KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, November 18, 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, Gordon Johnson, William Opel, John Feliton Timothy Eldridge

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): Tom Majich, General Manager (GM); Chris Burt, Katherine Morrisroe

PUBLIC PRESENT: None

1. **CALL TO ORDER:**
   Chairman Brown called the meeting to order 2:20 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

2. **PUBLIC COMMENT:**
   None

3. **REVIEW OF MINUTES:**
   Director Eldridge motioned to approve the **October 28, 2025, Regular Meeting** Minutes for filing. It was motioned/seconded/carried – (Eldridge / Feliton – 4 Aye / 0 Nay / 1 Abstain - Brown)

4. **REVIEW OF FINANCIAL REPORTS – OCTOBER 2025:**
   The General Manager presented drafts of the October 2025 financial reports. A formal approval of the reports will be held at the next meeting.

5. **ADOPT MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN:**
   The General Manger presented a memo on the Multi-Jurisdictional Hazard Mitigation Plan along with a draft resolution for the Board to adopt the plan. A discussion ensued where questions were asked and answered. Director Johnson motioned to approve Resolution 2025-11-18-1 and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Johnson / Eldridge – 5 Aye / 0 Nay / 0 Abstain)

6. **WATER THEFT ORDINANCE OF THE KINNELOA IRRIGATION DISTRICT:**
   The General Manager presented a memo recommending adoption of a District Water Theft Ordinance. A discussion ensued where questions were asked and answered. Director Opel

motioned to approve Resolution 2025-11-18-2 adopting the Water Theft Ordinance and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Opel / Eldridge – 5 Aye / 0 Nay / 0 Abstain)

7. **ADOPT REVISED CONFLICT OF INTEREST CODE:**
The General Manager shared changes in SB 952 and AB 1286 requiring the electronic filing of Form 700s by the Board of Directors with the State of California instead of Los Angeles County as has been the practice to date. A revised Conflict of Interest Code has been drafted to reflect the change in filing location. A discussion ensued where questions were asked and answered. Chairman Brown motioned to approve the adoption of the revised Conflict of Interest Code and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Brown / Eldridge – 5 Aye / 0 Nay / 0 Abstain)

8. **APPROVE AUDITOR, ENGINEER AND ATTORNEY:**
The GM proposed to continue the services of the currently engaged District Auditor, Legal Counsel and Consulting Engineer as presented in the memo furnished to the Board. A discussion ensued where questions were asked and answered. Director Opel motioned to approve the GM proposal and was seconded by Director Johnson. It was motioned/seconded/carried unanimously – (Opel / Johnson – 5 Aye / 0 Nay / 0 Abstain)

9. **INFORMATION ITEMS:**

a. The October 2025 Water Loss Audit was not available as additional information on hydrant meters was needed. It will be presented at the next meeting.

b. The GM reviewed the October 2025 report on water quality testing.

c. The GM presented the Capital Project Status Reported. He noted that item 24113 was updated as new drawings for the project were recently issued and are under staff review.

d. The GM reported that the FEMA Public Assistance process is ongoing.

e. The GM reported that the PWP Ranch Top Interconnection Operations are continuing with occasional schedule adjustments between delivering agencies to achieve delivery balance.

f. The GM reported that the Master Services agreement from LA County has not been received but further attempts will be made to receive it.

g. The GM shared that Subeca continues to be reliable and the process of replacing existing pins with wireless pins is ongoing.

h. The GM shared that a draft of the Fall Newsletter will be sent to Chairman Brown for review and will be finalized by Thanksgiving.

i. The GM shared a general overview on recently enacted AB 707 that has several updates as it relates to Brown Act compliance and public meetings.

10. **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 October 2025 was reviewed.

11. **CLOSED SESSION – Pending or Threatened Litigation**
The Board went into closed session at 3:15pm, the closed session ended at 4:30pm, a discussion ensued where questions were asked and answered. Chairman Brown reported that the Board unanimously approved a motion by Director Eldridge, which was seconded by Director Feliton, to reject the Claim submitted by Southern California Edison on November 4, 2025, and directed legal counsel to provide notice of the rejection to the claimant.

12. **CLOSED SESSION – Public Employee Performance Evaluation, General Manager**
Chairman Brown reported that the Board conducted its annual performance evaluation with the General Manager and that no reportable action was taken.

13. **DIRECTOR REPORTS AND/OR COMMENTS:**
Director Johnson shared that some residents were interested in a tour of KID facilities, the GM mentioned that interested parties may reach out directly to the GM to arrange specific small facility tours as schedules permit.

The GM noted that the annual board elections will be held at the next meeting.

14. **CALENDAR:** Upcoming regular meetings: December 16, 2025; January 27, 2026; February 24, 2026.

15. **ADJOURNMENT:**
Chairman Brown adjourned the meeting at 4:35 P.M.

Prepared and submitted by,

Katherine Morrisroe
Assistant Management Analyst