

# KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors  
1999 Kinclair Drive, Pasadena, CA 91107  
Tuesday, December 16, 2025, 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, John Feliton, Timothy Eldridge, William Opel (departed the meeting at 4:00pm), Gordon Johnson

**DIRECTORS ABSENT:** None

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

**PUBLIC PRESENT:** Anne Mushow (remote), Noah Greene (remote)

**1. CALL TO ORDER:**

Chairman Brown called the meeting to order at 2:05 P.M. and took a roll call. A quorum of Board Members was present and reviewed the agenda.

**2. PUBLIC COMMENT:** None

**3. REVIEW OF MINUTES:**

Director Opel motioned to approve the **November 18, 2025, Special Meeting Minutes** for filing with the addition that discussion ensued on various items prior to Board action and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Opel / Eldridge – 5 Aye / 0 Nay / 0 Abstain).

**4. REVIEW OF FINANCIAL REPORTS – OCTOBER 2025:**

The General Manager presented the October 2025 financial reports. A discussion ensued where questions were asked and answered. Director Johnson motioned to approve the reports for filing and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Johnson / Feliton -5 Aye / 0 Nay / 0 Abstain).

**5. REVIEW OF FINANCIAL REPORTS – NOVEMBER 2025:**

The General Manager presented the November 2025 financial reports. A discussion ensued where questions were asked and answered. Director Johnson motioned to approve the reports for filing and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Johnson / Eldridge – 5 Aye / 0 Nay / 0 Abstain).

**6. ELECTION OF KINNELOA IRRIGATION DISTRICT BOARD OFFICERS FOR YEAR 2026:**

Chairman Brown called for nominations for the office of Chairman. 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).

Chairman Brown called for nominations for the office of Secretary. Chairman Brown nominated **Gordon Johnson for Secretary** and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Brown / Eldridge – 4 Aye / 0 Nay / 1 Abstain – Johnson).

Chairman Brown called for nominations for the office of Treasurer. Chairman Brown nominated **Timothy Eldridge for Treasurer** and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Brown / Feliton – 4 Aye / 0 Nay / 1 Abstain - Eldridge).

## **7. INFORMATION ITEMS:**

a. The General Manager reviewed the 2025 Water Loss Audit report for October and November. He shared that meter hardware issues delayed the October report. Water loss for October and November increased from previous months due to meter register failures, lower flows potentially not being accurately recorded by legacy water meters and likely use of system water via hydrants by contractors performing work in the District.

b. The General Manager reviewed the November 2025 Water Quality Testing Report.

c. The General Manager presented the Capital Project Status Report. He shared that the installation of an air conditioning unit in the K3 Vault will be completed in January.

d. The General Manager shared that there has been no new action to report in the process of obtaining FEMA public assistance for the Eaton Fire damages; however, the FEMA rep originally assigned to KID has been reassigned and the GM will meet with the new FEMA rep assigned in early January.

e. The General Manager reported that the PWP Ranch Top Interconnection Operations are ongoing with no new issues to report.

f. The General Manager reported that the Septic to Sewer Feasibility Study proposal is pending execution of a Master Services Agreement with LA County which has been requested.

g. Subeca CEO Anne Mushow joined via Zoom to provide details on Subeca's commercial offerings and to address the recent performance of their products installed in the District. She explained that the hardware issues the KID has been experiencing is due to sealing issues, which have since been rectified in their new pins. The General Manager will provide a recommendation of action regarding the future use of Subeca products at the next meeting.

## **8. GENERAL MANAGERS REPORT:**