

# KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors  
1999 Kinclair Drive, Pasadena, CA 91107  
Tuesday, August 24, 2021, 3:00 P.M.  
**MINUTES**

**Meeting conducted by teleconference under the provisions of Executive Order N-29-20.**  
The Board held the meeting by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency as well as in the District’s Board Room. The Kinneloa Irrigation District offered the public to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

**DIRECTORS PRESENT:** Zoom teleconference/videoconference  
(In-Person): Stephen Brown, Tim Eldridge, Gordon Johnson & Gerrie Kilburn & David Moritz

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** (In-Person): General Manager, Melvin Matthews; Office Manager, Martin Aragon; Field Staff, Chris Burt, and Michele Ferrell.

**PUBLIC PRESENT:** (Zoom): Don Whitson & Chad Olsen

**1. CALL TO ORDER:**

Director/Chair Gordon Johnson called the meeting to order at 3:00 P.M. and called the roll. A quorum of Board Members was present and reviewed the agenda.

**2. PUBLIC COMMENT:** None

**3. REVIEW OF MINUTES:**

*July 20, 2021* – Tim Eldridge motioned to accept the minutes as presented for filing and Gerrie Kilburn seconded the motion. The Board took a roll call vote. Directors Stephen Brown, Tim Eldridge, Gordon Johnson, Gerrie Kilburn and David Moritz all voted *Aye*.

**4. REVIEW OF FINANCIAL REPORTS:**

Director Dave Moritz reviewed the Financial Reports. Gerrie Kilburn motioned to approve the financial reports for filing and Stephen Brown seconded the motion. The Board took a roll call vote. Directors Stephen Brown, Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted *Aye*.

**5. GENERAL MANAGER’S REPORT:**

General Manager presented his report, and the Board recommended no action.

**6. SIERRA MADRE VILLA AND VILLA HEIGHTS PIPELINE IMPROVEMENT PROJECT:**

The project is near completion. The next steps are to pave the area and conduct a final inspection. The improved pipeline has been in service for two weeks. In addition to improving the water system pressure, a new fire hydrant was installed.

**7. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**

No action taken.

**8. DIRECTOR REPORTS AND/OR COMMENTS:**

Tim Eldridge explained that the new hand-held radios designated for communication with other water agencies during emergencies, coordinated through the Public Water Agencies Group, operate like cell phones.


The new owner of the property adjacent to the Pasadena Glen easement will be installing new gates on the access road between Shaw Ranch Road and Hasting Heights.

Gerrie Kilburn announced there was a break-in at a residence on Meyerloa Ln.

**9. ADJOURNMENT**

**Director Johnson adjourned the meeting at 4:55 pm.**

**Prepared and submitted by,**



**Martin Aragon**  
**Office Manager/Board Clerk**

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