

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
KINNELOA IRRIGATION DISTRICT  
JULY 15, 2008**

**CALL TO ORDER:** The meeting was called to order by the Chair, Director Barkhurst, at 1935 hours. He noted that there was a quorum of the Board present.

**MEMBERS PRESENT:** Directors Barkhurst, Griffith, Kilburn, Pickard, and Sorell. The Agenda was unanimously approved as presented.

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

**PUBLIC COMMENT:** No one from the Public wished to comment at this time.

**GENERAL MANAGER'S REPORT**

**Director Barkhurst** questioned the Board as to whether there were any questions regarding the report.

**Director Griffith** questioned whether the cost of new tools and other expenses incurred with the purchase of the new Ford Truck were within the \$100,000 budgeted amount or were these items expensed elsewhere in the budget.

The **General Manager** explained that

- these expenses were within the overall budget for the two trucks
- these costs slightly exceeded the budget for the first truck
- the budget originally constructed did not include the tools that would be needed.

**Director Griffith** questioned whether the same amount of tools would be needed for the second truck and the **General Manager** explained that there should not be as many needed since the second truck is more of a direct replacement for the 1989 truck although some special tools might be needed.

**Director Griffith** questioned the lack of detail on the plans presented by the Engineer for the Kinneloa Mesa Pipeline Project noting that –

- the Facilities Supervisor had to make a large number of corrections and additions
- there was a lack of detail on the current plans when compared with the detail on the plans supplied to the Engineer by the District including the lack of surveying points which can easily be included on the plans as ways to locate the pipe

The **General Manager** replied that --

- the District had supplied the Engineer with old drawings to serve as a base since there were no electronic drawings for the area
- basically it is the Engineer's decision of to what kind of detail to put on the plans
- it involves how much the District is willing to pay for the time involved to do it.
- this was a preliminary set of plans and there is more detail to be added

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**GENERAL MANAGER'S REPORT – (continued)**

**Director Griffith** questioned whether there was any information given at the meetings that the General Manager had attended during the month that should be discussed or whether it was business as usual.

The **General Manager** replied that most of the meetings were routine.

**Director Kilburn** questioned whether the Foothill Water Conservation Team Flyer that the General Manager had handed out at the meeting was discussed at that meeting.

The **General Manager** replied that it was an agenda item that was approved at the last FMWD Board Meeting and provides for the establishment of a Water Conservation Team of Volunteers whose purpose is to become more pro-active in the water conservation arena—making people better informed as to what is going on in the water world and the challenges that will have to be faced. He noted that there would be training for anyone who volunteered to be part of the team and their job would be to assist people in the proper use of water.

**Director Griffith** questioned how some cities, such as Long Beach, can cut water usage by 35% and provide enforcement of that cut back.

The **General Manager** explained that enforcement is an issue and until Los Angeles County takes some action which would legalize enforcement, the only option to curtail water usage is volunteer conservation compliance.

**Director Griffith** questioned as to how much water the District will have available next year as all of these conservation efforts take place in view of the effort that MWD is making with the State Senate and the filing of a lawsuit to determine who has to follow these rules.

The **General Manager** replied that the Raymond Basin Pasadena Sub Area group held a meeting to discuss the continued decline in pumping levels and that the consultant had recommended cutting the pumping in the basin by 50%. He stated that the Raymond Board will be taking some action regarding voluntary compliance and how water issues such as spreading and long term storage will be handled.

**REVIEW OF MINUTES**

The minutes of the May 13, 2008 meeting were approved as presented with correction of the AB1234 Ethics training requirement from annually to biannually.

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**REVIEW OF FINANCIAL REPORTS**

**Director Sorell** reviewed the reports and explained that on the Spread Sheet

- 1) The negative amount shown for maintenance supplies was due to reclassification by the General Manager of some expenses to capital projects.
- 2) The negative amount shown for maintenance contractors was due to the receipt of payment from the contractor's insurance company for repair of damage to a fire hydrant on New York Drive.
- 3) The decreased amount shown for fuel was due to receipt of a refund for federal gasoline tax in the amount of approximately \$400.

**Director Sorell** questioned the amount of the General Manager's reimbursement check and the **General Manager** replied he did not have the detail in front of him but did think that a large portion was reimbursement for mileage, which is shown on the approved expense report.

**Director Griffith** questioned as to whether the General Manager would be using the District Truck that is now available for his use for travel and the **General Manager** replied that he would use it for travel in the local area but might not use it for meetings out of the Southern California area.

**Director Sorell** questioned the tool expense for the 1999 truck and the **General Manager** explained that only three trucks had tools before and now the fourth truck needed to be stocked. The reports were unanimously approved for filing.

**ITEMS FOR NEXT AGENDA**

The **General Manager** suggested that a budget committee be appointed at the next meeting. But, after a general discussion among the Board Members, it was decided that the total Board would serve as a budget committee with Directors Sorell and Griffith meeting ahead of time to get the process started.

A rigorous discussion was held regarding sending out an RFP for auditing service for the 2008 year and it was unanimously decided to retain the services of Egan & Egan who have provided the Audit for the prior five years since there is no legal requirement to change.

**ADJOURNMENT**

The meeting was adjourned at 2020 hours. The next meeting will be held on July 15, 2008.

Respectfully submitted,

Shirley L. Burt  
Secretary to the Board