

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, March 16, 2021, 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, Gordon Johnson, Gerrie Kilburn and Dave Moritz

DIRECTORS ABSENT: None

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

PUBLIC PRESENT: Stephen Brown

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.

2. **PUBLIC COMMENT:** There was no comment.

3. **REVIEW OF MINUTES:**

February 16, 2021 – It was motioned by Tim Eldridge and seconded by Gerrie Kilburn to approve minutes with appropriate edits for filing. Replace “agendum” with “outline” and remove “Based upon the discussions and comments during the January 26 2021 Board Meeting, an effort will be made to define the future direction of the District.” A roll call vote was taken. Directors Tim Eldridge, 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 Tim Eldridge and seconded by Gerrie Kilburn to approve Financial Reports for filing. A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.

5. **GENERAL MANAGER’S REPORT:** General Manager presented monthly report.

6. **UPDATE ON EMERGENCY PREPAREDNESS PLAN:** It was motioned by Tim Eldridge and seconded by Gerrie Kilburn to establish an Emergency Preparedness ad hoc committee led by Tim Eldridge and Dave Moritz.
A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.

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7. **SIERRA MADRE VILLA AND VILLA HEIGHTS WATER MAIN IMPROVEMENT PROJECT:** It was motioned by Tim Eldridge and Seconded by Gerrie Kilburn to award the contract to Big Ben Engineering in the amount of \$352,442.00. A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.
8. **RESIGNATION OF DIVISION 2 DIRECTOR:** It was motioned by Gerrie Kilburn and seconded by Tim Eldridge to post and mail out Notice of Vacancy to Division 2 residents with a closing application date of April 5, 2021. A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.
9. **APPOINTMENT OF BOARD CLERK:** It was motioned by Tim Eldridge and seconded by Gerrie Kilburn to appoint Martin Aragon to Board Clerk. A roll call vote was taken. Directors Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.
10. **ELECTION OF KINNELOA IRRIGATION DISTRICT BOARD SECRETARY:** It was motioned by Dave Moritz and seconded by Gerrie Kilburn to appoint Tim Eldridge as Board Secretary. A roll call vote was taken. Directors Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted Aye.
11. **LOS ANGELES COUNTY REDEVELOPMENT OVERSIGHT BOARD NO. 5 – ELECTION APPOINTMENT:** Tim Eldridge directed Melvin Matthews to certify that he, Gerrie Kilburn and Dave Moritz voted unanimously for Gordon Johnson on the ballot.
12. **DIRECTOR REPORTS AND/OR COMMENTS:** No Comments
13. **CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Government Code §54954.5 (E):** Title: General Manager
14. **OPEN SESSION – REPORT ON CLOSED SESSION**

The meeting was adjourned at 4:00 pm.
Prepared and submitted by,

Martin Aragon
Office Manager/Acting Board Clerk

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