

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
SEPTEMBER 19, 2000**

MEMBERS PRESENT: Directors Brain, Matthews, Sorell and Stock
(Director Pickard joined the Board after his appointment)

STAFF PRESENT: Jean Di Angelous, Chris Burt, and Shirley Burt

COUNSEL PRESENT: William Kruse

CALL TO ORDER: The meeting was called to order by the Chair, Mel Matthews, and he stated that four Board Members were present which constituted a quorum.

APPROVAL OF AGENDA: The Chair requested approval of the Agenda and the General Manager requested that Item H be incorporated into Item I. The Board unanimously approved the request, and the Agenda was approved as amended.

PUBLIC COMMENT : One member of the public requested information regarding the appointment of the Director to Division IV and was told that the item was on the Agenda.

APPOINTMENT OF DIVISION IV DIRECTOR

The Chair announced that the Board had received only one application for the Directorship of Division IV and that was from Mr. Maurice Pickard. Mr. Pickard was present and the Board conducted a short interview with the applicant. It was M/S/C (Sorell/Stock) 4/0 that Mr. Pickard be appointed to the Directorship of Division IV. The Oath of Office was then administered to Mr. Pickard by Mr. Kruse, Legal Counsel. Mr. Pickard then took his seat at the Board Table.

FLUORIDE FACT SHEET

The Board reviewed the draft of the Fluoride Fact Sheet that was presented by Director Sorell. The Chair requested the Directors to submit any comments regarding the draft to Director Sorell so that he could incorporate them into the next draft to be presented at the next Board Meeting.

REVIEW OF POLICY AND PROCEDURES MANUAL UPDATE

The Board reviewed those certain policies and procedures that were presented by the General Manager for their consideration. Director Stock stated that he thought there were other areas in the manual that required updating also. The Chair then appointed Director Brain and Director Stock to an Ad Hoc Committee to review the Policy and Procedure Manual including staff input, and to present their recommendations to the Board at the next meeting.

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REVIEW OF GENERAL MANAGER'S SALARY

The General Manager presented the Board a list of tasks that he had completed during the last year. Director Brain stated that he found the list informative but thought a committee should be formed to develop a procedure for determining the General Manager's salary on an annual basis, that would include objectives, merit increase or bonus pay but would not include a cost of living increase.

The Chair requested the Board to accept his resignation from the Personnel Committee due to time commitments, and to approve the appointment of Director Sorell and Director Stock to an Ad Hoc committee for the purpose of reviewing the performance of the General Manager and making recommendations to the Board as regards change in Salary for the General Manager.

DELORES TUNNEL CONSTRUCTION CONTRACT

The General Manager reported that he had submitted bid packages to

- 1) E&R Construction-- who expressed interest in a phone call but had not submitted a bid
- 2) City of Pasadena-- who sent a letter declining to bid
- 3) Perry Thomas Construction-- who had submitted a bid of \$ 27,560.

Director Brain suggested that the General Manager contact E & R Construction again to determine whether their bid had been delayed for a justifiable reason.

It was then M/S/C (Stock/Sorell) 5/0 that "The General Manager be authorized to enter into a contract for the construction project at a cost not to exceed \$27,592. with the contractor to be selected by the General Manager."

DELORES TUNNEL RFP FOR MITIGATION MONITORING PROGRAM

The General Manager reported that he had submitted bid packages to

- 1) Cotton Beland--who did not submit a bid
- 2)Michael Brandman-- who did not submit a bid
- 3)Jones & Stokes--who made a site visit but did not submit a bid
- 4)Tetra Tech--who submitted a bid of \$37,000.

The Board directed staff to meet with TetraTech representatives and give them the opportunity to modify their proposal and hopefully decrease the cost. Director Pickard volunteered to be present at the meeting to help clarify some of the concerns expressed by the Board.

Director Sorell excused himself from the meeting

GENERAL MANAGER'S REPORT

The General Manager reviewed his written report to the Board. All items addressed were informational in nature and required no Board Action. (A copy is attached)

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REVIEW OF MINUTES

The Board made the following requests regarding the minutes in general-

- 1) That comments from the public be held to a one or two line statement
- 2) That written reports from individual Directors regarding Agenda items be filed with the Board Packet and that the minutes reflect their presence in the packet

The minutes of July 17, 2000 were unanimously approved as presented.

The minutes of August 15, 2000 were unanimously approved as presented.

REVIEW OF FINANCIAL REPORT

The Financial Report of August 31, 2000 was reviewed and unanimously approved for filing.

ADJOURNMENT

The Meeting was adjourned. The next meeting will be held on October 17, 2000.

BOARD OF EQUALIZATION MEETING

The Chair closed the Board Of Equalization Hearing declaring that no written or verbal assessment change requests had been received during the past thirty days.

It was M/S/C (Stock/Brain) 5/0 that resolution #00-9-19 setting the Improvement District No. 1 Tax Rate at Eighty Cents per One Hundred Dollar Valuation be approved.

The Board of Equalization Hearing was then adjourned.

Respectfully submitted,

Shirley Burt, Secretary to the Board

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