

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, March 25, 2025
3:00 P.M.

AGENDA

This meeting will be conducted at the District office in accordance with the Brown Act and AB 2449. Public comment may be made in person or submitted via email to gm@kidwater.info prior to the meeting, any information submitted will become part of the official record. The public may participate at the office or via computer or telephone using the following information:

<https://us02web.zoom.us/j/85061795151?pwd=QRaWGV5Lzg3dmEvcGx1Ujl6akRHdz09>

Meeting ID: 850 6179 5151

Passcode: 156331

Telephone: 669 900 9128

1. **CALL TO ORDER** – 3:00 P.M.
 - a. Declaration of a quorum
 - b. Review of agenda

2. **PUBLIC COMMENT** – Comments from the Public regarding items on the Agenda or other items within the jurisdiction of the District
In compliance with the Brown Act, the Board cannot discuss or act on items not on the Agenda. However, Board Members or District Staff may acknowledge Public comments, briefly respond to statements or questions posed by the Public, ask a question for clarification, or request Staff to place item on a future Agenda (Government Code section §54954.2)

3. **REVIEW OF MINUTES** – February 25, 2025, Regular Meeting
Recommended Action: Review and approve motion to file.

4. **REVIEW OF FINANCIAL REPORTS** – January 2025
Recommended Action: Review and approve motion to file.

5. **REVIEW OF FINANCIAL REPORTS** – February 2025
Recommended Action: Review and approve motion to file.

6. **EATON FIRE RESPONSE AND RECOVERY** –
Recommended Action: Discuss status of Eaton Fire Response and Recovery and direct General Manager to take certain actions to facilitate business continuity. Consider Appeals from Customers displaced from their homes.

7. **INFORMATION ITEMS**
 - a. Water Loss Audit – February 2025*
 - b. Water Quality Testing and Reporting – February 2025*
 - c. Post-Eaton Fire water quality monitoring
 - d. Pasadena Interconnection Status
 - e. Pasadena Glen Private Road Damage, impacts to KID assets
 - f. Customer Outreach/Newsletter – March 2025

- 8. GENERAL MANAGERS REPORT** – Information item presented by the General Manager.
General Manager to summarize the report and respond to questions.
- 9. ANNUAL REPORT OF OPERATIONS FOR CALENDAR YEAR 2024** – Information item presented by the GM
General Manager to summarize the report and respond to questions.
- 10. KINNELOA IRRIGATION DISTRICT GOALS AND OBJECTIVES FOR 2025**
Discussion of the District’s goals and objectives for calendar year 2025.
- 11. CLOSED SESSION** – Pending or threatened litigation (Government Code Section 54956.9(a))
- 12. DIRECTOR REPORTS AND/OR COMMENTS** –
In accordance with Government Code §54954.2 Directors may make brief announcements or brief reports on their own activities. Directors may ask a question for clarification, provide a reference to staff or other resources for information, request staff to report back to the Directors at a subsequent meeting, or act to direct staff to place a matter of business on a future agenda.
- 13. CALENDAR** – Upcoming regular meetings: April 22, 2025; May 27, 2025; June 24, 2025

14. ADJOURNMENT

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://kinneloairrigationdistrict.info>.

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, February 25, 2025, 3:00 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, William Opel (until 5:15pm), John Feliton, Timothy Eldridge, Gordon Johnson

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

PUBLIC PRESENT: none

1. CALL TO ORDER:

Chairman Brown 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. PUBLIC COMMENT: none

3. REVIEW OF MINUTES:

Director Johnson motioned to approve the **January 28, 2025 Regular Meeting** Minutes for filing, subject to correction of typos on items 7g and 7h and addition of clarifying language to item 10, and was seconded by Director Opel. It was motioned/seconded/carried unanimously – (Johnson / Opel - 5 Aye / 0 Nay / 0 Absent)

4. REVIEW OF FINANCIAL REPORTS:

The General Manager presented the Year End 2024 financial reports. Director Feliton motioned to approve the reports for filing and to engage the auditor for the 2024 audit, and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Feliton / Eldridge – 5 Aye / 0 Nay / 0 Absent)

5. REVIEW OF FINANCIAL REPORTS:

The General Manager presented a draft of the January 2025 financial reports and will present final reports for approval at the March 2025 meeting. No action was taken.

6. REVISED 2025 OPERATING BUDGET:

The General Manager presented a revised operating budget for 2025 with inclusion of additional costs incurred by the response to the Eaton Fire and loss of revenue associated with the Eaton Fire. Director Opel motioned to adopt the revised 2025 operating budget as presented and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Opel / Eldridge – 5 Aye / 0 Nay / 0 Absent)

7. EATON FIRE RESPONSE AND RECOVERY:

The General Manager provided an update on the Eaton Fire response activities to date. The GM noted that customers whose homes were destroyed by the fire had an abnormal amount of water use for the month as when the home was destroyed water freely flowed through the meter unrestricted until District staff could safely access the area to turn off water to the meter. Director Opel motioned that the District shall exclude any water used by customers of destroyed homes from 6pm on January 7th through the time when service was shut off from the customer's amount due and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Opel / Feliton – 5 Aye / 0 Nay /0 Absent)

8. HOLLY BOOSTER BYPASS / TRANSFER VALVE PROJECT:

The General Manager presented a memo outlining the details and costs of this project. It was motioned by Director Johnson and seconded by Director Eldridge that the General Manager proceed as proposed in the memo to execute the project upon receipt of funds from the applicable customer. It was motioned/seconded/carried unanimously – (Johnson / Eldridge – 5 Aye / 0 Nay /0 Absent)

9. INFORMATION ITEMS:

- a. The General Manager reviewed the January 2025 water loss audit report.
- b. The General Manager reviewed the January 2025 report on water quality testing and results including the special testing required following the Eaton Fire.
- c. The General Manager noted that the Ranch Top Interconnection with Pasadena Water and Power (PWP) is now in use with PWP utilizing water from KID's Vosburg Reservoir. It is anticipated that PWP will modify the interconnection and start delivering water from its Thomas Reservoir in March.
- d. The GM advised that final documentation associated with the purchase and taking possession of the KEPOA storage container are ongoing.
- e. The customer newsletter will be prepared by the GM and Director Brown and issued prior to the next board meeting.
- f. The General Manager is working on the 2024 Business Report and intends to publish that at the March Board Meeting.

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 June 2024 was reviewed.

11. KINNELOA IRRIGATION DISTRICT GOALS AND OBJECTIVES FOR 2025:

It was motioned by Director Brown and seconded by Director Feliton that an ad hoc committee be established to prepare the District Goals and Objectives for 2025 for discussion and approval at the March Board meeting. Directors Eldridge and Johnson volunteered for the committee assignment. It was motioned/seconded/carried unanimously – (Brown / Feliton – 4 Aye / 0 Nay /1 Absent - Opel)

12. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Government Code §54954.5(e):

Chairman Brown concluded the closed session at 4:55 pm and reported that no action was taken.

13. DIRECTOR REPORTS AND/OR COMMENTS:

None.

14. CALENDAR: Upcoming regular meetings: March 25, 2025; April 22, 2025; May 27, 2025

15. ADJOURNMENT:

Chairman Brown adjourned the meeting at 5:30 P.M.

Prepared and submitted by,

Tom Majich
General Manager

Kinneloa Irrigation District
Income Statement Compared with Budget for the One Month Ending January 31, 2025

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
Revenues							
4001 Retail Water Sales DSC	55,220.97	59,031.17	(3,810.20)	55,220.97	59,031.17	(3,810.20)	708,374.00
4002 Retail Water Sales Consumption	119,577.00	115,240.44	4,336.56	119,577.00	115,240.44	4,336.56	1,646,292.00
4035 Interest on Cash	(393.42)	0.00	(393.42)	(393.42)	0.00	(393.42)	45,000.00
TOTAL REVENUES	174,404.55	174,271.61	132.94	174,404.55	174,271.61	132.94	2,399,666.00
Expenses							
5005 Electricity	3,335.78	18,975.00	(15,639.22)	3,335.78	18,975.00	(15,639.22)	227,700.00
5010 Maintenance Supplies	1,836.73	2,083.33	(246.60)	1,836.73	2,083.33	(246.60)	25,000.00
5012 Safety Equipment	1,247.65	250.00	997.65	1,247.65	250.00	997.65	3,000.00
5015 Operations & Maint. Labor	29,558.55	25,833.33	3,725.22	29,558.55	25,833.33	3,725.22	310,000.00
5016 Non-Emergency Operations OT	5,817.62	1,891.67	3,925.95	5,817.62	1,891.67	3,925.95	22,700.00
5020 Standby Compensation	540.00	912.50	(372.50)	540.00	912.50	(372.50)	10,950.00
5022 Training/Certification	0.00	250.00	(250.00)	0.00	250.00	(250.00)	3,000.00
5025 Water Treatment/Analysis	4,389.66	1,250.00	3,139.66	4,389.66	1,250.00	3,139.66	15,000.00
5026 Water Treatment/Supplies	156.58	833.33	(676.75)	156.58	833.33	(676.75)	10,000.00
5030 Maint. Contractors Scheduled	1,106.52	8,982.92	(7,876.40)	1,106.52	8,982.92	(7,876.40)	107,795.00
5031 SCADA System O&M	2,001.39	833.33	1,168.06	2,001.39	833.33	1,168.06	10,000.00
5034 Equipment Maintenance	5,137.46	1,666.67	3,470.79	5,137.46	1,666.67	3,470.79	20,000.00
5035 Vehicle Maintenance	280.74	500.00	(219.26)	280.74	500.00	(219.26)	6,000.00
5036 Fuel - All Equipment	1,505.60	1,000.00	505.60	1,505.60	1,000.00	505.60	12,000.00
5040 Equipment Rental	148.75	0.00	148.75	148.75	0.00	148.75	500.00
5045 Insurance-Workers Compensation	0.00	0.00	0.00	0.00	0.00	0.00	19,000.00
5046 Insurance-Liability	2,326.03	3,791.67	(1,465.64)	2,326.03	3,791.67	(1,465.64)	45,500.00
5048 Insurance-Property	398.28	448.25	(49.97)	398.28	448.25	(49.97)	5,379.00
5049 Insurance-Medical	7,969.11	7,527.50	441.61	7,969.11	7,527.50	441.61	90,330.00
6000 Engineering Services	4,345.00	3,750.00	595.00	4,345.00	3,750.00	595.00	45,000.00
6005 RBMB Watermaster Fees	1,520.33	1,583.33	(63.00)	1,520.33	1,583.33	(63.00)	19,000.00
6015 General Manager Compensation	15,236.00	16,077.67	(841.67)	15,236.00	16,077.67	(841.67)	192,932.00
6017 Administrative Travel	0.00	260.00	(260.00)	0.00	260.00	(260.00)	3,120.00
6020 Board of Directors Comp.	600.00	875.00	(275.00)	600.00	875.00	(275.00)	10,500.00
6021 Administrative/Board Expense	0.00	416.67	(416.67)	0.00	416.67	(416.67)	5,000.00
6024 Customer/Public Information	949.00	477.00	472.00	949.00	477.00	472.00	5,724.00
6025 CalPERS - KID	4,811.23	4,625.00	186.23	4,811.23	4,625.00	186.23	55,500.00
6030 Social Security - KID	4,007.77	3,541.67	466.10	4,007.77	3,541.67	466.10	42,500.00
6031 Medicare - KID	937.29	850.00	87.29	937.29	850.00	87.29	10,200.00
6035 Office/Computer Supplies	504.32	583.33	(79.01)	504.32	583.33	(79.01)	7,000.00
6036 Postage/Delivery	146.00	333.33	(187.33)	146.00	333.33	(187.33)	4,000.00
6040 Professional Dues	2,218.96	1,748.83	470.13	2,218.96	1,748.83	470.13	20,986.00
6045 Legal Services	0.00	500.00	(500.00)	0.00	500.00	(500.00)	6,000.00
6050 Phone/Internet/Wireless	679.30	708.33	(29.03)	679.30	708.33	(29.03)	8,500.00
6059 Computer/Software Maint.	382.33	1,000.00	(617.67)	382.33	1,000.00	(617.67)	12,000.00
6061 Office Equipment Maint.	0.00	208.33	(208.33)	0.00	208.33	(208.33)	2,500.00
6065 Accounting Services	70.00	0.00	70.00	70.00	0.00	70.00	7,700.00

Kinneloa Irrigation District
Income Statement Compared with Budget for the One Month Ending January 31, 2025

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
6070 Office & Accounting Labor	13,651.16	14,375.00	(723.84)	13,651.16	14,375.00	(723.84)	172,500.00
6075 Professional Services	1,265.41	1,250.00	15.41	1,265.41	1,250.00	15.41	15,000.00
6076 Contract Services	2,100.00	3,944.75	(1,844.75)	2,100.00	3,944.75	(1,844.75)	47,337.00
6080 FMWD Administrative Fees	1,088.01	1,212.17	(124.16)	1,088.01	1,212.17	(124.16)	14,546.00
6081 Permits/Fees	558.45	1,250.00	(691.55)	558.45	1,250.00	(691.55)	15,000.00
6120 Bank Service Charges	1,830.70	2,500.00	(669.30)	1,830.70	2,500.00	(669.30)	30,000.00
Subtotal Operating Expenses	124,657.71	139,099.91	(14,442.20)	124,657.71	139,099.91	(14,442.20)	1,696,399.00
NET OPERATING INCOME	49,746.84	35,171.70	14,575.14	49,746.84	35,171.70	14,575.14	703,267.00
Other Expenditures							
1504 Water Mains/Valves	0.00	0.00	0.00	0.00	0.00	0.00	96,500.00
1505 Water Tunnels	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
1512 Water Meters	0.00	0.00	0.00	0.00	0.00	0.00	25,000.00
1513 Electrical/Electronic Equip.	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
1514 Computer/Office Equip.	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
1515 Vehicles/Portable Equip.	0.00	0.00	0.00	0.00	0.00	0.00	3,134.00
1516 Water Company Facilities	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
1522 Eucalyptus Booster Station	0.00	0.00	0.00	0.00	0.00	0.00	52,500.00
1527 SCADA Components	12,311.00	10,000.00	2,311.00	12,311.00	10,000.00	2,311.00	10,000.00
1530 Tools	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
Subtotal Other Expenditures	12,311.00	10,000.00	2,311.00	12,311.00	10,000.00	2,311.00	233,634.00
NET WATER REVENUES	37,435.84	25,171.70	12,264.14	37,435.84	25,171.70	12,264.14	469,633.00
Debt Service							
2400 Installment Purchase Agreement	0.00	0.00	0.00	0.00	0.00	0.00	165,753.00
6088 Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	34,449.00
Subtotal Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	200,202.00
TOTAL INCREASE/(DRAWDOWN)	37,435.84	25,171.70	12,264.14	37,435.84	25,171.70	12,264.14	269,431.00

Kinneloa Irrigation District
Balance Sheet as of January 31, 2025

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 253,177.09
1012	Reserve Fund-LAIF	1,022,809.88
1100	Accts. Receivable-Water Sales	64,674.84
1101	Accts. Receiv.-Service Charges	2,200.94
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	174,685.81
1350	Prepaid Insurance	20,599.83
1360	Prepaid Expenses	<u>37,683.43</u>
	Total Current Assets	1,595,060.34

Property and Equipment

	Total Property and Equipment	<u>5,238,553.25</u>
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Other Assets

1901	PERS-Deferred Outflows	197,834.00
	Total Assets	<u>\$ 7,031,447.59</u>

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 21,851.22
2005	Umpqua Visa Payable	6,359.62
2250	PERS Withholding-Employee	0.01
2272	Job Deposits	13,616.00
2275	Deposits-Water Customers	255.02
2290	Accrued Vacation	<u>12,075.40</u>
	Total Current Liabilities	54,157.27

Long-Term Liabilities

2400	Installment Purchase Agreement	988,132.07
2801	PERS- Net Liability	459,275.51
2901	PERS- Deferred Inflows	<u>42,327.00</u>
	Total Long-Term Liabilities	<u>1,489,734.58</u>
	Total Liabilities	1,543,891.85

Capital

3040	Fund Balance	5,437,808.90
	Net Income	<u>49,746.84</u>
	Total Capital	<u>5,487,555.74</u>
	Total Liabilities & Capital	<u>\$ 7,031,447.59</u>

Kinneloa Irrigation District
Check/EFT Register
January 1, 2025 to January 31, 2025

Date	Check #	Payee	Amount	Description
01/06/25	11212*	Cricket Scada LLC	12,311.00	Deposit: Project 24119 K3-WW-PWP Blending
01/15/25	EFT6499	Bernadette C. Allen	757.57	payroll
01/15/25	EFT6500	Arthur M. Aragon	1,493.36	payroll
01/15/25	EFT6501	Ramon Jr. Ascencio	2,930.91	payroll
01/15/25	EFT6502	Christopher A. Burt	3,171.59	payroll
01/15/25	EFT6503	Felipe Gallegos	3,898.66	payroll
01/15/25	EFT6504	Thomas L. Majich	4,509.03	payroll
01/15/25	EFT6505	Jeffrey L. Peterson	2,336.39	payroll
01/15/25	EFT6506	Melanie E. Timoteo	1,590.52	payroll
01/15/25	EFT6507	Christopher A. Burt	300.00	payroll
01/15/25	EFT6508	Felipe Gallegos	50.00	payroll
01/15/25	EFT6509	Automatic Data Processing, Inc.	9,286.16	payroll taxes and withholdings
01/25/25	11213	ACWA-JPIA	4,829.03	workers' compensation 10/1/24-12/31/24
01/25/25	11214	ACWA-JPIA	8,731.19	KID & employee health benefits contributions
01/25/25	11215	BMC Landscape Management	2,100.00	landscape maintenance
01/25/25	11216	Building Solutions Group, Inc.	1,800.00	mechanical report for pump station vault
01/25/25	11217	Clinical Lab of San Bernardino	765.00	water analysis
01/25/25	11218	Clinical Lab of San Bernardino	560.00	water analysis
01/25/25	11219	Clinical Lab of San Bernardino	800.00	water analysis
01/25/25	11220	Underground Service Alert	15.55	Digalert
01/25/25	11221	Foothill Municipal Water District	1,088.01	administrative fee (O & M charge)
01/25/25	11222	Generator Services Co.	5,137.46	emergency callout - 1 site; 1/11, 1/12 and 1/13
01/25/25	11223	Geotab USA, Inc.	79.00	vehicle maintenance
01/25/25	11224	McMaster Carr	91.41	Flo-loc supplies, small tool
01/25/25	11225	National Construction Rentals	196.03	portable restroom
01/25/25	11226	OnSolve, LLC	700.00	One Call Now renewal - call credits
01/25/25	11227	Public Water Agencies Group	1,270.63	PWAG monthly and quarterly assessment
01/25/25	11228	Raymond Basin Management Board	1,872.17	Title 22 monitoring: lab fees, sampling/admin.
01/25/25	11229	J.A. Salazar Construction & Supply	10,454.71	Clarmeya Lane main leak repair
01/25/25	11230	Ultimate Cleaning Solutions, Inc.	90.00	janitorial service
01/25/25	11231	Gloria Tello	353.00	replacement for uncashed check #10857
01/31/25	EFT6510	Bernadette C. Allen	1,138.74	payroll
01/31/25	EFT6511	Arthur M. Aragon	1,416.84	payroll
01/31/25	EFT6512	Ramon Jr. Ascencio	3,232.70	payroll
01/31/25	EFT6513	Stephen Brown	138.53	payroll
01/31/25	EFT6514	Christopher A. Burt	3,171.58	payroll
01/31/25	EFT6515	Timothy J. Eldridge	138.53	payroll
01/31/25	EFT6516	John R. Feliton	138.53	payroll
01/31/25	EFT6517	Felipe Gallegos	3,033.40	payroll
01/31/25	EFT6518	Thomas L. Majich	4,509.04	payroll
01/31/25	EFT6519	Leo Majich	127.59	payroll
01/31/25	EFT6520	Arthur W. Opel	138.53	payroll
01/31/25	EFT6521	Jeffrey L. Peterson	2,634.79	payroll
01/31/25	EFT6522	Melanie E. Timoteo	2,008.99	payroll
01/31/25	EFT6523	Christopher A. Burt	300.00	payroll
01/31/25	EFT6524	Felipe Gallegos	50.00	payroll
01/31/25	EFT6525	Automatic Data Processing, Inc.	9,438.41	payroll taxes and withholdings
01/31/25	EFT6526	Assoc. of Calif. Water Agencies	10,900.00	2025 annual agency membership dues
01/31/25	EFT6527	Automatic Data Processing, Inc.	410.91	payroll and 2024 year end processing fees
01/31/25	EFT6528	Applied Technology Group, Inc.	120.00	PWAG radios

Kinneloa Irrigation District
Check/EFT Register
January 1, 2025 to January 31, 2025

Date	Check #	Payee	Amount	Description
01/31/25	EFT6529	Arco Business Solutions	652.97	vehicle fuel
01/31/25	EFT6530	AT&T Mobility	62.53	FirstNet wireless service
01/31/25	EFT6531	CA Public Employees Ret. Sys.	6,723.62	KID & employee retirement contributions
01/31/25	EFT6532	Nexbillpay	1,780.18	credit card processing fees
01/31/25	EFT6533	CA Public Employees Ret. Sys.	70.00	SSA 218 - Annual Fee
01/31/25	EFT6534	CalPERS 457 Plan	7,004.64	employee contributions
01/31/25	EFT6535	CalPERS 457 Plan	1,636.32	employee contributions
01/31/25	EFT6536	Nexbillpay	358.10	eCheck processing fees
01/31/25	EFT6537	Pasadena Municipal Services	1,934.56	electricity - Wilcox Well
01/31/25	EFT6538	Southern California Edison Co.	35,233.68	electricity - 13 sites Dec; K-3 Aug - Nov
01/31/25	EFT6539	Spectrum	203.96	internet & telephone services
01/31/25	EFT6540	Streamline	249.00	website service
01/31/25	EFT6541	Verizon Wireless	41.57	wireless service
01/31/25	EFT6542	Umpqua Bank	6,982.38	staff credit card purchases
Total			<u>189,549.00</u>	

*Voided checks 1/1/25 - 1/31/25:

10857V payment check not cleared within 6 months

11168V check to establish petty cash - fund not established

11211V incorrect payee name

Kinneloa Irrigation District
 Umpqua Bank Visa - Cash Disbursements Journal
 For the Period from Jan. 1, 2025 to Jan. 31, 2025

Date	Check #	Name	Line Description	Amount	Account ID	Account Description
1/1/25	20250101FG-1	Ganahl Lumber Company	shovel, nutdriver set, tie down straps	157.62	5010	Maintenance Supplies
1/1/25	20250101MA-1	Google LLC	Google Voice Standard - license usage	76.29	6050	Phone/Internet/Wireless
1/1/25	20250101MA-2	Google LLC	Google Workspace	144.00	6059	Computer/Software Maintenance
1/1/25	20250101RA-1	Ganahl Lumber Company	drill bits - Wilcox Res repair	74.88	5010	Maintenance Supplies
1/2/25	20250102TM-1	Power Generation Accessories LLC	actuator mounting gasket	25.48	5010	Maintenance Supplies
1/3/25	20250103RA-1	Ganahl Lumber Company	screws, washers, fasteners - Wilcox Res	31.83	5010	Maintenance Supplies
1/3/25	20250103TM-1	esri	ArcGIS annual subscription	700.00	6000	Engineering Services
1/3/25	20250103TM-2	Home Depot	coveralls, gloves, flashlight, tripod	137.42	5010	Maintenance Supplies
1/3/25	20250103TM-3	So. Cal. Water Utilities Assoc.	2025 annual membership	40.00	6040	Professional Dues
1/4/25	20250104FG-1	Amazon.com Inc	Klein tools replacement bits	10.89	5010	Maintenance Supplies
1/4/25	20250104JP-1	MK Battery	SP-35 battery	76.53	5010	Maintenance Supplies
1/5/25	20250105TM-1	Amazon.com Inc	USB wall charger	17.50	6035	Office/Computer Supplies
1/7/25	20250107FG-1	MK Battery	12 volt batteries (2)	686.85	5010	Maintenance Supplies
1/7/25	20250107MA-1	Amazon.com Inc	paper products	48.67	6035	Office/Computer Supplies
1/8/25	20250108CB-1	Pasadena 76	fuel - 2008 Tk #2	143.64	5036	Fuel - All Equipment
1/9/25	20250109FG-1	Ganahl Lumber Company	gloves, bolt cutter, flashlight, hard hat	308.64	5012	Safety Equipment
1/9/25	20250109FG-2	Home Depot	rubber runner, pliers	138.11	5010	Maintenance Supplies
1/9/25	20250109RA-1	Pasadena 76	fuel - Holly generators	49.55	5036	Fuel - All Equipment
1/9/25	20250109RA-2	Arco - Pasadena	fuel - office small generator	13.77	5036	Fuel - All Equipment
1/10/25	20250110MA-1	Staples, Inc.	Kleenex tissues	18.71	6035	Office/Computer Supplies
1/10/25	20250110MA-2	Autozone Auto Parts	air filters	179.52	5035	Vehicle Maintenance
1/10/25	20250110MA-3	Habit Burger & Grill	food for response team	80.86	6035	Office/Computer Supplies
1/10/25	20250110RA-1	Pasadena 76	fuel	226.50	5036	Fuel - All Equipment
1/11/25	20250111FG-1	Shell Oil	fuel	26.51	5036	Fuel - All Equipment
1/12/25	20250112JP-1	K Petrol	fuel - 5 cans	43.60	5036	Fuel - All Equipment
1/13/25	20250113FG-1	Home Depot	ear plugs, ear muff	48.23	5012	Safety Equipment
1/13/25	20250113MA-1	Amazon.com Inc	Ziploc bags, toner cartridges	255.88	6035	Office/Computer Supplies
1/13/25	20250113RA-1	Pasadena 76	fuel - Holly generator	34.49	5036	Fuel - All Equipment
1/14/25	20250114BA-1	Ware Disposal	trash pickup services	489.43	6075	Professional Services
1/14/25	20250114FG-1	Home Depot	Bernzomatic fuel, utility pouch	47.35	5010	Maintenance Supplies
1/14/25	20250114RA-1	Pasadena 76	fuel - Holly generators	31.89	5036	Fuel - All Equipment
1/16/25	20250116MA-1	Jersey Mike's Subs	food for response team	82.70	6035	Office/Computer Supplies
1/16/25	20250116MA-2	7 - Eleven	beverages for response team	14.45	5010	Maintenance Supplies

Kinneloa Irrigation District
 Umpqua Bank Visa - Cash Disbursements Journal
 For the Period from Jan. 1, 2025 to Jan. 31, 2025

Date	Check #	Name	Line Description	Amount	Account ID	Account Description
1/17/25	20250117CB-1	Pasadena 76	fuel	150.62	5036	Fuel - All Equipment
1/17/25	20250117RA-1	Pasadena 76	fuel - Holly & West Tank generators	110.06	5036	Fuel - All Equipment
1/18/25	20250118TM-1	Lawn Mower Corner	misc. maintenance supplies	264.53	5010	Maintenance Supplies
1/19/25	20250119TM-1	SimpliSafe	core monitoring subscription	31.99	6075	Professional Services
1/21/25	20250121TM-1	Blue Cactus Printing	custom printed shirts	890.78	5012	Safety Equipment
1/23/25	20250123FG-1	Ganahl Lumber Company	marking paint	22.03	5010	Maintenance Supplies
1/23/25	20250123RA-1	Arco - Pasadena	fuel - West Tank generator	22.00	5036	Fuel - All Equipment
1/24/25	20250124MA-1	United States Postal Service	postage stamps	146.00	6036	Postage/Delivery
1/26/25	20250126TM-1	Amazon.com Inc	HEPA cabin air filter	22.22	5035	Vehicle Maintenance
1/27/25	20250127BA-1	Aatrix Software	1099-NEC electronic file, print, mail	31.50	6075	Professional Services
1/28/25	20250128TM-1cm	Power Generation Accessories LLC	refund for actuator mounting gasket	-25.48	5010	Maintenance Supplies
1/29/25	20250129JP-1	Discount Filters	shop vac filters	34.45	5010	Maintenance Supplies
1/29/25	20250129JP-2	Home Depot	12' box truck rental	150.00	5040	Equipment Rental
1/29/25	20250129TM-1	Power Generation Accessories LLC	actuator mounting gasket	48.38	5010	Maintenance Supplies
1/29/25	20250129JP-1cm	Home Depot	rental contract balance returned	-1.25	5040	Equipment Rental
Total				<u>6,359.62</u>		

Kinneloa Irrigation District
Income Statement Compared with Budget for the Two Months Ending February 28, 2025

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
Revenues							
4001 Retail Water Sales DSC	58,212.74	59,031.17	(818.43)	113,433.71	118,062.34	(4,628.63)	708,374.00
4002 Retail Water Sales Consumption	89,348.10	115,240.44	(25,892.34)	208,925.10	230,480.88	(21,555.78)	1,646,292.00
4020 Service Charges	100.00	0.00	100.00	100.00	0.00	100.00	0.00
4035 Interest on Cash	0.00	0.00	0.00	(393.42)	0.00	(393.42)	45,000.00
TOTAL REVENUES	147,660.84	174,271.61	(26,610.77)	322,065.39	348,543.22	(26,477.83)	2,399,666.00
Expenses							
5005 Electricity	4,022.51	18,975.00	(14,952.49)	7,358.29	37,950.00	(30,591.71)	227,700.00
5010 Maintenance Supplies	9,048.41	2,083.33	6,965.08	10,885.14	4,166.66	6,718.48	25,000.00
5012 Safety Equipment	848.50	250.00	598.50	2,096.15	500.00	1,596.15	3,000.00
5015 Operations & Maint. Labor	28,339.50	25,833.33	2,506.17	57,898.05	51,666.66	6,231.39	310,000.00
5016 Non-Emergency Operations OT	1,454.94	1,891.67	(436.73)	7,272.56	3,783.34	3,489.22	22,700.00
5020 Standby Compensation	840.00	912.50	(72.50)	1,380.00	1,825.00	(445.00)	10,950.00
5022 Training/Certification	0.00	250.00	(250.00)	0.00	500.00	(500.00)	3,000.00
5025 Water Treatment/Analysis	323.75	1,250.00	(926.25)	4,713.41	2,500.00	2,213.41	15,000.00
5026 Water Treatment/Supplies	1,097.65	833.33	264.32	1,254.23	1,666.66	(412.43)	10,000.00
5030 Maint. Contractors Scheduled	0.00	8,982.92	(8,982.92)	1,106.52	17,965.84	(16,859.32)	107,795.00
5031 SCADA System O&M	1,344.73	833.33	511.40	3,346.12	1,666.66	1,679.46	10,000.00
5033 Unscheduled/Emergency Repair	9,885.00	0.00	9,885.00	9,885.00	0.00	9,885.00	0.00
5034 Equipment Maintenance	0.00	1,666.67	(1,666.67)	5,137.46	3,333.34	1,804.12	20,000.00
5035 Vehicle Maintenance	4,158.44	500.00	3,658.44	4,439.18	1,000.00	3,439.18	6,000.00
5036 Fuel - All Equipment	750.19	1,000.00	(249.81)	2,255.79	2,000.00	255.79	12,000.00
5040 Equipment Rental	0.00	0.00	0.00	148.75	0.00	148.75	500.00
5045 Insurance-Workers Compensation	0.00	0.00	0.00	0.00	0.00	0.00	19,000.00
5046 Insurance-Liability	2,326.03	3,791.67	(1,465.64)	4,652.06	7,583.34	(2,931.28)	45,500.00
5048 Insurance-Property	398.28	448.25	(49.97)	796.56	896.50	(99.94)	5,379.00
5049 Insurance-Medical	7,969.11	7,527.50	441.61	15,938.22	15,055.00	883.22	90,330.00
6000 Engineering Services	155.00	3,750.00	(3,595.00)	4,500.00	7,500.00	(3,000.00)	45,000.00
6005 RBMB Watermaster Fees	1,520.33	1,583.33	(63.00)	3,040.66	3,166.66	(126.00)	19,000.00
6015 General Manager Compensation	25,298.50	16,077.67	9,220.83	40,534.50	32,155.34	8,379.16	192,932.00
6017 Administrative Travel	434.00	260.00	174.00	434.00	520.00	(86.00)	3,120.00
6020 Board of Directors Comp.	600.00	875.00	(275.00)	1,200.00	1,750.00	(550.00)	10,500.00
6021 Administrative/Board Expense	0.00	416.67	(416.67)	0.00	833.34	(833.34)	5,000.00
6024 Customer/Public Information	429.00	477.00	(48.00)	1,378.00	954.00	424.00	5,724.00
6025 CalPERS - KID	4,586.72	4,625.00	(38.28)	9,397.95	9,250.00	147.95	55,500.00
6030 Social Security - KID	4,268.15	3,541.67	726.48	8,275.92	7,083.34	1,192.58	42,500.00
6031 Medicare - KID	998.20	850.00	148.20	1,935.49	1,700.00	235.49	10,200.00
6035 Office/Computer Supplies	328.39	583.33	(254.94)	832.71	1,166.66	(333.95)	7,000.00
6036 Postage/Delivery	471.88	333.33	138.55	617.88	666.66	(48.78)	4,000.00
6040 Professional Dues	1,637.24	1,748.83	(111.59)	3,856.20	3,497.66	358.54	20,986.00
6045 Legal Services	310.00	500.00	(190.00)	310.00	1,000.00	(690.00)	6,000.00
6050 Phone/Internet/Wireless	805.85	708.33	97.52	1,485.15	1,416.66	68.49	8,500.00
6059 Computer/Software Maint.	382.33	1,000.00	(617.67)	764.66	2,000.00	(1,235.34)	12,000.00

Kinneloa Irrigation District
Income Statement Compared with Budget for the Two Months Ending February 28, 2025

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
6061 Office Equipment Maint.	0.00	208.33	(208.33)	0.00	416.66	(416.66)	2,500.00
6065 Accounting Services	0.00	0.00	0.00	70.00	0.00	70.00	7,700.00
6070 Office & Accounting Labor	13,070.16	14,375.00	(1,304.84)	26,721.32	28,750.00	(2,028.68)	172,500.00
6075 Professional Services	1,159.29	1,250.00	(90.71)	2,424.70	2,500.00	(75.30)	15,000.00
6076 Contract Services	2,100.00	3,944.75	(1,844.75)	4,200.00	7,889.50	(3,689.50)	47,337.00
6080 FMWD Administrative Fees	1,169.50	1,212.17	(42.67)	2,257.51	2,424.34	(166.83)	14,546.00
6081 Permits/Fees	558.45	1,250.00	(691.55)	1,116.90	2,500.00	(1,383.10)	15,000.00
6120 Bank Service Charges	2,166.71	2,500.00	(333.29)	3,997.41	5,000.00	(1,002.59)	30,000.00
Subtotal Operating Expenses	135,256.74	139,099.91	(3,843.17)	259,914.45	278,199.82	(18,285.37)	1,696,399.00
NET OPERATING INCOME	12,404.10	35,171.70	(22,767.60)	62,150.94	70,343.40	(8,192.46)	703,267.00
Other Expenditures							
1504 Water Mains/Valves	775.00	800.00	(25.00)	775.00	800.00	(25.00)	96,500.00
1505 Water Tunnels	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
1512 Water Meters	8,939.23	9,000.00	(60.77)	8,939.23	9,000.00	(60.77)	25,000.00
1513 Electrical/Electronic Equip.	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
1514 Computer/Office Equip.	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
1515 Vehicles/Portable Equip.	2,156.28	2,200.00	(43.72)	2,156.28	2,200.00	(43.72)	3,134.00
1516 Water Company Facilities	7,159.04	7,200.00	(40.96)	7,159.04	7,200.00	(40.96)	20,000.00
1522 Eucalyptus Booster Station	0.00	0.00	0.00	0.00	0.00	0.00	52,500.00
1527 SCADA Components	0.00	0.00	0.00	12,311.00	10,000.00	2,311.00	10,000.00
1530 Tools	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
Subtotal Other Expenditures	19,029.55	19,200.00	(170.45)	31,340.55	29,200.00	2,140.55	233,634.00
NET WATER REVENUES	(6,625.45)	15,971.70	(22,597.15)	30,810.39	41,143.40	(10,333.01)	469,633.00
Debt Service							
2400 Installment Purchase Agreement	0.00	0.00	0.00	0.00	0.00	0.00	165,753.00
6088 Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	34,449.00
Subtotal Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	200,202.00
TOTAL INCREASE/(DRAWDOWN)	(6,625.45)	15,971.70	(22,597.15)	30,810.39	41,143.40	(10,333.01)	269,431.00

Kinneloa Irrigation District

Balance Sheet as of February 28, 2025

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 307,088.54
1012	Reserve Fund-LAIF	1,022,809.88
1100	Accts. Receivable-Water Sales	46,501.27
1101	Accts. Receiv.-Service Charges	2,200.94
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	154,581.14
1350	Prepaid Insurance	17,875.52
1360	Prepaid Expenses	<u>32,576.19</u>
	Total Current Assets	1,602,862.00

Property and Equipment

	Total Property and Equipment	<u>5,257,582.80</u>
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Other Assets

1901	PERS-Deferred Outflows	197,834.00
	Total Assets	<u><u>\$ 7,058,278.80</u></u>

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 42,917.52
2005	Umpqua Visa Payable	1,825.00
2250	PERS Withholding-Employee	0.01
2272	Job Deposits	14,516.00
2275	Deposits-Water Customers	255.02
2290	Accrued Vacation	<u>12,075.40</u>
	Total Current Liabilities	71,588.95

Long-Term Liabilities

2400	Installment Purchase Agreement	988,132.07
2801	PERS- Net Liability	456,270.94
2901	PERS- Deferred Inflows	<u>42,327.00</u>
	Total Long-Term Liabilities	<u>1,486,730.01</u>

	Total Liabilities	1,558,318.96
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Capital

3040	Fund Balance	5,437,808.90
	Net Income	<u>62,150.94</u>
	Total Capital	<u>5,499,959.84</u>
	Total Liabilities & Capital	<u><u>\$ 7,058,278.80</u></u>

Kinneloa Irrigation District
Check/EFT Register
February 1, 2025 to February 28, 2025

Date	Check #	Payee	Amount	Description
02/15/25	EFT6543	Bernadette C. Allen	1,122.07	payroll
02/15/25	EFT6544	Arthur M. Aragon	1,155.92	payroll
02/15/25	EFT6545	Ramon Jr. Ascencio	2,492.71	payroll
02/15/25	EFT6546	Christopher A. Burt	3,171.59	payroll
02/15/25	EFT6547	Felipe Gallegos	2,332.57	payroll
02/15/25	EFT6548	Thomas L. Majich	11,683.33	payroll
02/15/25	EFT6549	Jeffrey L. Peterson	2,346.04	payroll
02/15/25	EFT6550	Melanie E. Timoteo	1,542.11	payroll
02/15/25	EFT6551	Christopher A. Burt	300.00	payroll
02/15/25	EFT6552	Felipe Gallegos	50.00	payroll
02/15/25	EFT6553	Automatic Data Processing, Inc.	11,229.24	payroll taxes and withholdings
02/18/25	11232	Bluegrass Integrated Comm.	350.00	postage prepayment
02/18/25	11237*	ACWA-JPIA	8,731.19	KID & employee health benefits contributions
02/18/25	11238	Bluegrass Integrated Comm.	467.03	bill printing & delivery service
02/18/25	11239	BMC Landscape Management	2,100.00	landscape maintenance
02/18/25	11240	Christopher A. Burt	137.96	reimbursement for Flo-loc battery charger kit
02/18/25	11241	Civiltec Engineering, Inc.	1,845.00	Holly Booster Station Project
02/18/25	11242	Griswold Industries	775.00	Cla-Val maintenance - NY Interconnect
02/18/25	11243	Clinical Lab of San Bernardino	300.00	water analysis
02/18/25	11244	Cricket Scada LLC	2,001.39	SCADA O&M - Wilcox Res. fire damage, fuses, RTU
02/18/25	11245	Cricket Scada LLC	1,344.73	SCADA O&M - Glen Res - transducer; PCIC power
02/18/25	11246	California Rural Water Association	852.00	Annual CRWA membership
02/18/25	11247	Underground Service Alert	141.35	Digalert
02/18/25	11248	Foothill Municipal Water District	1,169.50	administrative fee (O & M charge)
02/18/25	11249	Geotab USA, Inc.	79.00	vehicle maintenance
02/18/25	11250	Hasa Inc.	302.49	water treatment supplies
02/18/25	11251	Kinneloa Estates Prop. Owners Assoc.	6,000.00	mobile mini storage container
02/18/25	11252	Thomas Majich	534.25	reimb. for mileage/food - fire response team
02/18/25	11253	National Construction Rentals	196.03	portable restroom
02/18/25	11254	OnSolve, LLC	180.00	One Call Now - call credits
02/18/25	11255	Public Water Agencies Group	395.63	PWAG monthly assessment
02/18/25	11256	Ultimate Cleaning Solutions, Inc.	90.00	janitorial service
02/18/25	11257	USA Blue Book	156.58	water analysis testing supplies
02/24/25	11258	Christopher A. Burt	2,981.58	reimbursement for truck radiator repair
02/28/25	EFT6554	Bernadette C. Allen	1,482.65	payroll
02/28/25	EFT6555	Arthur M. Aragon	1,206.60	payroll
02/28/25	EFT6556	Ramon Jr. Ascencio	2,617.33	payroll
02/28/25	EFT6557	Stephen Brown	138.52	payroll
02/28/25	EFT6558	Christopher A. Burt	4,213.04	payroll
02/28/25	EFT6559	Timothy J. Eldridge	138.52	payroll
02/28/25	EFT6560	John R. Feliton	138.52	payroll
02/28/25	EFT6561	Felipe Gallegos	2,354.50	payroll
02/28/25	EFT6562	Thomas L. Majich	4,546.60	payroll
02/28/25	EFT6563	Arthur W. Opel	138.52	payroll
02/28/25	EFT6564	Jeffrey L. Peterson	2,035.10	payroll
02/28/25	EFT6565	Melanie E. Timoteo	1,563.02	payroll
02/28/25	EFT6566	Christopher A. Burt	300.00	payroll
02/28/25	EFT6567	Felipe Gallegos	50.00	payroll
02/28/25	EFT6568	Automatic Data Processing, Inc.	8,392.34	payroll taxes and withholdings
02/28/25	11259	Jem Hsu	167.84	refund on closed account

Kinneloa Irrigation District
Check/EFT Register
February 1, 2025 to February 28, 2025

Date	Check #	Payee	Amount	Description
02/28/25	11260	Ayodele Davis	358.80	refund on closed account
02/28/25	11261	Harry Bobbitt	241.50	refund on closed account
02/28/25	11262	Robert Myers	62.10	refund on closed account
02/28/25	11263	E Allen	82.12	refund on closed account
02/28/25	11264	John Baldwin	6.90	refund on closed account
02/28/25	11265	Lilian Lim	89.70	refund on closed account
02/28/25	11266	Catherine Maillard	6.90	refund on closed account
02/28/25	11/5/30	William Woo	117.30	refund on closed account
02/28/25	EFT6569	Automatic Data Processing, Inc.	242.48	payroll processing fee
02/28/25	EFT6570	Applied Technology Group, Inc.	120.00	PWAG radios
02/28/25	EFT6571	Arco Business Solutions	750.19	vehicle fuel
02/28/25	EFT6572	AT&T Mobility	62.50	FirstNet wireless service
02/28/25	EFT6573	CA Public Employees Ret. Sys.	9,184.50	KID & employee retirement contributions
02/28/25	EFT6574	CalPERS 457 Plan	3,258.60	employee contributions
02/28/25	EFT6575	Nexbillpay	2,113.64	credit card processing fees
02/28/25	EFT6576	Nexbillpay	342.95	eCheck processing fees
02/28/25	EFT6577	Pasadena Municipal Services	2,337.82	electricity - Wilcox Well
02/28/25	EFT6578	Spectrum	239.95	internet & telephone services
02/28/25	EFT6579	Streamline	249.00	website service
02/28/25	EFT6580	Verizon Wireless	60.51	wireless service
02/28/25	EFT6581	Umpqua Bank	6,359.62	staff credit card purchases
02/28/25	EFT6582	Umpqua Bank	9,659.57	staff credit card prepayment
Total			<u>133,986.04</u>	

*Gaps in check sequence:

Checks #11233 - #11236 misprinted, numbers not assigned

Kinneloa Irrigation District
Umpqua Bank Visa - Cash Disbursements Journal
For the Period from Feb. 1, 2025 to Feb. 28, 2025

Date	Check #	Name	Line Description	Amount	Account ID	Account Description
2/1/25	20250201FG-1	Home Depot	100' extension cord	110.23	5010	Maintenance Supplies
2/1/25	20250201MA-1	Google LLC	Google Voice Standard - license usage	76.94	6050	Phone/Internet/Wireless
2/1/25	20250201MA-2	Google LLC	Google Workspace	144.00	6059	Computer/Software Maint.
2/1/25	20250201RA-1	Ganahl Lumber Company	wire brush set	19.83	5010	Maintenance Supplies
2/1/25	20250201RA-2	Ganahl Lumber Company	enamel paint	22.03	5010	Maintenance Supplies
2/3/25	20250203RA-1	Harbor Freight	tarps (3) for diesel drums	41.85	5010	Maintenance Supplies
2/3/25	20250203TM-1	Canyoneering USA	rigging rope and hardware	848.50	5012	Safety Equipment
2/4/25	20250204RA-1	Ganahl Lumber Company	4 x 8, cut to 40"	29.23	5010	Maintenance Supplies
2/4/25	20250204RA-2	Ganahl Lumber Company	4 x 8 face mount hanger, shims	17.62	5010	Maintenance Supplies
2/5/25	20250205RA-1	Ganahl Lumber Company	wood chisel, bio-cleaner, 32 oz small basic kit - Holly Booster repair	101.40	5010	Maintenance Supplies
2/6/25	20250206FG-1	Grainger	spill containment pallet	482.21	5010	Maintenance Supplies
2/6/25	20250206FG-1	Grainger	control relay, replacement coil, marking paint, wire stripper	727.77	5010	Maintenance Supplies
2/6/25	20250206FG-2	Newmark Corporation	stainless steel grate	682.06	5010	Maintenance Supplies
2/6/25	20250206MA-1	United States Postal Service	certified mail and postage	4.85	6036	Postage/Delivery
2/7/25	20250207JP-1	Harbor Freight	generator storage cover	16.53	5010	Maintenance Supplies
2/8/25	20250208BA-1	Ware Disposal	trash pickup services	489.43	6075	Professional Services
2/9/25	20250209JP-1	Amazon.com Inc	tool storage bag	18.59	5010	Maintenance Supplies
2/10/25	20250210FG-1	Amazon.com Inc	battery charger	152.20	5010	Maintenance Supplies
2/10/25	20250210RA-1	Landscape Warehouse Inc.	straw wattel for office slope/replacement cut off	461.59	5010	Maintenance Supplies
2/10/25	20250210RA-2	Landscape Warehouse Inc.	straw wattel for office slope/replacement cut off	461.59	5010	Maintenance Supplies
2/10/25	20250210RA-3	Ganahl Lumber Company	Dewalt cutting wheels (4), masonry grinding wheel, redwood stakes	52.05	5010	Maintenance Supplies
2/10/25	20250210TM-1	Home Depot	salt crystals	1,097.65	5026	Water Treatment/Supplies
2/11/25	20250211CB-1	Harbor Freight	rain gear, rope, extension cord, step stool	78.07	5010	Maintenance Supplies
2/11/25	20250211FG-1	MK Battery	battery	242.97	5010	Maintenance Supplies
2/11/25	20250211MA-1	Ralphs	trash bags, cleaning supplies	39.67	6035	Office/Computer Supplies
2/11/25	20250211MA-2	Staples, Inc.	binders, binder clips	51.45	6035	Office/Computer Supplies
2/11/25	20250211RA-1	Home Depot	paper towels, 17 gal totes (2), umbrella	72.11	5010	Maintenance Supplies
2/12/25	20250212CB-1	RS Americas Inc.	electromechanical relay, relay socket, power relay	200.83	5010	Maintenance Supplies
2/12/25	20250212FG-1	Amazon.com Inc	car fuses	156.10	5035	Vehicle Maintenance

Kinneloa Irrigation District
 Umpqua Bank Visa - Cash Disbursements Journal
 For the Period from Feb. 1, 2025 to Feb. 28, 2025

Date	Check #	Name	Line Description	Amount	Account ID	Account Description
2/12/25	20250212RA-1	Ganahl Lumber Company	4 x 8 face mount hanger - Holly Booster vault repair	15.42	5010	Maintenance Supplies
2/14/25	20250214CB-1	A & E Automotive	oil change and service 2008-1 #2 Truck	451.50	5035	Vehicle Maintenance
2/17/25	20250217MA-1	Amazon.com Inc	sharpies, pens	137.02	6035	Office/Computer Supplies
2/20/25	20250220MA-1	Envision Ford of Duarte	truck rear and front seat covers	951.84	1515	Vehicles/Portable Equip.
2/20/25	20250220TM-1	Realtruck Backrack	truck rack, installation kit, light bar brackets	485.07	1515	Vehicles/Portable Equip.
2/20/25	20250220TM-2	Putco	rooftop strobe light bar	199.27	1515	Vehicles/Portable Equip.
2/21/25	20250221MA-1	Envision Ford of Duarte	truck rear and front seat covers	520.10	1515	Vehicles/Portable Equip.
2/25/25	20250225FG-1	Home Depot	surge protector, tool bag	49.56	5010	Maintenance Supplies
2/25/25	20250225MA-1	MK Battery	12 volt batteries (4)	668.09	5010	Maintenance Supplies
2/25/25	20250225RA-1	Ganahl Lumber Company	drill bits - Holly Booster vault repair	28.42	5010	Maintenance Supplies
2/26/25	20250226TM-1	Calif. Utility Emergency Assoc.	membership dues 7/1/24 - 6/30/25	500.00	1360	Prepaid Expenses
2/27/25	20250227MA-1	Subeca, Inc.	Badger adapter kits (50)	578.93	1512	Water Meters
Total				<u>11,484.57</u>		

System Water Loss Audit - February 2025

Subeca Read Date	1/29/25	2/28/25				
Subeca Read Time	1:09	8:53			Variance	
	Level	Level	Variance	Gal/Foot	Gallons	
Eucalyptus Reservoir	20.96	18.19	(2.77)	8,410.00	(23,295.70)	
Sage Tank	21.54	20.91	(0.63)	10,000.00	(6,300.00)	
West Tank	20.96	21.33	0.37	22,124.00	8,185.88	
Wilcox Reservoir	19.35	16.33	(3.02)	65,739.00	(198,531.78)	
Holly East	21.37	18.18	(3.19)	6,388.00	(20,377.72)	
Holly West	17.59	14.63	(2.96)	7,610.00	(22,525.60)	
Glen Reservoir	14.60	12.84	(1.76)	7,812.00	(13,749.12)	
Brown Reservoir	14.55	14.89	0.34	7,812.00	2,656.08	
Vosburg Reservoir	13.26	13.19	(0.07)	22,800.00	(1,596.00)	
East Tank	16.52	20.22	3.70	6,976.00	25,811.20	
				TANK VOLUME CHANGE	(249,723)	gallons
				TOTAL GROUNDWATER PRODUCED	16,337,068	gallons
				PWP IMPORT	-	gallons
				PWP EXPORT	(3,656,224)	gallons
				NET KID SYSTEM DEMAND	12,930,567	gallons
					17,287	CCF
				Metered Sales	15,840	CCF
				Loss	1,447	CCF
				Loss	1,082,247	gallons
				Loss %	8.4%	
				Previous Month Loss%	19.7%	
				YTD System Demand	38,864	
				YTD Metered Sales	33,174	
				YTD Loss %	14.64%	

**WATER SAMPLE RESULTS SUMMARY
FEBRUARY 2025**

SAMPLE DATE	LAB	SOURCE OR DISTRIBUTION	TEST ANALYSIS	DESCRIPTION	# SAMPLES	# TESTS	RESULTS	COMMENTS
2/4/25	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
2/4/25	Clinical	Distribution	General Physical	Color, Odor, Turbidity	6	18	< MCL	Color, odor, turbidity are regulated by a secondary standard to maintain aesthetic qualities such as taste, smell, & appearance.
2/4/25	Clinical	Distribution	Field	Chlorine Residual	6	6	1.22 - 1.88 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
2/4/25	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	1st week sources tested are groundwater wells - Kinneloa #3 Well & Wilcox Well.
2/19/25	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
2/19/25	Clinical	Distribution	Field	Chlorine Residual	6	6	1.22 - 1.94 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.

Total Samples 32 58

NOTES:

*All source groundwater tunnels were diverted to spreading on 12/01/2023. Delores Tunnel was turned into the system on 5/1/24 and was diverted to spreading on 1/7/25 due to Eaton Fire damage.

As of 1/7/2025, all source groundwater tunnels are diverted to spreading and the District is not currently analyzing tunnels during the 3rd week of the month for bacteriological quality.

< MCL = less than Maximum Contaminant Level, ND = not detected, mg/L = milligrams per liter, ug/L = micrograms per liter, A = Absence

General Manager's Report for the Board of Directors Meeting on March 25, 2025

I. Customer Account Information

- A. Customer Accounts – as of 3/24/2025
 Active accounts: 547 (down from 592 pre-Eaton Fire)
 Delinquent accounts receiving late charges: 18
 Accounts shut off for non-payment: 0

II. Customer Care Report

Customer Leaks	System Leaks	Water Waste	Water Quality	Customer Service*	Comments
12	1	0	0	22	Old Grove Rd. Main shut down due to road hazard

* Customer service includes requests for water shutoff to facilitate customer plumbing repairs, inquiries about water bills, requests for leak checks and general questions.

III. General Manager's Projects and Activities

A. Meetings/Outreach/Key Contacts

1. FMWD Manager Meeting Semi-Weekly
2. CalOES Drinking Water Working Group meeting weekly
3. Presented at Supervisor Barger Altadena Community Meeting on 2/24/25
4. Weekly FEMA Coordinator Meeting – project list due by May 25, 2025
5. Weekly Watershed Response Meeting
6. Ongoing Pasadena Glen Creek hazard mitigation

B. Grant Funding Opportunities

1. Cal OES State and Local Cybersecurity Grant Program (SLCGP) – proposals due 9/27/24. Up to \$250k per agency. Proposal Submitted, pending response. **Received notice December 24, 2024 that we were not selected for this grant.**
2. Hazard Mitigation Grants: KID staff are monitoring EPA BRIC (Building Resilient Infrastructure and Communities) grant opportunities to apply once the PWAG Multi-Agency Hazard Mitigation Plan is complete and approved. **Multi-Jurisdictional Hazard Mitigation Plan revisions underway, potential Board action requested in May 2025.**

C. Office Staff Updates

1. **KEPOA Storage Shed secured, relocation of files/equipment underway**
2. **2025 Ford Maverick in service, light bar to be installed, date TBD**
3. **Cybersecurity Upgrades for various office systems**

D. System Project Updates

- 1. Continuing meter maintenance/replacement.**
- 2. Downsizing meters at customer request/cost as requests come in.**
- 3. Eucalyptus Booster 1 in shop for overhaul, installation likely by end of April.**
- 4. East Tank, Holly East Tank and Holly West Tank all scheduled for interior rehab this year, work is being scheduled with Utility Services Group.**
- 5. Temporary Above Ground Main on Old Grove Rd being installed week of March 24, 2025.**

E. Capital Project Updates

- 1. Holly Transfer Valve project expected to commence and complete in late April 2025**
- 2. New York Drive Interconnection Project expected to commence in May 2025 and be completed in June 2025.**
- 3. Brown-Glen Pipeline Project engineering study underway for alternate valve configuration.**
- 4. K3 Well Pump Rehab Project intended to start December 2025, in planning stages now.**

F. Regulatory Compliance and Reporting

- 1. Sanitary Survey Report from DDW received by KID on March 20, 2025. Review for action items underway.**
- Fluoride Variance – KID fluoride variance expires on 12/13/23. Compliance Plan submitted to DDW on 7/10/23. Revised permit application and blending plan submitted to DDW on 12/5/24.
- Monthly Water Quality Reporting – Monthly reporting due by the 10th of each month.
- Water Quality Emergency Notification Plan – annual requirement, filed timely in March 2025
- 5. Electronic Annual Report for 2024 (eAR) – due 4/1/25**
- Drought and Conservation Report – required per Order No. DDW_HQ_Drought2023-001 issued on 1/1/23. New requirement for monthly data due quarterly. 2024Q4 report was filed timely.
- PFOA, PFOS and PFAS Chemicals: Impacts of regulations are being monitored through trade groups that KID is affiliated with and Raymond Basin monitoring.
- SB 552 – status of compliance, must meet Fire Flow requirements by January 2032. Costs to be considered in Master Planning.
- SB 1020 – Clean Energy, Jobs, and Affordability Act of 2022 – requires 100% of all state agency electricity consumption to be from renewable and carbon neutral sources by 2035.

* Acronyms:

ACWA – Association of California Water Agencies
ACWA JPIA – Association of California Water Agencies Joint Powers Insurance Authority
CSDA – California Special Districts Association
CUEA – California Utilities Emergency Association
DDW – Dept. of Drinking Water
DWR – Dept. of Water Resources
FMWD – Foothill Municipal Water District
KID – Kinneloa Irrigation District
LAFCO – Local Agency Formation Commission of Los Angeles County
PWAG – Public Water Agencies Group
RBMB – Raymond Basin Management Board
SWRCB – State Water Resources Control Board
LCRR – Lead and Copper Rule Revisions

IV. Water Supply Summary as of 2/28/25 for the Watermaster Year 2024-2025

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
1955 Decreed Rights	516	Holly High-Low	0.0
Less Pasadena Subarea 30% Reduction in Water Rights	-154.8	Eucalyptus	0.0
Net Effective Decreed Rights	361.2		
Prior Year Carryover	51.6	Far Mesa	0.0
Leases/Exchanges	0	House	0.0
Prior Year Spreading	372.2	Delores	78.2
Short Term Storage	248.4		
Total Allowable Extractions	1,033.4		
Less Water Extracted YTD This Watermaster Year	-417.2	Year to Date Tunnel Production	78.2
Remaining Allowable Groundwater Extractions through June 2024	616.2	Remaining Estimated Tunnel Production through June 2025	0.0
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2024)		616.2 Acre Feet	
Less Remaining Forecasted Retail Water Sales through June 2025		-180.0 Acre Feet	
Estimated Surplus Water through June 2025**		436.2 Acre Feet	

YTD Water Production (KID+PWP) for Current Water Year = 495.4 Acre Feet

YTD Water Deliveries (KID+PWP) for Current Water Year = 457.7 Acre Feet (7.6% loss)

Total Retail Water Sales for Watermaster Year 2023-2024 = 474.8 Acre-Feet

Total Retail Water Sales for Watermaster Year 2022-2023 = 493.2 Acre-Feet

** This is the forecasted surplus water available for sale in the current year and/or carryover to the next Watermaster year which starts on July 1 subject to the carryover limits established by the Raymond Basin Management Board. Regarding the available surplus water, we will maximize the carryover to the next year and deliver the balance of the forecasted surplus water (if any) to the City of Pasadena. *Current Agreement with City of Pasadena for sale of excess groundwater expires June 30, 2025.*

3/24/25

Version 2.1

Draft
KINNELOA IRRIGATION DISTRICT
STRATEGIC GOALS & OBJECTIVES FOR 2025

The following are consistent with the District's fundamental mission to provide potable water to our customers:

Per customer feedback during KID's annual rate hearing in 2024, conduct an assessment of viable options for long-term delivery of potable water to the KID service area.

>Priority: High

>Completion date target: End of 4Q 2025

In consideration of the financial impacts of the Eaton Fire to the District's CY2025 adopted budget and to its 2024 Water Master Plan/10-year Capital Improvement Plan, revise both so that needed work over the next two years can be re-assessed and confirmed.

>Priority: High

>Completion target date: End of 2Q 2025

Initiate and execute KID's 10-year Capital Improvement Plan, consistent with the District's operational needs and its revised 2025 operating budget.

>Priority: High

>Ongoing through 2025 (status updates quarterly to Board)

Develop a robust plan to identify and secure grant funding opportunities aligned with the District's operational needs, including the retention of external vendors if appropriate.

>Priority: High

>Ongoing through 2025 (status updates quarterly to Board)

Building upon lessons learned from the 2025 Eaton Fire, and in conjunction with the Public Water Agency Group, Foothill MWD and its member agencies, and Los Angeles County, evolve the District's formal Disaster Preparedness and Emergency Response Plan.

>Priority: Medium

>Ongoing

Continue staff development and succession planning activities, including appropriate cost/benefit analyses regarding retention of consultants.

>Priority: Medium

>Ongoing