

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
JUNE 21, 2016**

MEMBERS PRESENT: Directors Griffith, Johnson, Kilburn, Opel
Director Eldridge was out of town

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 Chair, Director Kilburn, at 1900 hours. A quorum of Board Members was present and the Agenda was approved as presented.

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS: There was no public comment.

ADJOURNMENT: Director Kilburn adjourned the Board to Executive session at 1905 hours.

REGULAR SESSION: Director Kilburn reconvened the Board at 2043 hours. She reported that the Employee had met the requirements of the General Manager Position and that the second item for the closed session had been rescheduled for the next Regular Board Meeting.

PUBLIC COMMENT: No members of the public wished to speak.

EAST-WEST PIPELINE PROJECT: The **General Manager** reported that all customers within the construction zone had been notified of the project and that the NOTICE TO PROCEED will be issued to the Contractor as soon as the required documents from the Contractor are received.

BARHITE-SIERRA MADRE VILLA PIPELINE PROJECT: The **General Manager** reported that the project will be sent out for rebidding around the first of the year.

KINNELOA CANYON ROAD PIPELINE PROJECT: The **General Manager** reported that a set of revised plans had been received and the date for requesting bids had not been determined. **Director Johnson** requested that the Kinneloa Canyon Association be notified when the Project is scheduled as they are planning to have road work done in the project area.

VOSBURG PUMP STATION PROJECT: The **General Manager** reported that the last Change Order from the Contractor is still being reviewed for accuracy by the Engineer and Staff and that the matter will be discussed in closed session at the next Board Meeting. He noted that the signed Notice of Completion had been received from the Contractor and that the retention payment of \$63,808.49 had been paid to the Contractor.

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GENERAL MANAGER'S REPORT:

PASADENA GLEN FIRE SAFE COUNCIL REPORT:

The **General Manager** called attention to the Report as presented in the Board Packet noting that Kinneloa had greatly benefited by partnering with this project.

SALE OF PACO PUMPS:

Director Johnson noted that Paco Pump No. 1 had been sold and the General Manager stated that Paco Pump #2 would be sold at auction on June 25, 2016.

Director Opel inquired as to the standby equipment that is at the Sage and Vosburg sites and Chris Burt replied that generators are normally stationed at both sites.

The **General Manager** stated that a new generator would be purchased soon so that all sites except the K-3 Well will have standby generators. He further explained that there is no room for standby equipment at the K-3 Well.

Director Griffith questioned as to the original purchase price of the Paco Pumps and the General Manager stated that it was \$40,000.

Director Opel questioned as to the source of water if the K-3 Well should fail and the **General Manager** explained that the District could purchase water from the City of Pasadena as Kinneloa has 6 interconnections with the City of Pasadena.

Director Griffith mentioned that water could be purchased from the City of Alhambra, but the **General Manager** explained that purchase is for leased water rights and that Kinneloa would still have to pump the water from the basin.

REVIEW OF MINUTES:

The minutes of May 17, 2016, were reviewed and approved for filing as presented.

The minutes of June 7, 2016, were reviewed and approved for filing as presented.

REVIEW OF FINANCIAL REPORT: The Financial Reports for May 31, 2016, were reviewed by **Director Johnson**. He noted that the wholesale water sales provided a very favorable balance to the net revenue for the month.

Director Griffith questioned as to the remaining balance in the loan account and the **General Manager** stated that he hoped that balance would cover the cost of the East-West Pipeline Project and the Barhite Project.

Director Griffith inquired as to the Attorney fees being charged for the Vosburg Pump Project and the **General Manager** replied that they will increase the cost of the project.

Director Opel noted that the electrical expense is about 10% of the budget and that is very good compared to other agencies.

Director Opel questioned as to whether the District's Conservation Policy could be loosened up as he is worried about the stress on the trees in the area and that if we have the water we should use it wisely. The **General Manager** said the Board could review the policy and make changes they deemed necessary.

Director Opel questioned as to whether the District has an obligation to serve water to anyone requesting service and the **General Manager** replied in the affirmative. He suggested, however, that the Board could review and change the amount of Capacity Charge for the service.

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ITEMS FOR THE NEXT AGENDA:

Review of Conservation Policy
Review of Multiple Year Financial Forecast
Review of year 2017 draft Budget

ADJOURNMENT: The meeting was adjourned at 2118 hours. The next meeting will be on July 19, 2016, and the Executive Session will start at 6:30 P.M.

Respectfully submitted,

Shirley Burt
Secretary to the Board