

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, May 16, 2023
3:00 P.M.

AGENDA

This meeting will be conducted at the District office in accordance with the Brown Act and AB 2449. Public comment may be made in person or submitted via email to kinneloa@outlook.com prior to the meeting, any information submitted will become part of the official record. The public may participate at the office or via computer or telephone using the following information: <https://us02web.zoom.us/j/85061795151?pwd=QURaWGV5Lzg3dmEvcGx1Ujl6akRHdz09>

Meeting ID: 850 6179 5151

Passcode: 156331

Telephone: 669 900 9128

1. CALL TO ORDER – 3:00 P.M.

- a. Declaration of a quorum
- b. Review of agenda

2. PUBLIC COMMENT – Comments from the Public regarding items on the Agenda or other items within the jurisdiction of the District

In compliance with the Brown Act, the Board cannot discuss or act on items not on the Agenda. However, Board Members or District Staff may acknowledge Public comments, briefly respond to statements or questions posed by the Public, ask a question for clarification, or request Staff to place item on a future Agenda (Government Code section §54954.2)

3. FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2021 AND INDEPENDENT AUDITOR'S REPORT –

Auditor and General Manager to summarize report and respond to questions.

Recommended Action: Review and approve motion to file.

4. REVIEW OF MINUTES – April 18, 2023, Regular Meeting

Recommended Action: Review and approve motion to file.

5. REVIEW OF FINANCIAL REPORTS – March 31, 2023 and April 30, 2023

Recommended Action: Review and approve motion to file.

6. INFORMATION ITEMS

- a. Division 5 Board of Director Vacancy effective April 18, 2023. Board action required by June 17, 2023 on appointment or calling for election.
- b. Update on general election on 11/7/23 for Division 1, 4 and 5
- c. Customer Outreach –June Newsletter
- d. Subeca Customer Interface Rollout
- e. Tunnel Production Status
- f. Fluoride Variance Expiration
- g. 1850 Kinneloa Canyon Road – mainline upgrade project
- h. 2023 Progress Budget Review and Forecast

- 7. AD HOC PERSONNEL COMMITTEE REPORT** – Information item presented by the Committee Chair
- a. Review Proposed Changes to the Employee Policy and Procedures Manual
 - b. Discuss and Approve General Manager’s request to normalize office hours as follows:
Monday through Thursday 8am-5pm, alternating Fridays 8am-5pm with the office closed every other Friday beginning with June 8, 2023 as the first closed Friday.

- 8. AD HOC FINANCE COMMITTEE REPORT** – Information item presented by the Committee Chair

- 9. GENERAL MANAGERS REPORT** – Information item presented by the General Manager.
Recommended Action: General Manager to summarize the report and respond to questions

- 10. KINNELOA IRRIGATION DISTRICT GOALS AND OBJECTIVES FOR 2023**
Discussion of the District’s goals and objectives for calendar year 2023.

- 11. DIRECTOR REPORTS AND/OR COMMENTS** –
In accordance with Government Code §54954.2 Directors may make brief announcements or brief reports on their own activities. Directors may ask a question for clarification, provide a reference to staff or other resources for information, request staff to report back to the Directors at a subsequent meeting, or act to direct staff to place a matter of business on a future agenda.

- 12. CALENDAR** – Upcoming regular meetings: June 20, 2023 July 18, 2023 August 15, 2023

13. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact the District office 48 hours prior to the meeting at 626-797-6295. Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the agenda packet is available for public review at the District office or online at the District’s website <https://kinneλοairrigationdistrict.info>.
