

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
February 16, 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 1928 hours. He noted that there was a quorum present. The Agenda was unanimously approved as presented.

PUBLIC COMMENT: No persons from the Public were present.

GENERAL MANAGER'S REPORT

General Manager Matthews directed the Board's attention to his report that had been sent out in the Board Packet.

Item II-A: Customer Service Issues

Director Griffith questioned whether District personnel did help the customer isolate the water leak on his property as had been requested and **General Manager Matthews** replied that the field personnel did help the customer to isolate the water leak.

Item III-A: Yearend Accounting

Director Griffith questioned whether the Board could receive copies of the correspondence between the Auditor and management during the audit and **Director Sorell** replied that he saw no reason why that could not be shared with the Board.

General Manager Matthews stated that usually the Treasurer is more intimately involved.

Item III-E: Inactive Accounts

Director Sorell reviewed the number of inactive accounts noting that of the 24 accounts 12 accounts were properties where the homes had been destroyed during the 1993 fire.

General Manager Matthews reminded the Board that the reason this matter was being discussed was to determine whether or not these properties should be charged the daily service charge.

Director Griffith questioned as to whether these services are capped off or if there is a meter in place and **General Manager Matthews** replied that there are meters in place so that water usage can be determined and some of the meters are locked out.

Director Sorell stated that he would be in favor of charging those services that have stopped paying.

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Page 2

REVIEW OF MINUTES:

The minutes of January 19, 2009 were reviewed and unanimously approved as presented with several typographical corrections and minor revisions.

Director Griffith requested a change in format regarding the names of staff that are noted in the minutes. i.e. "The General Manager" should be noted as "General Manager Matthews" and that this should also be done for other staff members.

REVIEW OF FINANCIAL REPORTS:

Director Barkhurst reviewed the Financial Reports noting that –

--The district is on an accrual system of accounting so the numbers will not always reflect what might be shown in the check register

--During the year he wanted to focus on anomalies in and trends positive or negative in the budget on a month by month.

Director Barkhurst questioned the General Manager as to whether he saw anything in the current month actuals that was worrisome and **General Manager Matthews** replied that he was somewhat concerned about the electricity cost because it was a low pumping month although it maybe due to the way that he distributed the budget amount over the twelve months.

Director Sorell questioned the amount of interest shown, noting that it was low which is probably not going to change and **General Manager Matthews** replied that it might be due to the transition of the monies from the LAIF account to the CalPERS account.

Director Sorell questioned why there was no accrual shown for PERS and **General Manager Matthews** explained that it could be a timing issue although an amount should be shown.

The Financial Reports were unanimously approved as presented.

ITEMS FOR NEXT AGENDA:

No items were suggested for the next Agenda.

ADJOURNMENT:

The meeting was adjourned at 1955 hours and the next meeting will be held on March 16, 2010.

Respectfully submitted,

Shirley Burt,
Secretary to the Board