

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
May 21, 2002**

MEMBERS PRESENT: Directors Brain, Matthews, Pickard, Sorell and Stock.

STAFF PRESENT: Bill Redcay, Chris Burt and Shirley Burt

CONSULTANT PRESENT: William Kruse, Esq.

CALL TO ORDER: The Executive Session of the Board was called to order by the Chair, Mel Matthews, at 1910 hours, and he noted that a quorum was present. A discussion was held regarding the agenda item noted below.

**Conference with Real Property Negotiators- Govt. Code Section 54956.8
Property : Lots 1 through 22, Tract #37856
Lot 27, Tract 23018
Negotiating Parties: Diamond Segundo Development, LLC
Negotiation: Price and Term Of Payment**

ADJOURNMENT: The Executive Session was closed at 1945 hours.

CALL TO ORDER: The Regular meeting of the Board was called to order by the Chair, Mel Matthews, at 1950 hours.

APPROVAL OF AGENDA: The Chair requested that a motion be made to amend the Agenda as presented, to allow the Board to reopen the Executive Session at the close of the Regular Meeting. The motion as requested was unanimously approved (Pickard/Sorell) 5/0. The Agenda was then unanimously approved as amended.

Mr. Kruse then announced that prior to the Regular Session the Board had met in Executive Session in conference with Real Property Negotiator. The Negotiator was instructed by the Board and no action was taken.

PUBLIC COMMENT:

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

REPORT FROM AD HOC FINANCE COMMITTEE

Director Sorell introduced Gail Egan, Auditor for the year 2001. She reviewed the Management Letter she had submitted to the Board, a copy of which is attached to these minutes. Following her presentation there was a question and answer period by various members of the Board.

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REPORT FROM AD HOC PERSONNEL COMMITTEE

Director Brain presented the committee's report and recommendations for the nonexempt employee salary scale. It was then M/S/C (Sorell/Pickard) 5/0 that **"The Board adopt the five step nonexempt employee salary schedule as listed in Attachment One of the report."** Secondly it was M/S/C (Sorell/Pickard) 5/0 that **"The General Manager be authorized to grant individual employee salary increases to any step level, including step 5, and also to the maximum hourly rate for part time employees, based on length of service, demonstrated skills, and performance evaluation."**

REPORT FROM AD HOC POLICY & PROCEDURE COMMITTEE

Director Matthews reported that the committee has finished its work on the Policy and Procedure Manual and that no new material has been added, but that duplications of material also found in the Rules and Regulations Manual were deleted. He stated that the staff is formatting the document and revising the Table of Contents, and that the revised document will be available by the next Board Meeting.

PURCHASE/LEASE/VEHICLE ALLOWANCE FOR GENERAL MANAGER

It was M/S/C (Matthews/Pickard) 5/0- **"That starting June 1 the General Manager be provided with an auto allowance of \$400. per month subject to consideration in the future of the continuation of this allowance."** No decision was made regarding the purchase or leasing of a new truck.

REVIEW OF FIFTH QUARTER MITIGATION MONITORING REPORT

The Chair asked for any comments from Board Members regarding the report, noting that he had found nothing unusual in the report. No comments were submitted and the Report was approved for filing.

GENERAL MANAGER'S REPORT

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The General Manager reviewed his report, a copy of which is attached to these minutes.

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REVIEW OF MINUTES

The minutes of the Regular Meeting of April 16, 2002 were unanimously approved as presented.

REVIEW OF FINANCIAL REPORT

The financial report of April 30, 2002 was reviewed and unanimously approved for filing. Director Sorell requested that staff investigate the possibility of obtaining an interface between the billing program and the Peach Tree Accounting Program.

CLOSING OF PUBLIC SESSION: The public portion of the meeting was closed at 2145 hours.

CALL TO ORDER: The Executive Session was reopened by the Chair regarding the following item.

Public Employee Performance Evaluation -- Govt. Code Section 54957
Title: General Manager

ADJOURNMENT: The Executive Session was closed at 2155 hours.

CALL TO ORDER: The Public Meeting was reopened by the Chair at 2155 hours.

It was M/S/C (Brain/Pickard) 5/0 **"That the General Manager's salary be increased to \$5800. per month retroactive to April 1,2002."**

ADJOURNMENT: The meeting was adjourned at 2208 hours.

Respectfully submitted,

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Shirley Burt
Secretary to the Board