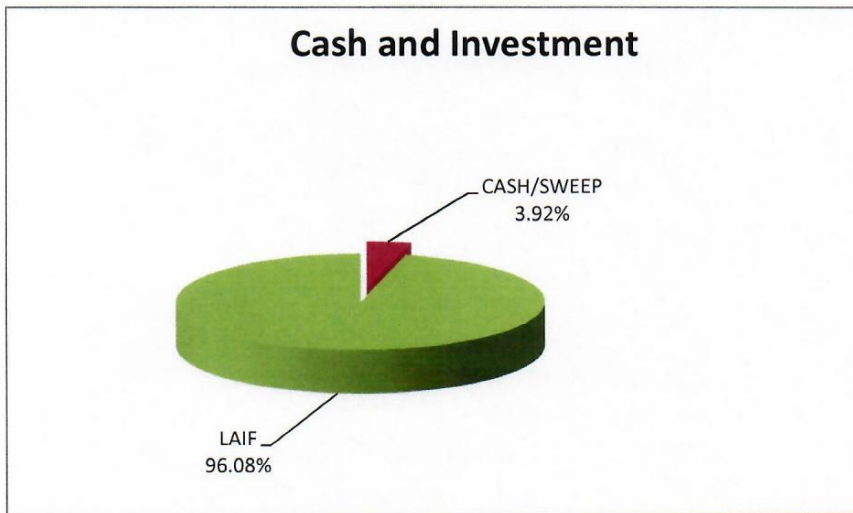
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**Devil's Den Water District
Cash and Investment Summary
As of March 31, 2019**

	BALANCE	% OF TOTAL	WGHTD. AVG. YIELD
Cash & Sweep Account	\$ 9,874	3.92%	0.03%
LAIF	242,346	96.08%	2.55%
Total Cash and Investment	\$ 252,220	100.00%	

I certify the cash and investments balance of the Devil's Den Water District.

Rochelle Patterson
Treasurer



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Cash and Investment Activity as of March 2019

	CASH & SWEEP	LAIF	TOTAL
Cash & Investments @ 1/1/2019	10,123	245,828	255,951
Cash & Sweep Transactions:			
Receipts:			
Taxes	59		59
Interest	0		0
Transfer from LAIF Account	5,000		5,000
Disbursements:			
SCVWA Check #554 (to reimburse agency for DDWD ACWA dues 2019)	(750)		(750)
Fedak & Brown LLP #555 (FY 17/18 audit fee)	(4,558)		(4,558)
Investment Transactions:			
LAIF Transactions:			
Interest Deposited		1,518	1,518
Withdrawal to transfer into Checking Account		(5,000)	(5,000)
Cash & Investments @ 3/31/19	9,874	242,346	252,220

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ITEM NO.

2.4

Devil's Den Water District

Approve Receiving and Filing

Of the

Fourth Quarter FY 2018/19

Investment Report

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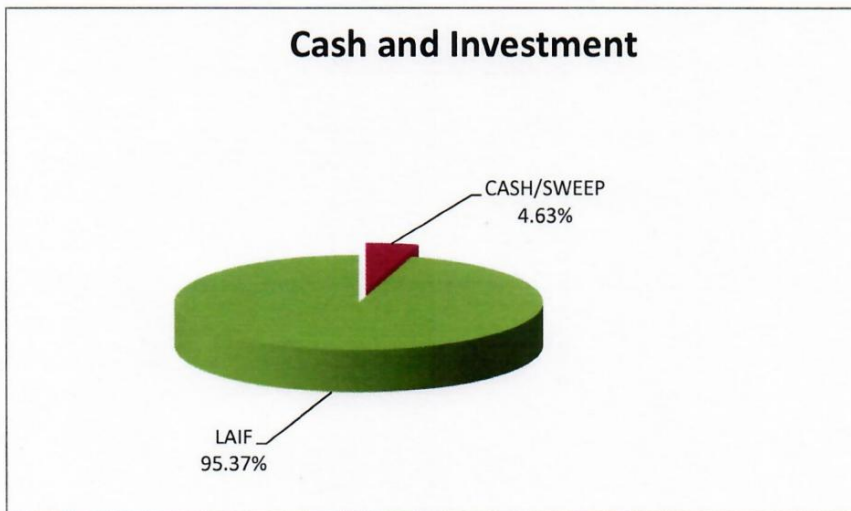
**Devil's Den Water District
Cash and Investment Summary
As of June 30, 2019**

	BALANCE	% OF TOTAL	WGHTD. AVG. YIELD
Cash & Sweep Account	\$ 11,837	4.63%	0.03%
LAIF	243,895	95.37%	2.57%
Total Cash and Investment	\$ 255,732	100.00%	

I certify the cash and investments balance of the Devil's Den Water District.



Rochelle Patterson
Treasurer



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Cash and Investment Activity as of June 2019

	CASH & SWEEP	LAIF	TOTAL
Cash & Investments @ 4/1/2019	9,874	242,346	252,220
Cash & Sweep Transactions:			
Receipts:			
Taxes	2,277		2,277
Interest	1		1
Disbursements:			
Wells Fargo Client Analysis Service Charge	(315)		(315)
Investment Transactions:			
LAIF Transactions:			
Interest Deposited		1,549	1,549
Cash & Investments @ 6/30/19	11,837	243,895	255,732

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