

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, February 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, Gordon Johnson, William Opel, John Feliton, Timothy Eldridge

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), John Vrsalovich (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.

Chairman Brown opened the meeting by acknowledging the recent passing of long time District customer, and former member of its Board of Directors, Mr. Frank Griffith and noted that the Board will consider proposals to acknowledge and memorialize his valuable service to the District over many years.

2. **PUBLIC COMMENT:**

Mr. John Vrsalovich introduced himself as the Foothill Municipal Water District Director for the Division that includes Kinneloa Irrigation District and noted that he is a resource for the District as it relates to Foothill matters, Director Johnson thanked Mr. Vrsalovich for his attendance.

Mr. Michael Oliver introduced himself as a District customer in the Division represented by Director Opel.

3. **REVIEW OF MINUTES:**

Chairman Brown motioned to approve the **January 27, 2026, Regular Meeting** Minutes for filing with directed corrections made to items 3, 7e, and 7j and was seconded by Director Johnson. It was motioned/seconded/carried unanimously – (Brown / Johnson– 5 Aye / 0 Nay).

4. **REVIEW OF FINANCIAL REPORTS AND AUDITOR ENGAGEMENT – FISCAL YEAR 2025:**

The General Manager presented the Year End 2025 financial reports. Director Eldridge motioned to approve the reports for filing and to engage Egan & Egan to conduct the audit for fiscal and calendar year 2025 and was seconded by Director Opel. A discussion ensued and the GM noted that a request for proposal will go out this summer for auditor services for year-end 2026. It was motioned / seconded / carried unanimously – (Eldridge / Opel – 5 Aye / 0 Nay).

5. REVIEW OF FINANCIAL REPORTS:

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

6. NOMINATION FOR LAFCO SPECIAL DISTRICT REPRESENTATIVE:

The General Manager presented a memo from Special Counsel William F. Kruse notifying Los Angeles Special Districts of a vacant seat on the Local Agency Formation Commission. A form was provided to nominate candidates. A discussion ensued where questions were asked and answered. No action was taken.

7. SUPPORT LETTERS FOR SB 1002 IDENTIFICATION CARD FOR WATER UTILITY WORKERS AND SB 1153 WILDFIRE PREPAREDNESS FOR PUBLIC WATER AGENCIES:

The General Manager presented Senate Bills 1001 and 1153. Director Eldridge motioned to authorize the GM to provide a letter of support for SB 1001 and was seconded by Director Opel. A discussion ensued where questions were asked and answered. It was motioned / seconded / carried unanimously – (Eldridge / Opel – 5 Aye / 0 Nay). Director Eldridge motioned to table the authorization of SB 1153 and was seconded by Director Johnson. It was motioned / seconded / carried unanimously – (Eldridge / Opel – 5 Aye / 0 Nay).

8. EXECUTION OF TERM SHEET FOR CAPITAL IMPROVEMENT PLAN FINANCING LOAN:

The General Manager presented the 2026 Term Sheet with Columbia Bank and noted that the final borrowing Resolution and related documents will be presented to the Board for approval at its Regular meeting in March. A discussion ensued where questions were asked and answered. Director Eldridge motioned to approve the execution of the Term Sheet and was seconded by Director Johnson. It was motioned / seconded / carried unanimously – (Eldridge / Johnson – 5 Aye / 0 Nay).

9. INFORMATION ITEMS:

a. The General Manager reviewed the January 2026 Water Loss Audit report.

b. The General Manager reviewed the January 2026 Water Quality Testing Report.

c. The General Manager presented the Capital Project Status Report. He reported that materials have been received for the SCADA RTU Upgrade Project and installation will begin in March.

d. The General Manager reported that the process of obtaining FEMA public assistance for the Eaton Fire damages is ongoing.

e. The General Manager reported that the Septic to Sewer Feasibility Study will not be conducted by Los Angeles County due to contractual requirements, but County staff has provided a referral to a private engineering firm that the GM will contact for a proposal.

f. The General Manager presented the 2025 Emergency Repairs Project Cost Report. Various Board members noted that in preparing the budget for 2027 it may be prudent to include a budget line item for these recurring emergency repairs.

g. The General Manager will present the 2025 General Manager Report on District Operations at the next meeting.

h. The General Manager reported that the Form 700 Filing Protocol is due by April 1st. He will share more information on filing details at the next meeting.

i. The General Manager presented the monthly report on District activities and water supply.

j. The General Manager issued a request form to Directors who would like a District issued identification card or business cards.

k. The General Manager presented the AB 1392 Confidential Voter Registration for Elected Officials. Per Section 2166.9 of Assembly Bil 1392, Board members may fill out the provided form to request that personal information be kept confidential.

l. The General Manager reported a Water Theft Ordinance Violation on 2/12/26. Following Resolution 2025-11-18-2, the responsible party was fined for their first violation of Unauthorized Fire Hydrant Use.

10. KINNELOA IRRIGATION DISTRICT GOALS AND OBJECTIVES FOR 2026:

The Board reviewed the latest draft of the District's Goals and Objectives for 2026 prepared by Chairman Brown. A discussion ensued where questions were asked and answered. Director Johnson motioned to approve its adoption and was seconded by Director Feliton. It was motioned / seconded / carried unanimously – (Johnson / Feliton – 5 Aye / 0 Nay).

11. CLOSED SESSION – Pending or Threatened Litigation:

The Board went into closed session at 3:40pm, the closed session ended at 4:15pm. Chairman Brown reported that no action was taken.

12. DIRECTOR REPORTS AND/OR COMMENTS

Director Eldridge reported that the Pasadena Glen Community Services District will be holding a vote shortly on modifying their property assessment structure to provide for additional funds for road and drainage repairs in their District.

13. CALENDAR:

Upcoming meetings: March 24, 2026; April 28, 2026; May 26, 2026.

14. ADJOURNMENT:

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

Prepared and submitted by,

**Katherine Morrisroe
Assistant Management Analyst**