

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY – DECEMBER 17, 2013
7:30 P.M.

AGENDA

- 1. CALL TO ORDER**
 - 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.

- 3. DISCUSSION OF EAST-WEST PIPELINE SEGMENTS**

- 4. REVIEW GENERAL MANAGER’S REPORT**

- 5. REVIEW MINUTES** – November 19, 2013

- 6. REVIEW FINANCIAL REPORTS** – November 30, 2013

- 7. ELECTION OF OFFICERS FOR YEAR 2014**

- 8. ITEMS FOR NEXT AGENDA**

- 9. CALENDAR** – January 21, 2014
February 18, 2014
March 18, 2014

- 10. ADJOURNMENT**

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 <http://www.kinneloairrigationdistrict.info>.



Memo

Date: December 17, 2013
To: Board of Directors
From: Mel Matthews
Subject: Recommended Alternate Routes for East-West Pipeline Segment 3
Recommended Action: Informational Item for Discussion

The Addendum to the Preliminary Design Report (PDR) for the East West Tank Connector Water Main was prepared by SA Associates to evaluate three (3) alternate alignments to the original Segment 3 of the overall alignment, including construction costs, maintenance and operations, and easement/property issues. This report was presented as an informational item to the Board at the October meeting.

As compared to the originally proposed alignment (Alternate 1) in the PDR, all three of the additional routes (Alternates 2, 3 and 4) pass through the Holly Tanks site. These routes provide an opportunity to make long-planned improvements to this site to eliminate “temporary” above ground pipelines and make other repairs, stabilize the adjacent hillside and provide proper drainage of the site.

Chris and I have evaluated all the alternatives shown on the attached figure. If the original Alternate 1 is not feasible due to easement and/or engineering problems and/or higher construction cost, Alternate 2 is the preferred route for Segment 3 of the project. Here are the primary reasons and advantages for selecting Alternate 2:

- There are existing easements and/or existing pipelines for most of the segment.
- A substantial portion of the route is in existing roadways.
- The slope from the access road up to the Holly Tanks is not as steep as Alternate 4 and will allow a shallow below-grade installation.
- This route does not interfere with existing pipeline from Holly Tanks to Kinneloa Canyon Road.

- This route is in a natural canyon and follows the existing High/Low Pressure Tunnel Line from the access road to Holly Tanks. 2
- This route also provides the opportunity to replace (or allow for future replacement) of the existing Holly Tanks Main and the High/Low Pressure Tunnel Line.

The initial choice of Alternate 1 or Alternate 2 does not preclude re-consideration of all the alternatives as the design process proceeds.

The revised preliminary cost estimates for Alternates 1 and 2 are shown below:

Table A1
Preliminary Cost Estimate - Alternate 1 for Segment 3

Item	Description	Qty	Unit	Unit Price	Total Price
1	Mobilization Demobilization (not to exceed 5%)	1	LS	\$21,000	\$21,000
2	Traffic Control	1	LS	\$5,000	\$5,000
3	Trenching and Excavation Safety Measures	1	LS	\$3,000	\$3,000
4	Furnish and install 12" DIP Main	1224	LF	\$180	\$220,320
5	Furnish and install 12" gate valve	2	EA	\$6,000	\$12,000
6	Furnish and install 2" air release assembly	2	EA	\$4,000	\$8,000
7	Connection at Villa Heights Road including valves & appurtenances	1	EA	\$8,000	\$8,000
8	Install new portion of 4" steel high pressure tunnel line in new location & connect to exist	225	LF	\$80	\$18,000
9	Abandon exist portion of existing 4" steel high pressure tunnel line	1	LS	\$2,000	\$2,000
10	Easements/Property Acquisition	1	LS	\$159,000	\$159,000
Subtotal				\$456,320	
10% Contingency				\$45,632	
Total Probable Construction Cost				\$501,952	

Table A2
Preliminary Cost Estimate - Alternate 2 for Segment 3

Item	Description	Qty	Unit	Unit Price	Total Price
1	Mobilization Demobilization (not to exceed 5%)	1	LS	\$17,000	\$17,000
2	Traffic Control	1	LS	\$2,000	\$2,000
3	Trenching and Excavation Safety Measures	1	LS	\$3,000	\$3,000
4	Furnish and install 12" DIP Main w/ anchors	830	LF	\$215	\$178,450
5	Furnish and install 12" gate valve	2	EA	\$6,000	\$12,000
6	Furnish and install 2" air release assembly	2	EA	\$4,000	\$8,000
7	Connection at Villa Heights Road including valves & appurtenances	1	EA	\$8,000	\$8,000
8	Install new portion of 4" steel high pressure tunnel line in new location & connect to exist	475	LF	\$100	\$47,500
9	Abandon exist portion of existing 4" steel high pressure tunnel line	1	LS	\$3,000	\$3,000
10	Site Work at Holly Tanks Site Including Relocation of Interfering Improvements	1	LS	\$16,000	\$16,000
11	Easements/Property Acquisition	1	LS	\$128,000	\$128,000
Subtotal				\$422,950	
10% Contingency				\$42,295	
Total Probable Construction Cost				\$465,245	

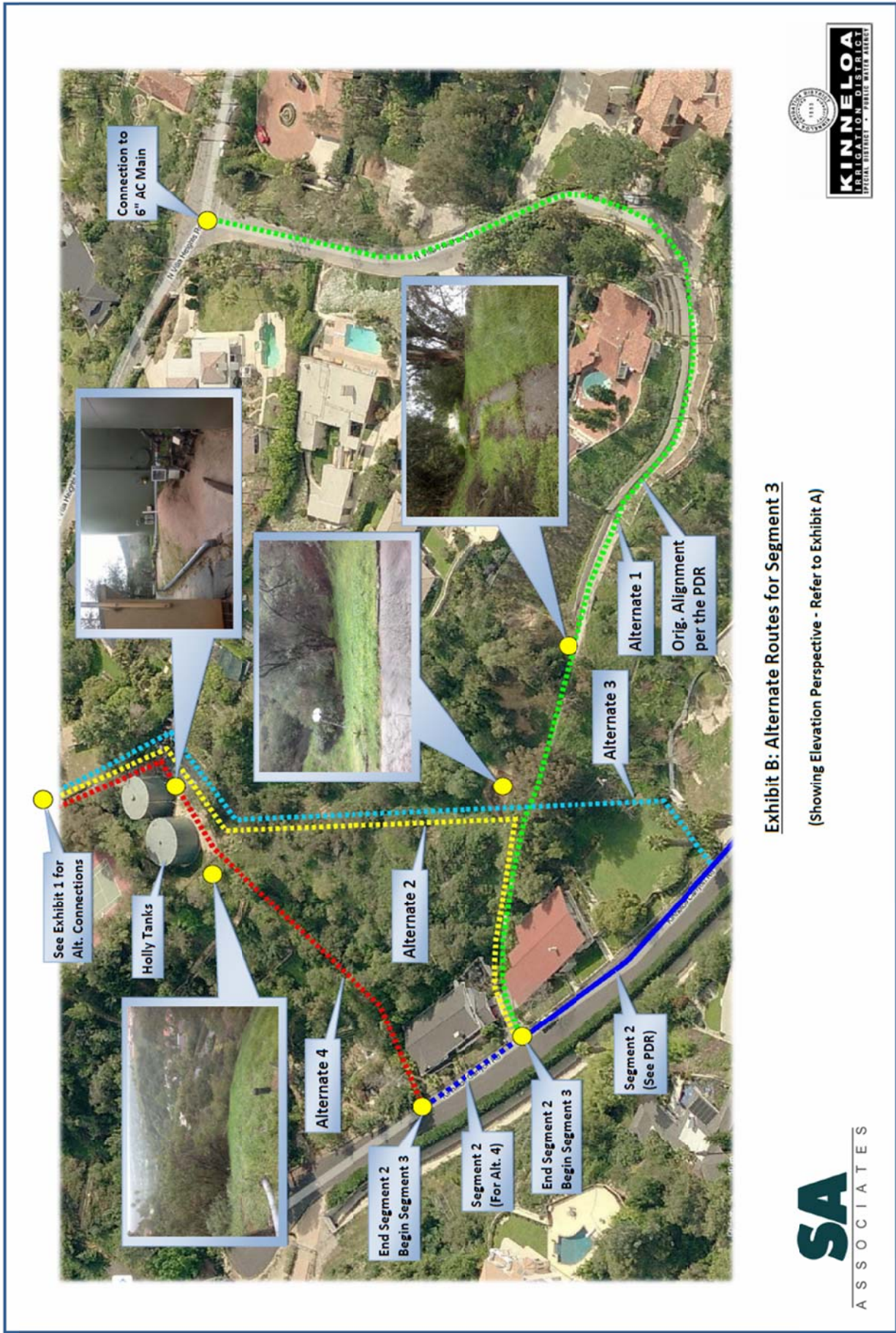


Exhibit B: Alternate Routes for Segment 3

(Showing Elevation Perspective - Refer to Exhibit A)



General Manager's Report for the Board of Directors Meeting on December 17, 2013

I. Capital Improvement, Preventative Maintenance and Repair Projects

- A. **Leak Repair** – Repaired leak in 4 inch steel main on Clarmeya Lane.
- B. **SCADA** – Installed replacement remote system status screen and backup battery at Sage.
- C. **Hydrant and Valve Maintenance** – Signed contract with Utility Services Company.

II. Customer Information and Internet Site Statistics

A. Delinquent Accounts –

- 30 accounts received past-due notice
- 29 accounts received late charges in the total amount of \$490.35
- 5 accounts received door hanger shut off notice
- 0 accounts were shut off for non-payment
- 1 account remains shut off for non-payment

B. Aged Receivables –

Month	Current	30 days	60 days	90 days or greater	Total
January 2013	\$21,960.44	\$4,042.13	\$493.31	\$741.26	\$27,237.14
February 2013	\$23,985.69	\$1,674.89	\$1,015.81	\$703.92	\$27,380.31
March 2013	\$41,288.57	\$2,646.48	\$297.22	\$1,070.53	\$45,302.80
April 2013	\$44,290.63	\$22,023.09	\$224.44	\$188.22	\$66,726.38
May 2013	\$31,963.50	\$1,712.42	\$281.28	\$121.28	\$34,078.48
June 2013	\$34,725.68	\$3,043.78	\$476.62	\$352.16	\$38,598.24
July 2013	\$50,207.87	\$1,460.99	\$436.02	\$444.19	\$52,549.07
August 2013	\$67,405.71	\$2,883.43	\$201.61	\$142.14	\$70,632.89
September 2013	\$52,903.26	\$3,407.99	\$574.19	\$48.65	\$56,934.09
October 2013	\$50,362.67	\$2,434.43	\$573.53	\$47.52	\$53,418.15
November 2013	\$81,215.17	\$4,636.15	\$619.18	\$16.21	\$86,486.71
December 2013					

- C. **Internet Statistics** – I am now using a different and more meaningful analytical tool provided by Google to measure our Internet site activity. The columns now record the number of visitors and page views rather than total links and file downloads. The prior data was converted to the new format for comparison purposes.

Month	Visitors	Page Views	Online Payments	Online Amount
January 2013	138	286	19	\$2,176.32
February 2013	151	315	13	\$1,695.87
March 2013	268	465	19	\$2,250.81
April 2013	246	406	18	\$3,516.01
May 2013	195	351	25	\$4,217.47
June 2013	119	227	19	\$3,986.79
July 2013	124	279	27	\$5,839.65
August 2013	102	256	28	\$7,043.38
September 2013	82	206	19	\$4,928.85
October 2013	112	358	31	\$6,561.00
November 2013	88	281	26	\$6,582.44
December 2013				
Total YTD	1625	3430	244	\$48,798.59

III. General Manager's Projects and Activities

- A. **Rules and Regulations** – The revised *Rules and Regulations* including the *Reserve Policy* has been published on the District's Internet site.
- B. **Internet Site** – The District's Internet site has been updated with the rebate programs for 2014 offered through the Metropolitan Water District and Foothill Municipal Water District.

IV. Agency and Association Update

- A. **Association of California Water Agencies (ACWA)** – I attended the ACWA fall conference in Los Angeles. In addition to the Finance Committee and Region 8 meetings, I attended the following sessions:

1. Water Industry Trends Program – Ocean water desalination
2. Water Industry Trends Program – Hydraulic fracturing for well stimulation
3. California Water Action Plan (10 key actions necessary over the next five years to improve water supply reliability)
4. Right-Sizing Your Reserves Policy for you Agency and Ratepayers
5. Chromium 6 – What it is, where it is, and what you need to know about it
6. Water Industry Trends Program – Are we destined for another drought in 2014?
7. Water Industry Trends Program – Fuels management programs in watershed areas
8. Water Bond and Other Legislative Water Issues

- B. **Raymond Basin Management Board (RBMB)** – The annual report has been completed and is available for your information. A workshop on the Raymond Basin court judgment is being planned. The issue of possible new private wells in the basin is also going to be addressed.

- C. **California Special Districts Association (CSDA)** – I have been re-appointed to the Fiscal and Audit Committees for 2014.

- D. **State Water Resources Control Board** – The State Water Resources Control Board is continuing the effort to impose a drinking water discharge permit for all community water systems in spite of the opposition expressed at the workshop on November 18, 2013.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
NOVEMBER 19, 2013**

MEMBERS PRESENT: Chair-Director Kilburn
Directors-Frank Griffith, Steven Sorell
Directors Eldridge and Barkhurst were absent.

STAFF PRESENT: Melvin Matthews, General Manager
Chris Burt, Facilities Supervisor
Shirley Burt, Administrative Assistant

CALL TO ORDER: The Meeting was called to order by the President, Gerrie Kilburn, at 1930 hours. She noted that there was a quorum present.

PUBLIC COMMENT: No persons wished to comment at this time.

DISCUSSION AND APPROVAL - RESOLUTION 2013-11-19A-Revised Reserve Policy:
The Policy was reviewed and accepted as presented.
It was M/S/C-(Sorell/Griffith-3/0)-**“That the Revised Policy is approved as presented”**.

DISCUSSION AND APPROVAL - RESOLUTION 2013-11-19B-Revised Rules & Regulations
The Revised Rules & Regulations were reviewed and accepted as presented.
It was M/S/C-(Griffith/Sorell-3/0)-
“That the Revisions to the Rules & Regulations be adopted as presented.”

**DISCUSSION AND APPROVAL - RESOLUTION 2013-11-19C-Brown Well Landscape
License Agreement**

The License Agreement was reviewed and accepted with three minor corrections.
Director Griffith questioned as to whether the owners understood that they did not own the property and the **General Manager** assured him that they fully understood this agreement.
It was M/S/C-(Griffith/Sorell-3/0)-
“That the Brown Well License Agreement be presented to Mr. & Mrs. Jiang for their signatures.”

DISCUSSION AND APPROVAL - PROJECT LIST FOR YEAR 2014:

The project list for 2014 was reviewed in detail by the **General Manager**.
It was M/S/C-(Griffith/Sorell-3/0)-
“That the project list for 2014 be approved with the understanding that any of the projects can be deleted if proper financing is not available.”

DISCUSS PROJECT FINANCING OPPORTUNITIES:

The **General Manager** presented a proposal from the California Special Districts Association for borrowing One Million dollars for 20 years at 4½ % interest rate. He explained that this proposal was for information and discussion only but he thought it would give the Board confidence to know that obtaining financing for the larger projects would be available. He noted, however, that in the future interest rates could change. He noted also that the District might be eligible for available loans.

Director Kilburn questioned whether any particular segment of the East West Pipeline had been selected and the **General Manager** replied that he would discuss that at the next Board Meeting.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
NOVEMBER 19, 2013**

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DISCUSS PROJECT FINANCING OPPORTUNITIES: (CONTINUED)

Director Griffith questioned whether advice from legal counsel had been sought as to whether there would be any issues with Prop 218 and the **General Manager** said that he had not at this time, but would at the time the Board decides to take this action.

Director Griffith stated that he thought asking the question now might provide some important information that the Board should know.

GENERAL MANAGER'S REPORT:

The report was reviewed by the **General Manager** and accepted by the Board.

REVIEW OF MINUTES:

The minutes of October 12, 2013, were reviewed and approved for filing as presented with the following correction-

page 1, line 11, change "\$1,223" to "1,223,000"

REVIEW OF FINANCIAL REPORTS:

The reports for October 31, 2013, were reviewed by the **General Manager** and accepted for filing as presented. The **General Manager** reported that the Edison rates have increased.

ITEMS FOR NEXT AGENDA:

Discussion East-West Pipeline Segments
Election of Officers

ADJOURNMENT:

The meeting was adjourned at 2030 hours. The next meeting will be on December 17, 2013.

Respectfully submitted,

Shirley Burt
Secretary to the Board



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 WEBSITE: kinneloairrigationdistrict.info

Memo

Date: December 17, 2013
 To: Board of Directors
 From: Mel Matthews
 Subject: Financial Review for November 2013

Total Revenues for the month were \$130,951.09 as compared to the budgeted amount of \$101,166.66. Retail water sales were \$128,048.84 which is more than the budgeted amount of \$100,000.00. Total Revenues for the year to date are \$1,358,066.97 as compared to the budgeted amount of \$1,316,833.26. **Total Expenses** for the month were \$68,148.49 as compared to the budgeted amount of \$80,644.98. Total Expenses for the year to date are \$796,343.87 as compared to the budgeted amount of \$912,794.78. The actual General Ledger amounts that were significantly different than the budgeted amounts for the month are as follows:

GL Acct.	Description	Actual	Budgeted	Difference	Comments
4000	Water Sales	128,048.84	100,000.00	28,048.84	Increased customer demand; YTD revenues continue to exceed YTD budget
4020	Service/Installation Charges	2,333.17	833.33	1,499.84	Budgeted amount spread evenly over year; YTD revenue exceeds budget
5025	Water Treatment	3,356.23	1,833.33	1,522.90	Additional Title 22 testing required by CDPH; YTD amount below budget

Net Income was \$62,802.60 as compared to a budgeted amount of \$20,521.68. There were no **Other Expenditures** for projects or equipment this month. The year to date spending in this category is \$142,286.85 which is substantially less than the budgeted amount of \$249,931.00. Although the budgeted projects for 2013 are \$256,681.00, the actual projects performed and the scheduling of those projects continues to be contingent on the actual net income and the desired increase in the net surplus for future major projects.

Total cash in our checking and reserve accounts excluding Pasadena Glen Fire Safe Council funds is \$1,133,250.39 as of November 30, 2013. The net increase in cash for the month was \$25,108.26 and the total increase of cash for the year to date is \$362,013.41.

Kinneloa Irrigation District
Income Statement for the Eleven Months Ending November 30, 2013

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
4000 Water Sales	128,048.84	100,000.00	1,307,982.49	1,154,000.00
4015 Wholesale Water Sales	0.00	0.00	33,324.87	150,000.00
4020 Service/Installation Charges	2,333.17	833.33	12,805.96	9,166.63
4025 Asset Sale/Miscellaneous	0.00	0.00	50.00	0.00
4035 Interest-Reserve Fund	441.49	333.33	3,411.19	3,666.63
4070 Misc. Income	127.59	0.00	492.46	0.00
Total Revenues	130,951.09	101,166.66	1,358,066.97	1,316,833.26
Expenses				
5005 Electricity	10,152.14	8,200.00	99,516.61	99,100.00
5010 Maintenance Supplies	1,940.21	1,666.67	19,712.51	18,333.37
5011 Material and Labor for Install	0.00	833.33	6,355.05	9,166.63
5012 Safety Equipment	0.00	133.33	571.77	1,466.63
5015 Operations & Maintenance Labor	11,583.67	12,916.67	130,730.16	142,083.37
5016 Operations & Maintenance OT	900.30	833.33	12,767.10	9,166.63
5020 Stand-by Compensation	690.00	625.00	6,930.00	6,875.00
5022 Training/Certification	0.00	133.33	570.00	1,466.63
5025 Water Treatment/Analysis	3,356.23	1,833.33	15,288.05	20,166.63
5030 Maintenance Contractors	3,859.70	10,416.67	91,391.05	114,583.37
5034 Equipment Maintenance	0.00	833.33	7,488.34	9,166.63
5035 Vehicle Maintenance	165.07	500.00	3,533.56	5,500.00
5036 Fuel - All Equipment	763.05	1,250.00	10,613.59	13,750.00
5045 Insurance-Workers Compensation	0.00	0.00	1,826.33	9,000.00
5046 Insurance-Liability	1,233.75	1,833.33	10,130.12	20,166.63
5048 Insurance-Property	180.00	208.33	1,208.87	2,291.63
5049 Insurance-Medical	5,510.44	3,833.33	60,614.84	42,166.63
6000 Engineering Services	1,785.00	3,750.00	9,210.00	41,250.00
6005 Watermaster Services	879.33	1,000.00	8,851.30	11,000.00
6015 Administrative Salary	10,316.64	10,833.33	113,483.04	119,166.63
6016 Administrative Bonus	0.00	0.00	2,500.00	0.00
6017 Administrative Travel	98.59	416.67	1,470.87	4,583.37
6020 BofD Compensation	300.00	400.00	4,000.00	5,200.00
6021 Administrative & Board Expense	0.00	208.33	157.20	2,291.63
6024 Customer/Public Info. Prog.	0.00	250.00	68.13	2,750.00
6025 PERS - KID	1,521.59	1,250.00	15,847.27	13,750.00
6030 Social Security - KID	1,845.91	2,416.67	25,736.77	26,583.37
6035 Office/Computer Supplies	491.30	750.00	4,308.15	8,250.00
6036 Postage/Delivery	361.43	500.00	2,814.12	5,500.00
6040 Professional Dues	650.32	625.00	6,866.28	6,875.00
6045 Legal Services	735.70	1,250.00	2,420.57	13,750.00
6050 Telephone	343.81	333.33	3,985.06	3,666.63
6051 Mobile Telephone	68.19	166.67	1,212.41	1,833.37
6052 Pagers	19.00	20.00	209.00	220.00
6053 Internet Service	55.00	125.00	910.62	1,375.00
6059 Computer/Software Maintenance	9.99	750.00	3,075.48	8,250.00
6061 Office Equipment Maintenance	0.00	83.33	949.34	916.63
6065 Accounting Services	0.00	0.00	6,200.00	7,000.00
6070 Office & Accounting Labor	6,328.35	6,500.00	72,007.74	71,500.00
6075 Outside Services	720.42	1,666.67	8,889.47	18,333.37
6080 Administrative Fees	579.44	583.33	6,071.98	6,416.63
6081 Permits/Fees	287.00	416.67	10,912.66	4,583.37
6088 Interest Expense	0.00	0.00	901.35	0.00
6120 Bank Service Charges	416.92	300.00	4,037.11	3,300.00
Total Expenses	68,148.49	80,644.98	796,343.87	912,794.78
Net Income	62,802.60	20,521.68	561,723.10	404,038.48

Kinneloa Irrigation District
Income Statement for the Eleven Months Ending November 30, 2013

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Other Expenditures				
1504 Water Mains	0.00	0.00	21,449.60	80,000.00
1509 Wilcox Well/Wilcox Booster	0.00	0.00	10,544.16	5,000.00
1511 WaterTreatment Plant	0.00	0.00	5,779.48	5,400.00
1512 Water Meters	0.00	1,800.00	24,080.83	30,200.00
1513 Electrical/Electronic Equip.	0.00	2,083.33	0.00	22,916.63
1514 Computer/Office Equipment	0.00	416.67	0.00	4,583.37
1516 Water Company Facilities	0.00	1,000.00	0.00	11,000.00
1522 Eucalyptus Booster Station	0.00	0.00	32,053.67	30,000.00
1526 Vosburg Booster	0.00	0.00	8,349.00	25,000.00
1527 SCADA Equipment	0.00	1,250.00	21,050.64	13,750.00
1530 Tools	0.00	200.00	0.00	2,200.00
2400 Truck Loan Payable	0.00	0.00	18,979.47	19,881.00
Total Other Expenditures	0.00	6,750.00	142,286.85	249,931.00
Total Increase or (Drawdown)	62,802.60	13,771.68	419,436.25	154,107.48

Kinneloa Irrigation District
Balance Sheet
November 30, 2013

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 300,757.04
1011	Checking-PGFSC	1,138.19
1012	Reserve Fund-LAIF	118,257.41
1014	Reserve Fund-CalTRUST	714,235.94
1015	Accr. Int./Price Adj.-CalTRUST	260.16
1016	Accrued Interest-LAIF	89.91
1100	Accts. Receivable-Water Sales	86,319.06
1101	Accts. Receiv.-Service Charges	127.59
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	121,353.82
1350	Prepaid Insurance	11,443.99
1360	Prepaid Expenses	7,351.83

Total Current Assets

1,380,563.46

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	2,423,817.02
1505	Water Tunnels	705,985.75
1506	K-3 Well	82,848.37
1507	Improvement District #1	602,778.12
1508	Mountain Property	6,620.00
1509	Wilcox Well/Wilcox Booster	94,030.98
1510	Interconnections	14,203.27
1511	Water Treatment Plant	184,940.70
1512	Water Meters	78,368.69
1513	Electrical/Electronic Equip.	245,904.55
1514	Computer/Office Equipment	60,072.53
1515	Vehicles & Portable Equipment	222,084.16
1516	Water Company Facilities	60,079.20
1517	KID Office	54,202.92
1518	Shaw Ranch	280,789.92
1519	Dove Creek Project	487,383.87
1520	Glen Reservoir/Booster	24,190.86
1521	Kinneloa Ridge Project	690,492.58
1522	Eucalyptus Booster Station	532,342.43
1526	Vosburg Booster	29,394.00
1527	SCADA Equipment	226,584.91
1528	Tanks and Reservoirs	97,944.39
1529	Holly Tanks	181,113.76
1530	Tools	5,109.53
1600	Accum. Depreciation	(3,195,521.12)

Total Property and Equipment

4,344,521.88

Total Assets

\$ 5,725,085.34

Kinneloa Irrigation District
Balance Sheet
November 30, 2013

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 17,120.38	
2011	Accounts Payable PGFSC	340.77	
2274	PGFSC Grant	797.42	
2275	Deposits-Water Customers	1,072.27	
2290	Accrued Vacation	15,931.70	
	Total Current Liabilities		35,262.54

Long-Term Liabilities

	Total Long-Term Liabilities		0.00
	Total Liabilities		35,262.54

Capital

3040	Fund Balance	5,126,947.39	
3900	Prior Year Adjustments	5,765.00	
	Net Income	557,110.41	
	Total Capital		5,689,822.80
	Total Liabilities & Capital	\$	5,725,085.34

Kinneloa Irrigation District
Statement of Cash Flow
For the Eleven Months Ended November 30, 2013

		Current Month	Year to Date
Cash Flows from Operating Activities			
	Net Income	\$ 62,802.60	\$ 561,723.10
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>			
1100	Accts. Receivable-Water Sales	(32,900.91)	(42,861.46)
1101	Accts. Receiv.-Service Charges	32.85	(127.59)
1350	Prepaid Insurance	1,413.75	(284.42)
1360	Prepaid Expenses	1,816.65	3,092.41
2000	Accounts Payable	(6,084.69)	(19,106.11)
2011	Accounts Payable PGFSC	340.77	340.77
2272	Job Deposits	(1,800.00)	(346.13)
2274	PGFSC Grant	(512.76)	797.42
2275	Deposits-Water Customers	0.00	1,072.27
	Total Adjustments	<u>(37,694.34)</u>	<u>(57,422.84)</u>
	Net Cash Provided by Operations	<u>25,108.26</u>	<u>504,300.26</u>
Cash Flows from Investing Activities			
<i>Used for</i>			
1504	Water Mains	0.00	(21,449.60)
1509	Wilcox Well/Wilcox Booster	0.00	(10,544.16)
1511	WaterTreatment Plant	0.00	(5,779.48)
1512	Water Meters	0.00	(24,080.83)
1522	Eucalyptus Booster Station	0.00	(32,053.67)
1526	Vosburg Booster	0.00	(8,349.00)
1527	SCADA Equipment	0.00	(21,050.64)
	Net Cash Used in Investing	<u>0.00</u>	<u>(123,307.38)</u>
Cash Flows from Financing Activities			
<i>Proceeds from</i>			
<i>Used for</i>			
2400	Truck Loan Payable	0.00	(18,979.47)
	Net Cash Used in Financing	<u>0.00</u>	<u>(18,979.47)</u>
	Net Increase (Decrease) in Cash	<u>\$ 25,108.26</u>	<u>\$ 362,013.41</u>
Summary			
	Cash Balance at End of Period	\$ 1,256,092.47	\$ 1,256,092.47
	Cash Balance at Beg. of Period	<u>(1,230,984.21)</u>	<u>(894,079.06)</u>
	Net Increase (Decrease) in Cash	<u>\$ 25,108.26</u>	<u>\$ 362,013.41</u>

Kinneloa Irrigation District
Check Register
For the Period from November 1, 2013 to November 30, 2013

Date	Check #	Payee	Amount	Description
11/15/13	EFT1934	Bernadette C. Allen	914.51	salary
11/15/13	EFT1935	Christopher A. Burt	1,977.65	salary
11/15/13	EFT1936	Shirley L. Burt	1,437.85	salary
11/15/13	EFT1937	Melvin L. Matthews	3,420.11	salary
11/15/13	65591706	Brian L. Fry	1,628.65	salary
11/15/13	65591707	Felix Galindo	405.52	salary
11/15/13	65591708	Chris J. Mellinger	337.65	salary
11/15/13	EFT1938	Christopher A. Burt	150.00	salary
11/15/13	EFT1939	Automatic Data Processing	65.89	payroll processing
11/15/13	EFT1940	Automatic Data Processing	4,480.92	withholding and taxes
11/19/13	EFT1941	Century Business Solutions	15.00	monthly banking service fee
11/19/13	EFT1942	Arco Gaspro Plus	763.05	truck gas
11/19/13	EFT1943	Athens Services	155.12	trash pick up
11/19/13	EFT1944	Bank of America Business Card	3,896.22	see attached schedule - September
11/19/13	EFT1945	VOID		EFT1944 descriptions overprinted EFT1945
11/19/13	EFT1946	Calif. Public Emp. Ret. Sys.	3,212.79	CalPERS - October KID/employee
11/19/13	EFT1947	Century Business Solutions	121.22	banking service fee
11/19/13	EFT1948	Pasadena Municipal Services	1,256.17	electricity
11/19/13	EFT1949	Southern California Edison Co.	8,209.08	electricity
11/19/13	EFT1950	Verizon Wireless	88.49	mobile phone
11/19/13	7456	EGL Associates, Inc.	278.59	net refund on fire flow deposit 20130828cm
11/19/13	7457	James V Coane & Associates	278.59	net refund on fire flow deposit 20130826cm
11/19/13	7458	Assoc. of Calif. Water Agencies	4,895.00	2014 membership dues
11/19/13	7459	ACWA/JPIA	6,518.62	health ins. - KID/employee
11/19/13	7460	Civiltec Engineering, Inc.	2,955.00	2 fire flows; Vosburg Bstr. Pump. prelim. design
11/19/13	7461	Clinical Laboratory, SB	323.00	water sample analysis
11/19/13	7462	Cook Paging, Inc.	19.00	paggers
11/19/13	7463	Eurofins Eaton Analytical, Inc.	132.00	water sample analysis
11/19/13	7464	Foothill Municipal Water Dist.	579.44	administrative fee
11/19/13	7465	Lagerlof,Senecal,Gosney&Kruse	735.70	lic. agreement/quitclaim deed; pub. water grp. 1/17th share
11/19/13	7466	Melvin L. Matthews	94.23	reimb. Oct. mileage and '99 truck smog test
11/19/13	7467	McMaster Carr	494.94	Cl2, gen'l., fire hydrant maint. supplies
11/19/13	7468	Raymond Basin Mgmt. Board	2,075.79	Title 22: fees July/Oct 2012 and Feb/April/May 2013
11/19/13	7469	Shirley Burt	68.65	reimb. Oct. mileage
11/19/13	7470	Specialty Services	275.00	janitorial service
11/19/13	7471	Utility Service Co., Inc.	3,859.70	tank maintenance agreement
11/19/13	7472	Underground Service Alert	95.00	digalert service
11/30/13	EFT1951	Bernadette C. Allen	824.94	salary
11/30/13	EFT1952	Christopher A. Burt	2,287.27	salary
11/30/13	EFT1953	Shirley L. Burt	1,333.26	salary
11/30/13	EFT1954	Francis J. Griffith	92.35	salary
11/30/13	EFT1955	Gerrie G. Kilburn	92.35	salary
11/30/13	EFT1956	Melvin L. Matthews	3,601.91	salary

Kinneloa Irrigation District
Check Register
For the Period from November 1, 2013 to November 30, 2013

Date	Check #	Payee	Amount	Description
11/30/13	EFT1957	Steven G. Sorell	57.35	salary
11/30/13	65599908	Brian L. Fry	1,638.76	salary
11/30/13	65599909	Felix Galindo	193.10	salary
11/30/13	65599910	Chris J. Mellinger	257.85	salary
11/30/13	EFT1958	Christopher A. Burt	150.00	salary
11/30/13	EFT1959	Automatic Data Processing	70.57	payroll processing
11/30/13	EFT1960	Automatic Data Processing	4,142.44	withholding and taxes
11/30/13	EFT1961	Charter Communications	<u>322.97</u>	internet and telephone
	Total		<u><u>71,279.26</u></u>	

**Credit Card Detail
September 2013**

(Expenses incurred in September, billed in October, due in October, paid in October, payment processed in November.)

Acct. No.	Account Description	Additional Description	Shirley	Mel	Brian	Chris B	Chris M	TOTAL
5010	Maintenance Supplies	yard maint. supplies and tools, Loctite; lock/keys			\$105.57	\$267.97		\$373.54
5012	Safety Equipment							\$0.00
5022	Training/Certification							\$0.00
5025	Water Treatment/Analysis	Chlorine tablets 3 lbs.			\$18.52			\$18.52
5035	Vehicle Maintenance	96 Chevy lube/oil/filter, repair coolant leak, replace radiator, check ac; 2008-1 Ford lube/oil/filter, check ac; 2008-01 rotate/balance tires				\$1,202.71		\$1,202.71
5036	Fuel							\$0.00
6017	Adm. Travel							\$0.00
6021	Adm. & Bd. Exp.	9/19 CalPERS course, parking		\$12.00				\$12.00
6035	Office/Computer Supplies	ink/toner cartridges, checks		\$640.00				\$640.00
6036	Postage/Delivery							\$0.00
6040	Professional Dues							\$0.00
6050	Telephone	answering service August		\$78.00				\$78.00
6051	Mobile Phone							\$0.00
6053	Internet Service							\$0.00
6059	Computer/Software Maintenance	LogMeIn Pro (4); Synology data storage		\$1,571.45				\$1,571.45
6061	Office Equipment Maintenance							\$0.00
6075	Outside Services							\$0.00
6081	Permits/Fees							\$0.00
TOTAL			\$0.00	\$2,301.45	\$124.09	\$1,470.68	\$0.00	\$3,896.22

Kinneloa Irrigation District - PGFSC Grant Account
Check Register
For the Period from November 1, 2013 to November 31, 2013

Date	Check #	Payee	Amount	Description
11/19/13	001010	Mala Arthur	<u>171.99</u>	reimburse: printing materials for CCC project
	Total		<u><u>171.99</u></u>	