

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
AUGUST 16, 2016**

MEMBERS PRESENT: Directors Eldridge, Griffith, Johnson, Kilburn, Opel

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

CALL TO ORDER: The meeting was called to order by the Chairman, Director Kilburn, at 1930 hours. A quorum of Board Members was present and at the request of the Chairman the following two Items were approved to be added to the Agenda:

- 1) Update on Status of Vosburg Pump Station Replacement Project
- 2) Update on Status of East Tank - West Tank Connector Pipeline Project

PUBLIC COMMENT ON AGENDA ITEMS: There were no members of the public present.

STATUS OF VOSBURG PUMP STATION REPLACEMENT PROJECT:

The **General Manager** reported that the District Engineer is finalizing the review of the material submitted by the Contractor regarding the last change order and that a meeting will be scheduled between the Contractor and the District General Manager and Engineer when the review is completed.

STATUS OF EAST TANK - WEST TANK CONNECTOR PIPELINE PROJECT:

The **General Manager** directed the Board's attention to the Contractor's Construction Schedule in the Agenda Packet. He stated that he will agree to the time extension as requested with no cost to Kinneloa and that the permit from the County will have to be renewed as the granting period has expired.

Director Griffith requested that the General Manager share the Construction Schedule with all residents within the construction area.

DOYNE ROAD PROJECT:

Director Kilburn stated that neighbors near the project reported that a number of holes had been dug on the property, and they were concerned about the project.

The **General Manager** stated that the Developer had obtained a construction meter from the District for the purpose of obtaining the water needed for percolation tests and that the water used was being measured and would be charged to the Developer. The Developer indicated to him that the plan is to build two large homes on the property.

Director Kilburn inquired as to whether there was enough water supply in that area to fulfill the fire department requirements and the **General Manager** replied that a Fire Flow Test will be required to make that determination.

Director Kilburn then questioned as what would be necessary if the Fire Flow was not sufficient and the **General Manager** replied that a project would then need to be developed to supply the required flow and the Developer would pay for the project.

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NEIGHBORHOOD EMERGENCY PLANS:

Director Eldridge reported that the local program has been off to a slow start but in the last month activity has picked up. He requested help in finding persons who would be willing to set up a communication station within their area and who already have the expertise needed.

RATES FOR SERVICE:

The **Chairman** led a general discussion regarding all five categories of rates as they appeared in the Agenda Packet. There were many questions and concerns as to how our rate structure compared with neighboring communities and **Director Johnson** requested that the **General Manager** run a comparative cost analysis of a specific amount of water usage for all of the Foothill communities and present it at the next Board Meeting.

The **Chairman** noted that since more time appeared to be needed for the discussion of categories #1, #2, #3, and #5 that the Board Members send their questions to the General Manager who will send out his answers to all Board Members. She requested that these four items be placed on the Agenda for the next meeting.

Director Kilburn then noted that there was general agreement that no changes be made with regard to Item #4 standby "readiness-to-serve" charge. This is consistent with the current billing procedures that do not assess this standby fee to parcels with existing service but no usage.

REVIEW OF MULTI-YEAR FINANCIAL FORECAST AND 2017 DRAFT BUDGET:

The **Chairman** led a general discussion but due to time constraints the discussion was terminated and this item will be placed on the Agenda for the next meeting.

REVIEW OF MINUTES: The minutes of July 19, 2016, were reviewed and approved for filing.

REVIEW OF FINANCIAL REPORTS: The Financial Reports for June 30, 2016, were reviewed and approved for filing. The Financial Reports for July 31, 2016, were reviewed and approved for filing.

ITEMS FOR THE NEXT AGENDA:

Vosburg Pump Station Replacement Project Update
East Tank - West Tank Connector Pipeline Project Update
Rates for Service
Review of Multi-Year Financial Forecast and 2017 Draft Budget

ADJOURNMENT: The meeting was adjourned at 2115 hours. The next meeting will be on September 20, 2016, at 7:30 P.M. Director Opel stated that he will not be at the next meeting.

Respectfully submitted,

Shirley Burt
Secretary to the Board