

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Wednesday, June 21, 2022, 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 well as the District Board room. 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, Gerrie Kilburn, Tom Majich & David Moritz

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): General Manager, Melvin Matthews; Administrative Assistant / Acting Board Clerk, Melanie Timoteo; Facilities Operator, Michele Ferrell.

PUBLIC PRESENT: (In-Person): Tom Bunn of Lagerlof LLP

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. TELECONFERENCING OF BOARD MEETING:

The GM presented the Resolution to re-establish the conditions required for conducting meetings based upon the Resolution introduced on January 18, 2022.

Director Kilburn motioned to adopt the resolution and was seconded by Director Brown. It was motioned/seconded/carried unanimously – (Kilburn/Brown – 5 Aye/ 0 Nay /0 Abstain)

3. PUBLIC COMMENT: None

4. REVIEW OF MINUTES

Director Brown motioned to approve the **May 17, 2022** Minutes for filing and was seconded by Director Majich. It was motioned/seconded/carried unanimously – (Brown / Majich – 5 Aye/ 0 Nay /0 Abstain)

5. REVIEW OF FINANCIAL REPORTS

Director Moritz reviewed the May 2022 financial reports.

Director Brown motioned to approve the financial reports for filing and was seconded by Director Kilburn. It was motioned/seconded/carried unanimously – (Brown / Kilburn – 5 Aye/ 0 Nay /0 Abstain)

6. INFORMATION ITEMS

The General Manager presented his report.

The SA Associates has not provided a final date of completion for the system map project. Michele Ferrell will contact SA Associates for an update on the map project.

SB 552 will require Kinneloa Irrigation District to report water supply condition, production, and demand information to the State Board annually. The District will also be expected to incorporate drought-planning elements into the Emergency Response Plan.

7. KINNELOA IRRIGATION DISTRICT WATER CONSERVATION PROGRAM

Director Majich motioned to adopt the resolution 2022-06-21b to change the water conservation alert code from *Yellow* (Extraordinary Conservation Alert) to *Orange* (Rationing Conservation Alert) and was seconded by Director Brown. It was motioned/seconded/carried unanimously – (Majich / Brown – 5 Aye/ 0 Nay /0 Abstain)

8. PROJECT UPDATES

Customer Outreach: Second newsletter scheduled to be released by the end of June.

Advanced Meter Infrastructure (AMI) Project: Installation of the Subeca devices is expected to be completed by the end of July. However, the availability and delivery of new meter lids will affect the completion date.

Brown/Glen Replacement Pipeline Project: Civiltec Engineering is currently finalizing the specifications and design. Once the revisions to the design are returned the District can begin the bid process.

9. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Government Code €54956.9(E): Title: Potential Settlement, Release, and Severance Agreement with General Manager.

10. REPORT ON CLOSED SESSION:

Discussion Outcome:

Chairman Johnson announced the closed session concluded and no action was taken.

11. DIRECTOR REPORTS AND/OR COMMENTS:

Director Majich volunteered to assist KID staff by submitting a grant application to help fund the Brown/Glen Pipeline Project.

ADJOURNMENT:

Chairman Johnson adjourned the meeting at 4:28 pm.

Prepared and submitted by,

Martin Aragon

Martin Aragon

Office Manager/Board Clerk

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact the District office 48 hours prior to the meeting at 626-797-6295. Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the agenda packet is available for public review at the District office or online at the District's website <https://kinneloirrigationdistrict.info>.
