

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, March 24, 2026, 2:00 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): Stephen Brown, Timothy Eldridge, John Feliton, Gordon Johnson, William Opel,

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): Tom Majich, General Manager (GM); Katherine Morrisroe, Assistant Management Analyst; Chris Burt, Chief Operator

PUBLIC PRESENT: Michael Oliver (remote)

1. **CALL TO ORDER:**

Chairman Brown called the meeting to order at 2:00 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

The GM advised that to facilitate the previously agendized Resolution 2026-03-24-01 “Authorizing the Execution and Delivery by the District of an Installment Loan Agreement and Authorizing the Execution of other necessary documents and related actions” an additional Resolution Adopting a Debt Management Policy must also be acted on. The GM noted that this requirement was made known after the agenda was posted and there is an immediate need to act so that the previously agendized item can be acted upon. Director Johnson motioned to add this item to the agenda immediately following agenda item 6 “Support Letter for SB 1153” and was seconded by Director Feliton. A discussion ensued where questions were asked and answered. Director Opel asked when this Policy became a requirement and if it was indeed an emergent issue. The GM advised that Debt Management Policy became a requirement in 2017 after the District’s most recent financing in 2015 which is why the District does not have one in place currently and that it must be in place to effectuate the borrowing included in the agenda as Item 7. Following this discussion Chairman Brown called for a vote. It was motioned / seconded / carried unanimously – (Johnson / Feliton – 5 Aye / 0 Nay).

2. **PUBLIC COMMENT:** None

3. **REVIEW OF MINUTES**

Director Eldridge motioned to approve the **February 24, 2026 Minutes** for filing and was seconded by Director Opel. It was motioned / seconded / carried unanimously – (Eldridge / Opel – 5 Aye / 0 Nay).

4. REVIEW OF FINANCIAL REPORTS:

The General Manager presented the **February 2026 financial reports**. Director Eldridge motioned to approve the reports for filing and was seconded by Director Feliton. It was motioned / seconded / carried unanimously – (Eldridge / Feliton – 5 Aye / 0 Nay).

5. LAFCO ELECTION FOR SPECIAL DISTRICT REPRESENTATIVE:

The General Manager presented the nominees for the LAFCO Election for Special Districts. Chairman Brown motioned to authorize the General Manager to submit a ballot for Robert W. Lewis and was seconded by Director Eldridge. A discussion ensued where questions were asked and answered. It was motioned / seconded / carried unanimously – (Brown / Eldridge – 5 Aye / 0 Nay).

6. SUPPORT LETTER FOR SB1153 WILDFIRE PREPAREDNESS FOR PUBLIC WATER AGENCIES:

The GM presented documentation prepared by the Association of California Water Agencies (ACWA) requesting all ACWA members sign onto the SB1153 support letter prepared by ACWA. Director Eldridge motioned to authorize the General Manager to sign the support letter for SB 1153 on behalf of the District and was seconded by Director Feliton. A discussion ensued where questions were asked and answered. It was motioned / seconded / carried unanimously – (Eldridge / Feliton – 5 Aye / 0 Nay).

7. RESOLUTION 2026-03-24-02 ADOPTING DEBT MANAGEMENT POLICY IN ACCORDANCE WITH GOVERNMENT CODE SECTION 8855(j):

The GM presented Resolution 2026-03-24-02 to adopt a Debt Management Policy as required by Government Code Section 8855. Chairman Brown motioned to adopt the resolution and was seconded by Director Eldridge. A discussion ensued. Following that discussion Chairman Brown motioned to adopt the resolution subject to the modification of language in sections III-H-1 and III-H-2 to add “the Board” to provisions that authorized the GM to act as they deem prudent. The amended motion was seconded by Director Eldridge. It was motioned / seconded / carried unanimously – (Brown / Eldridge – 5 Aye / 0 Nay).

8. RESOLUTION 2026-03-24-01 AUTHORIZING THE EXECUTION AND DELIVERY BY THE DISTRICT OF AN INSTALLMENT LOAN AGREEMENT AND AUTHORIZING THE EXECUTION OF OTHER NECESSARY DOCUMENTS AND RELATED ACTIONS:

The General Manager presented Resolution 2026-03-24-01 to authorize the General Manager to provide the necessary documents to close the proposed financing with Columbia Bank to execute the District’s Capital Improvement Plan. Director Eldridge motioned to adopt the Resolution and was seconded by Director Johnson. A discussion ensued where questions were asked and answered. Director Johnson requested that the minutes reflect the Board’s discussion that this action conforms with the District’s adopted Debt Management Policy and that the terms of the financing are consistent with the District’s adopted financial plan and current rate structure. It was motioned / seconded / carried unanimously – (Eldridge / Johnson – 5 Aye / 0 Nay).

9. INFORMATION ITEMS:

- a. The General Manager presented a draft of the February 2026 Water Loss Audit report.

- b. The General Manager reviewed the February 2026 Water Quality Testing report.
- c. The General Manager presented the Capital Project Status Report. He reported that plans have been received for project 24113 the “Brown-Glen Pipeline Project” and will be out for bid in April.
- d. The General Manager presented the monthly report on District activities, water supply, and production. A year-to-date summary of the Watermaster Year ending February 2026 was presented.
- e. The General Manager discussed Subeca device replacement status and reporting performance. The GM and District staff believe that a replacement for Subeca may be required soon and that a meter reading upgrade project will be added to the Capital Project list and options for replacement will be developed over the coming months.
- f. The General Manager provided a reminder that Form 700 Filing is due by April 1, 2026.

10. CLOSED SESSION – Pending or Threatened Litigation / Threats to Critical Infrastructure Controls:

The Board went into closed session at 3:37p.m, the closed session ended at 4:20pm. Chairman Brown reported that no action was taken.

11. DIRECTOR REPORTS AND/OR COMMENTS

None

12. CALENDAR:

Upcoming meetings: April 28, 2026; May 26, 2026, June 23, 2026.

13. ADJOURNMENT:

Chairman Brown adjourned the meeting at 4:25 P.M.

Prepared and submitted by,

**Katherine Morrisroe
Assistant Management Analyst**