

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY – AUGUST 21, 2012
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. REVIEW OF CONFLICT OF INTEREST CODE**

- 4. REVIEW OF PROPOSED 2013 BUDGET**

- 5. REVIEW GENERAL MANAGER’S REPORT**

- 6. REVIEW MINUTES** — July 17, 2012
August 13, 2012

- 7. REVIEW FINANCIAL REPORTS** — July 31, 2012

- 8. ITEMS FOR NEXT AGENDA**

- 9. CALENDAR** – September 18, 2012
October 16, 2012
November 20, 2012

- 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>.

GOVERNMENT CODE

SECTION 87200-87210

87200. This article is applicable to elected state officers, judges and commissioners of courts of the judicial branch of government, members of the Public Utilities Commission, members of the State Energy Resources Conservation and Development Commission, members of the Fair Political Practices Commission, members of the California Coastal Commission, members of planning commissions, members of the board of supervisors, district attorneys, county counsels, county treasurers, and chief administrative officers of counties, mayors, city managers, city attorneys, city treasurers, chief administrative officers and members of city councils of cities, and other public officials who manage public investments, and to candidates for any of these offices at any election.

87201. Every candidate for an office specified in Section 87200 other than a justice of an appellate court or the Supreme Court shall file no later than the final filing date of a declaration of candidacy, a statement disclosing his or her investments, his or her interests in real property, and any income received during the immediately preceding 12 months.

This statement shall not be required if the candidate has filed, within 60 days prior to the filing of his or her declaration of candidacy, a statement for the same jurisdiction pursuant to Section 87202 or 87203.

87202. (a) Every person who is elected to an office specified in Section 87200 shall, within 30 days after assuming the office, file a statement disclosing his or her investments and his or her interests in real property held on the date of assuming office, and income received during the 12 months before assuming office. Every person who is appointed or nominated to an office specified in Section 87200 shall file such a statement not more than 30 days after assuming office, provided, however, that a person appointed or nominated to such an office who is subject to confirmation by the Commission on Judicial Appointments or the State Senate shall file such a statement no more than 10 days after the appointment or nomination.

The statement shall not be required if the person has filed, within 60 days prior to assuming office, a statement for the same jurisdiction pursuant to Section 87203.

(b) Every elected state officer who assumes office during the month of December or January shall file a statement pursuant to Section 87203 instead of this section, except that:

(1) The period covered for reporting investments and interests in real property shall begin on the date the person filed his or her declarations of candidacy.

(2) The period covered for reporting income shall begin 12 months prior to the date the person assumed office.

87203. Every person who holds an office specified in Section 87200 shall, each year at a time specified by commission regulations, file a statement disclosing his investments, his interests in real property and his income during the period since the previous statement filed under this section or Section 87202. The statement shall include any investments and interest in real property held at any time during the period covered by the statement, whether or not they are still held at the time of filing.

87204. Every person who leaves an office specified in Section 87200 shall, within thirty days after leaving the office, file a statement disclosing his investments, his interests in real property, and his income during the period since the previous statement filed under Sections 87202 or 87203. The statement shall include any investments and interests in real property held at any time during the period covered by the statement, whether or not they are still held at the time of filing.

87205. A person who completes a term of an office specified in Section 87200 and within 45 days begins a term of the same office or another such office of the same jurisdiction is deemed not to assume office or leave office.

87206. If an investment or an interest in real property is required to be disclosed under this article, the statement shall contain:

(a) A statement of the nature of the investment or interest.

(b) The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged.

(c) The address or other precise location of the real property.

(d) A statement whether the fair market value of the investment or interest in real property equals or exceeds two thousand dollars (\$2,000) but does not exceed ten thousand dollars (\$10,000), whether it exceeds ten thousand dollars (\$10,000) but does not exceed one hundred thousand dollars (\$100,000), whether it exceeds one hundred thousand dollars (\$100,000) but does not exceed one million dollars (\$1,000,000), or whether it exceeds one million dollars (\$1,000,000).

(e) In the case of a statement filed under Sections 87203 or 87204, if the investment or interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the date of acquisition or disposal.

(f) For purposes of disclosure under this article, "interest in real property" does not include the principal residence of the filer or any other property which the filer utilizes exclusively as the personal residence of the filer.

87207. (a) When income is required to be reported under this article, the statement shall contain, except as provided in subdivision (b):

(1) The name and address of each source of income aggregating five hundred dollars (\$500) or more in value, or fifty dollars (\$50) or more in value if the income was a gift, and a general description of

the business activity, if any, of each source.

(2) A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was at least five hundred dollars (\$500) but did not exceed one thousand dollars (\$1,000), whether it was in excess of one thousand dollars (\$1,000) but was not greater than ten thousand dollars (\$10,000), whether it was greater than ten thousand dollars (\$10,000) but not greater than one hundred thousand dollars (\$100,000), or whether it was greater than one hundred thousand dollars (\$100,000).

(3) A description of the consideration, if any, for which the income was received.

(4) In the case of a gift, the amount and the date on which the gift was received.

(5) In the case of a loan, the annual interest rate, the security, if any, given for the loan, and the term of the loan.

(b) When the filer's pro rata share of income to a business entity, including income to a sole proprietorship, is required to be reported under this article, the statement shall contain:

(1) The name, address, and a general description of the business activity of the business entity.

(2) The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from that person was equal to or greater than ten thousand dollars (\$10,000) during a calendar year.

(c) When a payment, including an advance or reimbursement, for travel is required to be reported pursuant to this section, it may be reported on a separate travel reimbursement schedule which shall be included in the filer's statement of economic interest. A filer who chooses not to use the travel schedule shall disclose payments for travel as a gift, unless it is clear from all surrounding circumstances that the services provided were equal to or greater in value than the payments for the travel, in which case the travel may be reported as income.

87208. Except in statements required by Section 87203, investments and interests in real property which have been disclosed on a statement of economic interests filed in the same jurisdiction within the previous 60 days may be incorporated by reference.

87209. When a statement is required to be filed under this article, every person specified in Section 87200 shall disclose any business positions held by that person. For purposes of this section, "business position" means any business entity in which the filer is a director, officer, partner, trustee, employee, or holds any position of management, if the business entity or any parent, subsidiary, or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction or has done business in the jurisdiction at any time during the two years prior to the date the statement is required to be filed.

87210. No person shall make a gift totaling fifty dollars (\$50) or more in a calendar year to a person described in Article 2 on behalf of another, or while acting as the intermediary or agent of another,

without disclosing to the recipient of the gift both his own full name, street address, and business activity, if any, and the full name, street address, and business activity, if any, of the actual donor. The recipient of the gift shall include in his Statement of Economic Interests the full name, street address, and business activity, if any, of the intermediary or agent and the actual donor.

Conflict of Interest Code
of the

KINNELOA IRRIGATION DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

KINNELOA IRRIGATION DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose, in accordance with this code, all interests in real property within the jurisdiction of the District, except personal residences. Real property shall be deemed to be within the jurisdiction of the District if the property or any part of it is located within or not more than two miles outside the boundaries of the District or within two miles of any land owned or used by the District.

CATEGORY 2

Persons in this category shall disclose, in accordance with this code, all income from, investments, and business positions in businesses that produce products or provide services of a type utilized by the District, including but not limited to the areas of building materials; construction; motor vehicles; specialty vehicles; vehicle replacement parts; petroleum products; water quality testing; water transmission; water treatment; water distribution; geological tests and reports; maintenance; repair; safety; engineering; provision of water or power; brokering; accounting; auditing; banking; money management; law; insurance; printing; publication; office equipment or office supplies.

CATEGORY 3

Persons in this category shall disclose, in accordance with this code, all investments and business positions.

CATEGORY 4

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the District, or which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the "Political Reform Act" exceptions to the definition of consultant. The level of disclosure shall be as determined by the General Manager of the District.

KINNELOA IRRIGATION DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
General Manager	1, 3
Consultant	4

Public Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments, and must therefore make disclosure pursuant to Government Code Section 87200, et seq.

Members of Board of Directors

EFFECTIVE: February 8, 2006

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of the
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(6/02) (Rev.)

KINNELOA IRRIGATION DISTRICT

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CATEGORY 2

Persons in this category shall disclose, in accordance with this code, all income from investments and positions in businesses that produce or sell products or provide services of a type utilized by the District, including but not limited to office equipment and supplies; construction of pipelines and facilities; building materials; motor vehicles and replacement parts; petroleum products; water quality testing; water transmission and distribution; water treatment; geological tests and reports; maintenance; repair; safety; engineering; provision of water or power; accounting and auditing; banking; financial management; law; insurance; printing; publication; computer hardware and software; and information technology.

CATEGORY 3

Persons in this category shall disclose, in accordance with this code, all investments and business positions.

CATEGORY 4

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KINNELOA IRRIGATION DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
General Manager	1, 2
Members of Board of Directors	1, 2
Consultant	4

Effective: August 21, 2012

Kinneloa Irrigation District 2013 Budget Worksheet
Rate Alternatives

Account	Account Description	8/13/2012	Alternative A	Alternative B	Alternative C	Alternative D	Alternative E	Alternative F
		2013 Budget 51/3.05 3.5%	2013 Budget 55/3.10 7%	2013 Budget 51/3.25 8%	2013 Budget 53/3.20 9%	2013 Budget 55/3.25 10%	2013 Budget 51/3.35 10%	2013 Budget 59/3.55 20%
4000	Water Sales	1,150,000	1,190,000	1,201,000	1,212,000	1,223,000	1,223,000	1,333,000
4015	Wholesale Water Sales	150,000	150,000	150,000	150,000	150,000	150,000	150,000
4020	Service Charges	10,000	10,000	10,000	10,000	10,000	10,000	10,000
4035	Interest-Reserve Fund	4,000	4,000	4,000	4,000	4,000	4,000	4,000
4060	Disaster Assistance	0	0	0	0	0	0	0
Total Income		1,314,000	1,354,000	1,365,000	1,376,000	1,387,000	1,387,000	1,497,000
5000	Leased Water Rights	46,500	46,500	46,500	46,500	46,500	46,500	46,500
5005	Electricity	105,000	105,000	105,000	105,000	105,000	105,000	105,000
5010	Maintenance Supplies	20,000	20,000	20,000	20,000	20,000	20,000	20,000
5011	Material and Labor for Install	10,000	10,000	10,000	10,000	10,000	10,000	10,000
5012	Safety Equipment	1,600	1,600	1,600	1,600	1,600	1,600	1,600
5015	Operations & Maintenance Labor	155,000	155,000	155,000	155,000	155,000	155,000	155,000
5016	Operations & Maintenance OT	10,000	10,000	10,000	10,000	10,000	10,000	10,000
5020	Stand-by Compensation	7,500	7,500	7,500	7,500	7,500	7,500	7,500
5022	Training/Certification	1,600	1,600	1,600	1,600	1,600	1,600	1,600
5025	Water Treatment/Analysis	22,000	22,000	22,000	22,000	22,000	22,000	22,000
5030	Maintenance Contractors	125,000	125,000	125,000	125,000	125,000	125,000	125,000
5034	Equipment Maintenance	10,000	10,000	10,000	10,000	10,000	10,000	10,000
5035	Vehicle Maintenance	6,000	6,000	6,000	6,000	6,000	6,000	6,000
5036	Fuel - All Equipment	15,000	15,000	15,000	15,000	15,000	15,000	15,000
5040	Equipment Rental	500	500	500	500	500	500	500
5045	Insurance-Workers Comp.	12,000	12,000	12,000	12,000	12,000	12,000	12,000
5046	Insurance-Liability	22,000	22,000	22,000	22,000	22,000	22,000	22,000
5048	Insurance-Property	2,500	2,500	2,500	2,500	2,500	2,500	2,500
5049	Insurance-Medical	46,000	46,000	46,000	46,000	46,000	46,000	46,000
6000	Engineering Services	45,000	45,000	45,000	45,000	45,000	45,000	45,000
6005	Watermaster Services	12,000	12,000	12,000	12,000	12,000	12,000	12,000
6015	Administrative Salary	130,000	130,000	130,000	130,000	130,000	130,000	130,000
6016	Administrative Bonus	0	0	0	0	0	0	0
6017	Administrative Travel	5,000	5,000	5,000	5,000	5,000	5,000	5,000
6020	BofD Compensation	5,600	5,600	5,600	5,600	5,600	5,600	5,600
6021	Administrative & Board Expense	2,500	2,500	2,500	2,500	2,500	2,500	2,500
6022	Board of Directors Election	0	0	0	0	0	0	0
6024	Customer/Public Information	3,000	3,000	3,000	3,000	3,000	3,000	3,000
6025	PERS - KID	15,000	15,000	15,000	15,000	15,000	15,000	15,000
6030	Social Security - KID	29,000	29,000	29,000	29,000	29,000	29,000	29,000
6035	Office/Computer Supplies	9,000	9,000	9,000	9,000	9,000	9,000	9,000
6036	Postage/Delivery	6,000	6,000	6,000	6,000	6,000	6,000	6,000
6040	Professional Dues	7,500	7,500	7,500	7,500	7,500	7,500	7,500
6045	Legal Services	15,000	15,000	15,000	15,000	15,000	15,000	15,000
6050	Telephone	4,000	4,000	4,000	4,000	4,000	4,000	4,000
6051	Mobile Telephone	2,000	2,000	2,000	2,000	2,000	2,000	2,000
6052	Pagers	240	240	240	240	240	240	240
6053	Internet Service	1,500	1,500	1,500	1,500	1,500	1,500	1,500
6059	Computer/Software Maintenance	9,000	9,000	9,000	9,000	9,000	9,000	9,000
6061	Office Equipment Maintenance	1,000	1,000	1,000	1,000	1,000	1,000	1,000
6065	Accounting Services	7,000	7,000	7,000	7,000	7,000	7,000	7,000
6070	Office & Accounting Labor	78,000	78,000	78,000	78,000	78,000	78,000	78,000
6075	Outside Services	20,000	20,000	20,000	20,000	20,000	20,000	20,000
6080	Capital and Administrative Fee	7,000	7,000	7,000	7,000	7,000	7,000	7,000
6081	Permits/Fees	5,000	5,000	5,000	5,000	5,000	5,000	5,000
6120	Bank Service Charges	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Total Expenses		1,041,140	1,041,140	1,041,140	1,041,140	1,041,140	1,041,140	1,041,140
NET REVENUES		272,860	312,860	323,860	334,860	345,860	345,860	455,860
Other Expenditures								
1504	East-West Tank Connector	85,000	85,000	85,000	85,000	85,000	85,000	85,000
1509	Wilcox Well	5,000	5,000	5,000	5,000	5,000	5,000	5,000
1511	Water Treatment Plant	5,400	5,400	5,400	5,400	5,400	5,400	5,400
1512	Water Meters	32,000	32,000	32,000	32,000	32,000	32,000	32,000
1513	Electrical/Electronic Equipment	25,000	25,000	25,000	25,000	25,000	25,000	25,000
1514	Computer/Office Equipment	5,000	5,000	5,000	5,000	5,000	5,000	5,000
1516	Water Company Facilities	12,000	12,000	12,000	12,000	12,000	12,000	12,000
1522	Eucalyptus Booster Station	25,000	25,000	25,000	25,000	25,000	25,000	25,000
1526	Vosburg Booster Station	25,000	25,000	25,000	25,000	25,000	25,000	25,000
1527	SCADA	15,000	15,000	15,000	15,000	15,000	15,000	15,000
1530	Tools	2,400	2,400	2,400	2,400	2,400	2,400	2,400
2400	Truck Installment Payment	19,881	19,881	19,881	19,881	19,881	19,881	19,881
Total Other Expenditures		256,681	256,681	256,681	256,681	256,681	256,681	256,681
NET CASH FLOW		16,179	56,179	67,179	78,179	89,179	89,179	199,179

General Manager's Report for the Board of Directors Meeting on August 21, 2012

I. Capital Improvement, Preventative Maintenance and Repair Projects

- A. **East-West Tank Connector Pipeline** – The revised preliminary design report which was prepared by SA Associates has been received and is being presented to the Board for discussion at this meeting. The next steps if we proceed with the project will be to prepare plans and specifications in 2013 and start construction in 2014 if funds are available.
- B. **Tank Maintenance** – Utility Services Company has completed repainting the exterior of the Holly Tanks as scheduled in our tank maintenance agreement. The screening on tank vents and overflows was also replaced at several locations to meet new requirements from the CDPH. Additional extra-cost work on the Holly Tanks and East Tank overflow and drain lines is scheduled in the near future.

II. Customer Account Status

A. Delinquent accounts –

- 10 accounts received late charges in the total amount of \$162.71
- 0 accounts received door hanger shut off notice
- 0 accounts were shut off for non-payment
- 1 account remains off for non-payment

B. Aged Receivables as of July 31, 2012 (excluding City of Pasadena) –

Current	30 days	60 days	90 days or greater	Total
\$52,095.27	\$4,540.87	\$1,075.80	\$147.75	\$57,859.69

III. General Manager's Projects and Activities

- A. **2013 Budget** – I continued to prepare the proposed 2013 budget which was presented to the Board on August 13th.
- B. **RBMB** – I participated in the quarterly board meeting where the report was presented to the Board of the effect of the voluntary reduction in pumping by the KID and other agencies in the Pasadena sub area that started in 2009. The results showed a small (but encouraging) improvement and the Board voted to continue the program until the full 30% reduction in pumping has been achieved in two more years. So far no agencies have needed to use the remaining amounts in their long storage account to provide the desired production levels.
- C. **City of Pasadena** – The District delivered water to the City through July as requested and we have now suspended water delivery at the City's request. We will most likely resume water delivery during the traditional time period of November through June if we have surplus water and/or lease additional water later this year as budgeted for 2012.
- D. **Brown Well** – I have been in contact with the owner of the property at 1995 Sierra Madre Villa where a new home is under construction. I have provided him with a draft of our landscape license agreement and he is willing to incorporate the landscaping of the Brown site into his landscaping.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
JULY 17, 2012**

MEMBERS PRESENT: Directors Barkhurst, Eldridge, Griffith, Kilburn and Sorell

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

CALL TO ORDER: The Meeting was called to order by the President, Gerrie Kilburn, at 1935 hours. She noted that there was a quorum present. The Agenda was unanimously approved as presented.

PUBLIC COMMENT: No members of the public wished to speak.

REVIEW EAST-WEST TANK PIPELINE PRELIMINARY DESIGN REPORT

The **General Manager** stated that he is presenting this preliminary design report because of the financial implications which might be included in the discussion at the budget workshop. He noted that a more accurate cost will be determined when the actual plans and specifications are developed.

RESOLUTION 07-17-2012:

It was M/S/C-(Barkhurst/Eldridge-4/1)(Director Griffith voted No)- **“That the Board approves the Resolution to amend the Rules and Regulations that establishes a review procedure for the selection of the District’s Attorney, Auditor, and Engineer every five years.”**

DISCUSSION OF BROWN WELL SITE:

The General Manager reported that he had contacted the adjacent property owners to the east and they expressed no interest in landscaping the Brown Well Site. He reported that he is working with the property owner to the west to develop a landscaping plan.

REVIEW OF THE GENERAL MANAGER’S REPORT:

The report was reviewed by the General Manager and accepted as presented.

REVIEW OF MINUTES:

The minutes of June 19, 2012 were unanimously approved as written.

REVIEW OF FINANCIAL REPORTS:

Director Barkhurst reviewed the reports noting that the current month income is above budget primarily due to the wholesale water sale. The reports were unanimously approved for filing.

ITEMS FOR NEXT AGENDA:

Review of proposed year 2013 budget

ADJOURNMENT:

The meeting was adjourned at 2020 hours. A Special Meeting will be held on August 13, 2012 which will be a workshop for the year 2013 budget. The next Regular Meeting will be held on August 21, 2012.

Respectfully submitted,

Shirley Burt
Secretary to the Board

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
AUGUST 13, 2012**

MEMBERS PRESENT: Directors Barkhurst, Eldridge, Griffith, Kilburn and Sorell

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. The Agenda was unanimously approved as presented.

DISCUSSION AND REVIEW OF PROPOSED YEAR 2013 BUDGET:

The **General Manager** reviewed the proposed budget line item by line item and explained the changes in those items that were different from those in the year 2012 budget. The Board also reviewed the resume of water rates currently charged by other agencies in the local area. Discussion then followed regarding the priority of projects that need to be done, the process to accumulate the monies necessary to fund the projects, and the need for a possible rate increase. The General Manager was then directed to provide the Board with several proposed changes in the water rates that would provide the necessary funds for the projects that are selected.

ADJOURNMENT:

The meeting was adjourned at 2030 hours.

Respectfully submitted,

Shirley Burt
Secretary to the Board

Kinneloa Irrigation District
Income Statement for the Seven Months Ending July 31, 2012

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
4000 Water Sales	131,225.92	140,000.00	645,424.29	606,000.00
4015 Wholesale Water Sales	3,570.26	0.00	161,187.57	0.00
4020 Service/Installation Charges	612.71	833.33	13,387.87	5,833.31
4035 Interest-Reserve Fund	226.26	333.33	2,134.52	2,333.31
4060 Disaster Assistance	0.00	0.00	2,016.80	0.00
Total Revenues	135,635.15	141,166.66	824,151.05	614,166.62
Expenses				
5005 Electricity	10,903.44	11,000.00	58,692.35	56,100.00
5010 Maintenance Supplies	2,220.66	2,500.00	16,657.11	17,500.00
5011 Material and Labor for Install	0.00	0.00	12,465.12	0.00
5012 Safety Equipment	0.00	133.33	0.00	933.31
5015 Operations & Maintenance Labor	11,963.83	13,500.00	80,924.04	93,000.00
5016 Operations & Maintenance OT	924.97	0.00	5,959.77	0.00
5020 Stand-by Compensation	510.00	625.00	4,170.00	4,375.00
5022 Training/Certification	0.00	133.33	0.00	933.31
5025 Water Treatment/Analysis	3,293.85	1,833.33	13,279.01	12,833.31
5030 Maintenance Contractors	6,323.47	9,750.00	79,920.87	68,250.00
5034 Equipment Maintenance	0.00	500.00	3,318.43	3,500.00
5035 Vehicle Maintenance	943.39	500.00	2,533.32	3,500.00
5036 Fuel - All Equipment	900.62	1,250.00	6,169.03	8,750.00
5045 Insurance-Workers Compensation	74.00	0.00	(1,232.00)	6,000.00
5046 Insurance-Liability	1,158.50	1,833.33	7,826.50	12,833.31
5048 Insurance-Property	184.00	208.33	876.81	1,458.31
5049 Insurance-Medical	3,779.41	3,666.67	26,455.87	25,666.69
6000 Engineering Services	3,555.90	3,750.00	8,545.90	26,250.00
6005 Watermaster Services	1,757.34	1,000.00	7,030.86	7,000.00
6015 Administrative Salary	10,214.50	10,609.64	70,858.00	72,451.76
6016 Administrative Bonus	0.00	0.00	3,000.00	0.00
6017 Administrative Travel	60.67	416.67	1,574.70	2,916.69
6020 BofD Compensation	400.00	400.00	2,800.00	3,200.00
6021 Administrative & Board Expense	0.00	208.33	551.62	1,458.31
6022 BofD-Election	0.00	0.00	292.60	0.00
6024 Customer/Public Info. Prog.	0.00	333.33	295.30	2,333.31
6025 PERS - KID	1,186.27	1,166.67	8,071.29	8,166.69
6030 Social Security - KID	2,246.92	2,416.67	15,353.55	16,916.69
6035 Office/Computer Supplies	87.51	750.00	3,907.80	5,250.00
6036 Postage/Delivery	228.11	500.00	2,286.90	3,500.00
6040 Professional Dues	965.99	625.00	4,868.93	4,375.00
6045 Legal Services	0.00	1,250.00	1,413.27	8,750.00
6050 Telephone	522.70	458.33	3,361.41	3,208.31
6051 Mobile Telephone	157.07	208.33	1,265.72	1,458.31
6052 Pagers	19.00	20.00	133.00	140.00
6053 Internet Service	84.94	125.00	594.58	875.00
6059 Computer/Software Maintenance	0.00	833.33	15,058.70	22,833.31
6061 Office Equipment Maintenance	0.00	83.33	0.00	583.31
6065 Accounting Services	6,200.00	0.00	6,200.00	6,000.00
6070 Office & Accounting Labor	5,358.29	4,000.00	32,988.18	28,000.00
6075 Outside Services	750.48	1,666.67	5,778.35	11,666.69
6080 Capital Improvement Fees	277.58	614.08	1,614.08	4,298.56
6081 Permits/Fees	319.97	208.33	9,105.65	1,458.31
6120 Bank Service Charges	292.61	250.00	1,876.47	1,750.00
Total Expenses	77,865.99	79,327.03	526,843.09	560,473.49
Net Income	57,769.16	61,839.63	297,307.96	53,693.13

Kinneloa Irrigation District
Income Statement for the Seven Months Ending July 31, 2012

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Other Expenditures				
1509 Wilcox Well/Wilcox Booster	0.00	0.00	0.00	7,500.00
1511 WaterTreatment Plant	0.00	0.00	5,243.90	5,400.00
1512 Water Meters	0.00	1,666.67	19,039.08	11,666.69
1513 Electrical/Electronic Equip.	0.00	2,083.33	573.59	14,583.31
1514 Computer/Office Equipment	0.00	416.67	0.00	2,916.69
1516 Water Company Facilities	0.00	1,666.67	0.00	11,666.69
1527 SCADA Equipment	0.00	1,000.00	0.00	7,000.00
1530 Tools	0.00	200.00	760.03	1,400.00
Total Other Expenditures	0.00	7,033.34	25,616.60	62,133.38
Total Increase or (Drawdown)	57,769.16	54,806.29	271,691.36	(8,440.25)

Kinneloa Irrigation District
Balance Sheet
July 31, 2012

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 247,156.06
1012	Reserve Fund-LAIF	117,826.19
1014	Reserve Fund-CalTRUST	260,584.89
1015	Accr. Int./Price Adj.-CalTRUST	(568.12)
1016	Accrued Interest-LAIF	52.33
1100	Accts. Receivable-Water Sales	62,611.24
1101	Accts. Receiv.-Service Charges	137.74
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	128,856.16
1350	Prepaid Insurance	3,155.57
1360	Prepaid Expenses	11,553.37

	Total Current Assets	850,593.95
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Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	2,402,367.42
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	83,486.82
1510	Interconnections	14,203.27
1511	Water Treatment Plant	179,161.22
1512	Water Meters	79,709.08
1513	Electrical/Electronic Equip.	249,162.14
1514	Computer/Office Equipment	44,172.53
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	500,288.76
1526	Vosburg Booster	12,590.00
1527	SCADA Equipment	196,172.05
1528	Tanks and Reservoirs	97,944.39
1529	Holly Tanks	181,113.76
1530	Tools	3,208.56
1600	Accum. Depreciation	(2,955,642.12)

	Total Property and Equipment	4,454,154.12
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	Total Assets	\$ 5,304,748.07
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Kinneloa Irrigation District
Balance Sheet
July 31, 2012

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 25,076.88	
2272	Job Deposits	6,294.55	
2290	Accrued Vacation	13,894.70	
	Total Current Liabilities		45,266.13

Long-Term Liabilities

2400	Truck Loan Payable	37,098.29	
	Total Long-Term Liabilities		37,098.29
	Total Liabilities		82,364.42

Capital

3040	Fund Balance	4,925,075.69	
	Net Income	297,307.96	
	Total Capital		5,222,383.65
	Total Liabilities & Capital		\$ 5,304,748.07

Kinneloa Irrigation District
Statement of Cash Flow
For the seven Months Ended July 31, 2012

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 57,769.16	\$ 297,307.96
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	(24,848.76)	(16,386.74)
1101 Accts. Receiv.-Service Charges	0.00	12,946.72
1102 Accts. Receiv.-Wholesale Water	57,684.97	0.00
1190 Allowance for Bad Debts	0.00	87.69
1350 Prepaid Insurance	1,342.50	7,366.72
1360 Prepaid Expenses	2,310.33	356.29
2000 Accounts Payable	9,991.34	7,412.78
2272 Job Deposits	650.00	3,794.55
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Total Adjustments	47,130.38	15,578.01
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Net Cash provided by Operations	104,899.54	312,885.97
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Cash Flows from investing activities		
<i>Used For</i>		
1511 Water Treatment Plant	0.00	(5,243.90)
1512 Water Meters	0.00	(19,039.08)
1513 Electrical/Electronic Equip.	0.00	(573.59)
1530 Tools	0.00	(760.03)
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Net cash used in investing	0.00	(25,616.60)
	<hr/>	<hr/>
Cash Flows from financing activities		
<i>Proceeds From</i>		
<i>Used For</i>		
	<hr/>	<hr/>
Net cash used in financing	0.00	0.00
	<hr/>	<hr/>
Net increase (decrease) in cash	\$ 104,899.54	\$ 287,269.37
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Summary		
Cash Balance at End of Period	\$ 753,907.51	\$ 753,907.51
Cash Balance at Beg. of Period	(649,007.97)	(466,638.14)
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Net Increase (Decrease) in Cash	\$ 104,899.54	\$ 287,269.37
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Kinneloa Irrigation District
Check Register
For the Period From July 1, 2012 to July 31, 2012

Date	Check #	Payee	Amount	Description
7/15/12	EFT1477	Bernadette C. Allen	548.71	salary
7/15/12	EFT1478	Christopher A. Burt	2,086.10	salary
7/15/12	EFT1479	Shirley L. Burt	1,351.84	salary
7/15/12	EFT1480	Melvin L. Matthews	3,350.85	salary
7/15/12	65232580	Brian L. Fry	1,291.36	salary
7/15/12	65232581	Felix Galindo	377.59	salary
7/15/12	65232582	Chris J. Mellinger	363.00	salary
7/15/12	EFT1481	ADP	61.14	payroll processing
7/15/12	EFT1482	ADP	3,900.08	withholding and taxes
7/15/12	EFT1483	Christopher A. Burt	150.00	salary
7/17/12	7044	ACWA/JPIA	2,638.00	2nd qtr 2012 workers' compensation
7/17/12	7045	Alert Communications, Inc.	78.00	answering service
7/17/12	7046	AmeriPride Services	49.82	shop towel service
7/17/12	7047	Athens Services	149.30	trash pick up
7/17/12	7048	Clinical Laboratory, SB	566.00	water sample analysis
7/17/12	7049	Cook Paging, Inc.	19.00	paggers
7/17/12	7050	County of Los Angeles	319.97	LAFCO net operating cost allocation
7/17/12	7051	Egan & Egan	6,200.00	audit fees and controllers' report
7/17/12	7052	Foothill Mun. Water District	277.58	capital improvement fee
7/17/12	7053	Melvin L. Matthews	764.32	reimb: mileage, postage, phone system, software
7/17/12	7054	McMaster Carr	457.85	cl2 and gen'l maintenance supplies
7/17/12	7055	R.E. Miller Tree Service	2,671.50	trimming of hedge, sumac and oak brush
7/17/12	7056	Monrovia Mailing Company	373.30	mail handling and postage
7/17/12	7057	MWH Laboratories	264.00	water sample analysis
7/17/12	7058	Red Supply	20.93	maintenance supplies
7/17/12	7059	Shirley Burt	60.67	mileage reimbursement
7/17/12	7060	Specialty Services	275.00	janitorial service
7/17/12	7061	Utility Service Co., Inc.	3,651.97	tank maintenance agreement
7/17/12	7062	Western Water Works	601.39	maintenance supplies
7/17/12	EFT1469	Arco Gaspro Plus	900.62	truck gas
7/17/12	EFT1470	AT&T	444.45	SCADA data line and telephone
7/17/12	EFT1471	Bank of America Bus. Card	2,024.71	see attached schedule
7/17/12	EFT1472	Calif. Public Emp. Ret. Sys.	2,489.42	CalPers - KID and employee (June)
7/17/12	EFT1473	Century Business Solutions	34.03	monthly fee and banking service fees
7/17/12	EFT1474	Charter Communications	79.99	internet service
7/17/12	EFT1475	Pasadena Municipal Services	1,163.43	electricity
7/17/12	EFT1476	Southern Cal. Edison Co.	7,637.62	electricity
7/31/12	EFT1484	Earthlink Network	4.95	internet service
7/31/12	EFT1489	Bernadette C. Allen	812.21	salary
7/31/12	EFT1490	Richard L. Barkhurst	94.35	salary
7/31/12	EFT1491	Christopher A. Burt	2,538.01	salary
7/31/12	EFT1492	Shirley L. Burt	1,566.02	salary

Kinneloa Irrigation District
Check Register
For the Period From July 1, 2012 to July 31, 2012

7/31/12	EFT1493	Francis J. Griffith	94.35 salary
7/31/12	EFT1494	Gerrie G. Kilburn	94.35 salary
7/31/12	EFT1495	Melvin L. Matthews	3,350.85 salary
7/31/12	EFT1496	Steven G. Sorell	59.35 salary
7/31/12	65247293	Brian L. Fry	1,663.15 salary
7/31/12	65247294	Felix Galindo	351.55 salary
7/31/12	65247295	Chris J. Mellinger	544.52 salary
7/31/12	EFT1497	ADP	67.20 payroll processing
7/31/12	EFT1498	ADP	4,878.84 withholding and taxes
7/31/12	EFT1499	Christopher A. Burt	<u>150.00 salary</u>
	Total		<u><u>63,963.24</u></u>

Credit Card Detail

June

2012

Acct. No.	Account Description	Additional Description	Shirley	Mel	Brian	Chris B	Chris M	TOTAL
5010	Maintenance Supplies	maintenance supplies			\$541.66			\$541.66
1530	Maintenance Tools							\$0.00
5012	Safety Equipment							\$0.00
5022	Training/Certification							\$0.00
5025	Water Treatment/Analysis							\$0.00
5035	Vehicle Maintenance	99 truck brake repair and service		\$943.39				\$943.39
5036	Fuel							\$0.00
6017	Adm. Travel							\$0.00
6021	Adm. & Bd. Exp							\$0.00
6035	Office/Computer Supplies	daytimer and calendar	\$87.51					\$87.51
6036	Postage/Delivery							\$0.00
6040	Professional Dues	american waterworks dues	\$413.00					\$413.00
6051	Mobile Phone							\$0.00
6053	Internet Service							\$0.00
6059	Computer/Software Maintenance							\$0.00
6061	Office Equipment Maintenance							\$0.00
6075	Outside Services	system drawing reproduction			\$39.15			\$39.15
6081	Permits/Fees							\$0.00
								\$0.00
TOTAL			\$500.51	\$943.39	\$580.81	\$0.00	\$0.00	\$2,024.71