

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
JULY 21, 2015**

MEMBERS PRESENT: Chair –Sorell
Directors –Eldridge, Griffith, Johnson, Kilburn

STAFF PRESENT: Melvin Matthews, General Manager
Chris Burt, Facilities Supervisor
Shirley Burt, Administrative Assistant & Secretary to the Board

EXECUTIVE SESSION: **Director Sorell** called the meeting to order at 1842 hours. He declared a quorum was present and adjourned the meeting to Executive Session. The Executive Session adjourned at 2005 hours.

REGULAR SESSION: **Director Sorell** reconvened the meeting to Regular Session at 2010 hours. He declared a quorum was present. The Agenda was approved as presented.

REPORT ON CLOSED SESSION: **Director Sorell** reported that the Board had reviewed the Plaintiff's claim, rejected the claim and referred the matter to the Legal Counsel. The Board reviewed the General Manager's performance and no decisions were made.

PUBLIC COMMENT: No members of the public were present.

EAST-WEST TANK CONNECTION PIPELINE PROJECT: The **General Manager** reported that Staff had met with S.A. Associates and reviewed each item in the proposal for easements to determine if any item could be deleted or performed by Kinneloa staff. It was decided that Kinneloa staff would obtain the title reports for the properties involved in the project and determine if there were General Easements for utilities as that would eliminate the expense of obtaining a Pipe Line Easement.

Director Johnson stated that he had met with the members of the Kinneloa Canyon Association and they were very supportive of the project.

Director Eldridge suggested that the General Manager meet with all of the HOA's and explain the benefits of the project for everyone in the District. It was also suggested that the General Manager write a letter to each of the Property Owners involved, explaining the project and asking for their approval and cooperation with the project. A revised proposal has not yet been received from SA Associates so that the amount of reduction in the cost is not known at this time.

REVIEW OF LANDSCAPE MAINTENANCE PROPOSALS: The Board reviewed the four landscape proposals and was impressed with the proposal from ValleyCrest Landscape Maintenance.

It was M/S/C-(Griffith, Kilburn-5/0)-

“That the Board accept the proposal from ValleyCrest Landscape Maintenance.”

(Aye-Eldridge, Griffith, Johnson, Kilburn, Sorell/No-0/Abstain-0)

GENERAL MANAGER'S REPORT: The General Manager reviewed his report as submitted in the packet and the following items were discussed in detail.

Drought Related Activities: **Director Johnson** questioned as to the restrictions for nurseries and schools and the General Manager explained that there are no restrictions on those agencies as this time. **Director Johnson** suggested that the General Manager contact these Agencies and request they not water in the daytime.

Multiple Agency Rate Schedule: The Board reviewed the rate schedule of eight nearby water companies and requested that the General Manager obtain the number of services for each agency and also write out the full name of the companies.

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REVIEW OF MINUTES: The Minutes of June 16, 2015, were reviewed and approved as presented.

FINANCIAL REPORTS: **Director Johnson** reviewed the Financial Reports for June 30, 2015. He requested that more detail be presented regarding the expenditures from the Community Bank Project Account and questioned whether the amount of overtime had been included in the project budget.

Director Sorell questioned why the amount of overtime and the **Facilities Supervisor** explained that it is less expensive for staff to provide the inspection for the project, that there are two other projects requiring staff attention and, in addition, the normal daily operations of the District need to be performed. He noted that these activities cannot always be accomplished in an eight hour day.

Director Johnson inquired as to when the system map upgrade project would be completed and the **Facilities Supervisor** replied that for the moment the last invoice for the project has been received but that there would need to be additional work in the future.

ITEMS FOR NEXT AGENDA:

Update on Easements for the East-West Pipeline

Update on Barhite Street Pipeline Project

Mutual Aide Agreement

One Call System

2016 Draft Budget

ADJOURNMENT: The meeting was adjourned at 2050 hours. The next meeting will be on August 18, 2015, and may include an Executive Session.

Respectfully submitted,

Shirley Burt
Secretary to the Board