

KINNELOA IRRIGATION DISTRICT
Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, November 20, 2018
3:00 p.m.
Minutes

DIRECTORS PRESENT: Tim Eldridge, Frank Griffith, Gordon Johnson, Gerrie Kilburn

DIRECTORS ABSENT: Bill Opel

STAFF PRESENT: Melvin Matthews, General Manager/Acting Board Secretary; Donna Eggehorn, Administrative Assistant; Chris Burt, Sr. Facilities Operator

1. CALL TO ORDER: Chair Frank Griffith called the meeting to order at 3:01 p.m. A quorum of Board Members was present. The Agenda was reviewed, and no changes were requested.

2. PUBLIC COMMENT: Linda Szerdahelyi of Coldwell Banker Real Estate was present.

3. CAPACITY CHARGE AND DEVELOPMENT FEES: Bill Kruse, Attorney for Kinneloa Irrigation District addressed the Board with the current legal requirements and regulations regarding the capacity charge and development fees.

Discussion ensued on what is required to change the capacity charge. The first step would be an engineering study of the past improvement projects that benefit future owners of new subdivided parcels as well as auxiliary dwelling units (ADU's) on existing parcels. Secondly, a determination would be needed for the fair division of these past costs between the District and the owners of parcels requiring new water service. Finally, an estimate of the number of future water services would be needed to determine the capacity charge for each new water service. A change in the capacity charge is not subject to the provisions of Proposition 218 but a public hearing is required before establishing a new charge.

Development fees are future-directed based on the cost of providing new water mains, fire hydrants and service connections and/or upgrading existing infrastructure to meet the current requirements for fire flow or other regulations. Development fees are subject to negotiation with the property owner or developer and are not subject to the provisions of Proposition 218.

After discussion, the Board did not take any action to change the current procedures or charges in the District's ***Rules and Regulations*** for these items.

4. REVIEW OF MINUTES: The minutes of October 16, 2018 were reviewed. Chair Griffith requested to change the word "**Absent**" to "**Abstain**" in the vote line under items #4, 5, and 7. Motioned/seconded/carried-(Kilburn/Johnson) and approved by a vote of 4/0/0/1 Ayes-Eldridge, Griffith, Johnson, Kilburn/Noes-0/Abstain-0/Absent-Opel

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5. REVIEW OF FINANCIAL REPORTS: General Manager Matthews reviewed the financial reports for October 31, 2018, highlighting that the District had increased water sales as compared to the budget, that operations and maintenance expenses were lower than the budget this month and that the net increase in cash was higher than the budgeted amount.

Motioned/seconded/carried-(Kilburn/Eldridge) and approved by a vote of 4/0/0/1
Ayes-Eldridge, Griffith, Johnson, Kilburn/Noes-0/Abstain-0/Absent-Opel

6. LOS ANGELES COUNTY WATER AGENCY MUTUAL ASSISTANCE AGREEMENT: The Board reviewed and approved to authorize the General Manager to sign the agreement.

Motioned/Seconded/carried-(Johnson/Kilburn) and approved by a vote of 4/0/0/1
Ayes-Eldridge, Griffith, Johnson, Kilburn/Noes-0/Abstain-0/Absent-Opel

7. GENERAL MANAGER'S REPORT: The General Manager and Board reviewed the report and highlighted the follow items and answered questions from the Directors:

KID Rules and Regulations - Continued project to revise and update this document

Emergency Preparedness – Finalized the Public Water Agency Emergency Preparedness Group Mutual Aid Agreement

Public Water Agency Group (PWAG) – General Manager Matthews is on the team preparing for the formalization of the structure of PWAG as a mutual-benefit non-profit corporation.

Automated Meter Reading – Continued with the analysis of the best path forward using new technologies to collect data now that Badger has officially announced the discontinuance of current Badger meter endpoint which is used by the KID to collect water meter readings.

8. DIRECTOR REPORTS AND/OR COMMENTS: The General Manager will present the recommended project list for 2019 at a future meeting.

9. CALENDAR: A Public Hearing Regarding Proposed Water Rate Increases for 2019 and the next regular meeting will be at 3:00 p.m. on Tuesday, December 18, 2018.

10. ADJOURNMENT: The meeting was adjourned at 4:04 p.m.

Prepared by:

Donna Eggehorn, Administrative Assistant

Reviewed and submitted by:

Melvin L. Matthews

Acting Secretary to the Board