

# KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors  
1999 Kinclair Drive, Pasadena, CA 91107  
Tuesday, November 17, 2020, 3:00 P.M.  
**MINUTES**

**Meeting conducted by teleconference under the provisions of Executive Order N-29-20.**

The meeting was conducted 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 stated in the agenda, there was no public location for attending the meeting in person, however the public was provided with alternative methods of listening or participating via telephonically or by videoconference.

**DIRECTORS PRESENT:** Zoom teleconference/videoconference (Zoom): Tim Eldridge, Frank Griffith, Gordon Johnson, Gerrie Kilburn and Dave Moritz

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** Zoom: General Manager Melvin Matthews & Office Manager Martin Aragon

- 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. The agenda was reviewed. No changes were requested.
- 2. PUBLIC COMMENT:** Member of the public Stephen Brown offered recommendations for the development of the Water Master Plan.
- 3. REVIEW OF MINUTES:** October 15, 2020  
It was motioned by Tim Eldridge and seconded by Gerrie Kilburn to approve the Minutes as presented for filing. A roll call vote was taken and Directors Tim Eldridge, Frank Griffith, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.
- 4. REVIEW OF FINANCIAL REPORTS:** Director Dave Moritz reviewed the Financial Reports. It was motioned by Frank Griffith and seconded by Tim Eldridge to approve Financial Reports for filing. A roll call vote was taken and Directors Tim Eldridge, Frank Griffith, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.
- 5. GENERAL MANAGER’S REPORT:** General Manager’s report was presented, and no actions were taken.
- 6. KINNELOA IRRIGATION DISTRICT MASTER PLAN:** General Manager and the Board of Directors discussed the approach for developing a revision to the current Water Master Plan  
*Action: General Manager and the Board of Directors determined that a Special Meeting would be necessary to address this topic and will be scheduled in January 2021.*

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7. **ADVANCED METER INFRASTRUCTURE:** General Manager presented the benefits of a new Advanced Meter Infrastructure (AMI), the approach towards implementation and the necessity.

*Action: No action was taken. Decision on topic will be deferred to the 12/15/20 Meeting upon the collection of more information.*

8. **INFORMATION ITEMS**

General Manager encouraged focused attention and stronger engagement in legislative matters that directly impact our water agency functions.

Discussions are taking place regarding the use of generators during public safety power shutoffs (PSPS). Either by legislation or newly introduced rules, the District may be obligated to replace the generators soon, since the engines do not meet the current standards.

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

Gordon Johnson:

(AMI)

- Provide a comparison of manual meter reading to our current approach.
- Develop a cost comparison and identify pros and cons.

(Water Master Plan)

- What are the Impacts of growth, regulations and deteriorating infrastructure?
- Smaller Master Plans that are comprised of a series of technical memos taking on individual topics may be another option to help focus efforts.
- What would be the assessment of potential future demands on the system?
- The option for additional water sources should be quantified.
- What are the District's water delivery goals? One such example would be the improvement of fire flow.
- Determine what is appropriate for the District, in terms of the level of effort, the results desired and overall cost.

Tim Eldridge

(Water Master Plan)

- Recommended that the District budget (Time/Money) be determined, before approaching the development of the Water Master Plan.

10. **ADJOURNMENT**

**The meeting was adjourned at 5:03 pm.**

**Prepared and submitted by,**



**Martin Aragon**

**Office Manager/Acting Board Clerk**