

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
KINNELOA IRRIGATION DISTRICT  
APRIL 20, 2010**

**MEMBERS PRESENT:** Directors Barkhurst, Griffith, Kilburn, Pickard and Sorell

**STAFF PRESENT:** Chris Burt, Facilities Supervisor  
Shirley Burt, Administrative Assistant  
Melvin Matthews, General Manager

**CALL TO ORDER:** The Meeting was called to order by the Chair, Director Sorell, at 1930 hours. He noted that there was a quorum present. The Agenda was unanimously approved as presented.

**PUBLIC COMMENT:**

No one from the Public wished to comment at this time.

**REVIEW OF YEAR 2009 DRAFT AUDIT REPORT:**

**Gail Egan**, Auditor, reviewed the 2009 Draft Audit Report noting that there were no new accounting principles or exposures that affected the Financial Statement.

**Director Barkhurst** noted that on Page 5, in the first line of the last paragraph the date should be changed from 2009 to 2010.

**Director Sorell** questioned the comparison of cash flows from 2008 to 2009 shown on Page 10 as it relates to cash payments to employees which increased by \$70,000 and payment for services that decreased by \$190,000. He stated that he could not identify any individual components that would account for the difference although the aggregate numbers were good.

**Ms. Egan** stated that she would review her records and verify those numbers.

It was –M/S/C – (Barkhurst/Griffith-5/0) – **“That the Board accepts the Draft Audit Report for the year 2009 as presented with the correction of the date on Page 5 and verification of the amounts shown on Page 10”**.

**DISCUSSION OF ATTENDANCE AT FMWD BOARD MEETINGS:**

**Director Barkhurst** stated he had requested that this matter be placed on the Agenda since, at the last meeting, it had been the belief of some of the Board Members that the Board needed to take better control at the Board level of information being discussed at and coming from the FMWD Board Meetings.

He strongly urged, subject to his on-going concern that the General Manager sooner or later will have a conflict of interest representing Division II of the FMWD and representing the Kinneloa Irrigation District, that the General’s Manager’s first priority to the KID Board is as the General Manager of the KID and that one of the priorities is to attend the monthly FMWD Manager’s Meetings and to make those materials fully available to the Board. The KID Board could then decide whether that is sufficient information or whether a Board Member needed to attend the meetings.

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**DISCUSSION OF ATTENDANCE AT FMWD BOARD MEETINGS: (continued)**

**Director Griffith** noted that by calling the FMWD Office they will put your name on the list and Email the information to you.

**Director Barkhurst** commented that sooner or later the FMWD Board will make the decision to spend or not spend a large amount of money and therefore the Kinneloa Board needs to stay informed and involved about their decision. He stated that he did not think that a Board Motion was required but that it is the consensus of the Board that the General Manager attend the FMWD Manager's Meetings, that the Board receive on a monthly basis both the notice of and minutes of all those meetings, and that the General Manager provide a monthly report to the Board verbally or as part of the General Manager's Report. The Board would then make a decision whether to attend the meetings.

**Director Kilburn** commented that by attending the meetings information is obtained that is not on the Agenda or included in the minutes.

**REPORT OF EXECUTIVE SESSION:**

**Director Sorell** reported that an Executive Session of the Board was held on April 19, 2010 and the General Manager's Performance was reviewed and a report prepared. The report was discussed with and signed off by the General Manager. No decisions were made during the Session.

Following the report **Director Barkhurst** stated that 1) because the CPI for the County of Los Angeles was a negative number last year and 2) because of the overall general unease in the economy and 3) because of the less than completely positive feelings in the general public toward government and quasi government entities overall, that taking all of these things into consideration it would be appropriate for the Kinneloa Irrigation District Board to impose a general salary freeze for the year 2010. .

It was M/S/C – (Barkhurst/Kilburn-5/0) – **“That the Board impose a general salary freeze for the  
year 2010.”**

**GENERAL MANAGER'S REPORT:**

**Director Barkhurst** questioned the cost of the Eye Wash Stations and the Mr. Matthews explained that five stations were being installed which is a significant project and that beside the cost of the actual stations, the Facilities Supervisor has been purchasing the materials necessary to fabricate and install the stations at each of the five sites. He explained that after the JPIA inspection the District had agreed to install these stations at all of the facilities where chemicals are used.

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**REVIEW OF MINUTES:**

The minutes of March 16, 2010 were reviewed.

It was M/S/C- (Barkhurst/Kilburn-5-0) – **“That the minutes of March 16, 2010 be tabled until the next meeting.”**

**REVIEW OF FINANCIAL REPORTS:**

**Director Barkhurst** reviewed the Financial Reports and noted the following –

--Revenue was increased this month due to wholesale water sales and the sale of the 1989 truck

--Expense was less than budgeted for truck fuel and legal fees

--Expense was over budget for computer expenditures

The Financial Reports were approved for filing.

**ITEMS FOR NEXT AGENDA:**

Final Audit Report

Discussion and Action on Minutes Taking

**ADJOURNMENT:**

The meeting was adjourned at 2130 hours and the next meeting will be held on May 18, 2010.

Respectfully submitted,

Shirley Burt,  
Secretary to the Board