

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, December 19, 2023, 3:00 P.M.

MINUTES

The meeting was conducted in the District Board Room and by teleconference in accordance with the Brown Act and AB 2449. The District offered the public the option to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

DIRECTORS PRESENT: (In-Person): Gordon Johnson, Gerrie Kilburn, Stephen Brown, Timothy Eldridge, William Opel

DIRECTORS ABSENT: none

STAFF PRESENT: (In-Person): General Manager, Tom Majich; Martin Aragon, Chris Burt,

PUBLIC PRESENT: Frank Griffith

1. CALL TO ORDER:

Chairman Johnson called the meeting to order at 3:00 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT: Mr. Griffith noted that he may wish to speak on Agenda Item #4.

3. OATH OF OFFICE – Division 5, William Opel

Chairman Gordon Johnson administered the oath of office for Director William Opel, in the presence of Kinneloa Irrigation District Secretary Stephen Brown.

4. PUBLIC HEARING REGARDING PROPOSED 2024 WATER RATES:

There was no public comment on the proposed increase of water rates.

5. WATER RATES:

Resolution 2023-12-19 for water rates effective as of 12/27/23 was presented and reviewed. Director Brown motioned to approve the Resolution and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Brown / Eldridge– 5 Aye/0 Nay/0 Abstain)

6. ELECTION OF KINNELOA IRRIGATION DISTRICT BOARD OFFICERS FOR YEAR 2024:

Director Johnson nominated **Stephen Brown for Chairman** and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Johnson / Eldridge – 4 Aye / 0 Nay / 1 Abstain-Brown)

Director Kilburn nominated **Timothy Eldridge for Treasurer** and was seconded by Director Brown. It was motioned/seconded/carried unanimously – (Kilburn / Eldridge – 4 Aye / 0 Nay / 1 Abstain-Eldridge)

Director Kilburn nominated **Gordon Johnson for Secretary** and was seconded by Director Brown. It was motioned/seconded/carried unanimously – (Kilburn / Brown – 5 Aye / 0 Nay / 0 Abstain)

7. REVIEW OF MINUTES:

Director Johnson noted one revision necessary on Item 11. Director Eldridge motioned to approve the **November 28, 2023 Regular Meeting** Minutes for filing with the noted revision and was seconded by Director Brown. It was motioned/seconded/carried unanimously – (Eldridge / Brown– 4 Aye / 0 Nay / 1 Abstain-Opel)

8. REVIEW OF FINANCIAL REPORTS:

The General Manager presented draft November 2023 financial reports except for the Balance Sheet. Action was deferred to the next Regular Meeting when the complete financial reports are available.

9. INFORMATION ITEMS:

a. The General Manager reviewed the November 2023 report on water quality testing and results.

b. The General Manager presented a table and chart showing historical water supply availability from the Raymond Basin and Tunnels along with historical demand and projected demand based on running annual averages.

c. The General Manager reviewed the Permit Amendment Application for Fluoride Treatment via Blending submitted to DDW on 12/11/23.

d. The General Manager reviewed the Investigative Report on E. coli positive Raw Water sample of the Hi-Lo Pressure tunnel line submitted to DDW on 11/16/23.

e. A summary of the recently adopted Los Angeles County Water Plan was reviewed.

f. The next customer newsletter will be prepared in late January. The General Manager will add a section to each edition highlighting a particular District facility and discuss its history and importance. Information on available rebates to customers will also be included in the next edition.

10. AD HOC MASTER PLAN COMMITTEE:

The General Manager presented a draft Mission Statement and examples for Director review. A Special Meeting will be scheduled for 2pm before the next Regular Board Meeting for a Master Plan and Mission Statement Workshop.

11. GENERAL MANAGER'S REPORT:

The General Manager presented the monthly report on District activities and water supply and production. A year-to-date summary of the Watermaster Year ending June 2024 was reviewed.

12. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Chairman Johnson concluded the closed session at 5:15 pm and reported that no action was taken.

13. DIRECTOR REPORTS AND/OR COMMENTS:

Director Opel requested that District staff prepare a written action plan for review at the next Regular Board Meeting for system operations in the event of a fire occurring in an area of the District where the fire hydrants are known to not meet current regulatory fire flow standards.

14. CALENDAR: Upcoming regular meetings: January 16, 2024; February 20, 2024; March 19, 2024

15. ADJOURNMENT:

Chairman Johnson adjourned the meeting at 5:20 P.M.
Prepared and submitted by,

Martin Aragon

Martin Aragon
Office Manager/Board Clerk