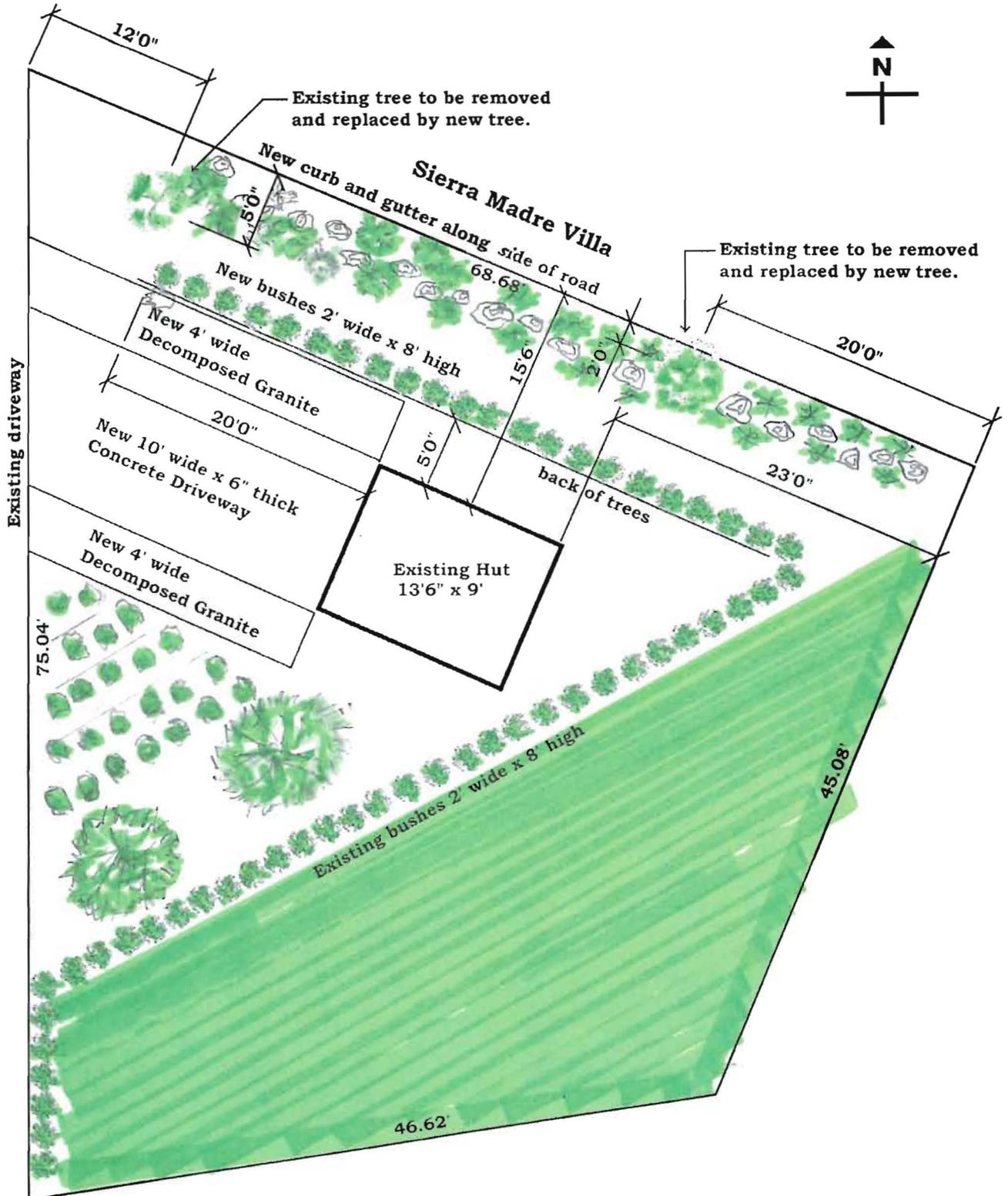


**KINNELOA IRRIGATION DISTRICT**  
**REGULAR MEETING – BOARD OF DIRECTORS**  
1999 KINCLAIR DRIVE, PASADENA, CA 91107  
TUESDAY – AUGUST 20, 2013  
7:30 P.M.

**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. **REVIEW PROPOSED LANDSCAPING PLAN FOR BROWN WELL SITE**
4. **REVIEW GENERAL MANAGER’S REPORT**
5. **REVIEW MINUTES** – July 16, 2013
6. **REVIEW FINANCIAL REPORTS** – July 31, 2013
7. **ITEMS FOR NEXT AGENDA**
8. **CALENDAR** – September 17, 2013  
October 15, 2013  
November 19, 2013
9. **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>.



**Kinneloa Irrigation Property  
 1993 Sierra Madre Villa, Pasadena, Ca. 91107**

Site plan created by IPLANs Company. 626-203-8634. Information deemed reliable but for presentation only. Interested parties are advised to verify by personal inspection.

# General Manager's Report for the Board of Directors Meeting on August 20, 2013

## I. Capital Improvement, Preventative Maintenance and Repair Projects

- A. **Emergency Pumps and Generators** – Normal monthly testing was completed.
- B. **Leak Repair** – A service line on Clarmeya Lane was repaired.
- C. **Delores Tunnel** – Roots were removed at the inlet of the tunnel pipeline that were causing reduced flow. A leak in pipeline has been temporarily repaired with a clamp. A permanent replacement of this section will be considered in the 2014 budget.
- D. **Brown Reservoir** – Two failed batteries were replaced that are part of the solar power supply for the Brown SCADA system.

## II. Customer Information and Internet Site Statistics

### A. Delinquent Accounts –

- 28 accounts received past-due notice
- 28 accounts received late charges in the total amount of \$460.81
- 7 accounts received door hanger shut off notice
- 0 accounts were shut off for non-payment
- 1 account remains shut off for non-payment – (Customer is making periodic partial payments and has requested that the water remains shut off until account is current. The customer is being charged for the monthly service fee.)

### 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					
September 2013					
October 2013					
November 2013					
December 2013					

### C. Internet Statistics –

Month	Number of requests	Number of page requests	Online Payments
January 2013	5,635	2,290	19
February 2013	6,212	2,516	13
March 2013	9,161	4,473	19
April 2013	8,006	4,100	18
May 2013	6,921	3,250	25
June 2013	4,466	1,995	19
July 2013	5,493	2,058	27
August 2013			
September 2013			
October 2013			
November 2013			
December 2013			
<b>Total YTD</b>	<b>45,894</b>	<b>20,682</b>	<b>140</b>

### III. General Manager's Projects and Activities

- A. **2014 Budget** – The draft budget worksheets have been prepared and will be updated with July actuals before the workshop which will be scheduled before the September regular meeting.

### IV. Information for the Board and Requests from the Board

- A. **Pasadena Glen Fire Safe Council (PGFSC)** – \$5,000 of the grant money has been received and deposited in the PGFSC bank account. This payment will allow the administrative and project planning functions to proceed.

### V. Agency and Association Update

- A. **Association of California Water Agencies (ACWA)** – I have been nominated by Foothill Municipal Water District (FMWD) to serve on the Region 8 Board and to continue to serve on the finance and audit committees. If elected, I will be on the Board for a two-year term starting in January 2014.
- B. **Raymond Basin Management Board (RBMB)** – The regular quarterly board meeting was held on July 17th. In addition to routine business the board approved the expenditure of up to \$12,000 for additional chromium 6 sampling and the annual administrative services agreement with the Main San Gabriel Basin Watermaster.
- C. **California Special Districts Association (CSDA)** – I continue to serve on the fiscal and audit committees and attended the meeting this month in Sacramento.
- D. **Foothill Municipal Water District (FMWD)** – I continue to serve on the board and on the finance committee. I attended the general managers' meeting, the regular board meeting and the pipeline repair and replacement advisory committee meeting.
- E. **National Pollutant Discharge Elimination System (NPDES) Permit Working Group** – I am on the committee that is preparing the draft MOU and Best Management Practices (BMP's).

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
KINNELOA IRRIGATION DISTRICT  
JULY 16, 2013**

**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 1932 hours. She noted that there was a quorum present. Director Griffith requested that the Brown Well Landscaping Project be added to the Agenda as an Information Item.

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

**GENERAL MANAGER'S REPORT:**

The General Manager reviewed his report as included in the Board Packet.

**REVIEW OF MINUTES:**

The minutes of June 18, 2013, were approved for filing as presented.

**REVIEW OF FINANCIAL REPORTS:**

The reports for June 30, 2013, were reviewed and accepted for filing as presented. Director Eldridge noted that there may be future expense for the District regarding the trees that appear to be dying on District property down in the Pasadena Glen area.

**REVIEW OF BROWN WELL LANDSCAPING PROJECT**

**Director Griffith** presented a proposed landscaping plan for the Brown Well site that had been presented to him by the owner of the property on the west side of the site. After a brief review of the plan it was agreed that this item would be discussed at the next meeting. **Director Griffith** stated that he had also discussed the site with the new property owner on the east side of the site where vegetation had been planted by the prior owner on District property without permission from the District.

The **General Manager** stated that he was prepared to fence the property unless the new owner signed a Landscaping Agreement with the District and that he had provided the Real Estate Agent with a copy of the proposed Lease Agreement.

**ITEMS FOR NEXT AGENDA:**

Review Landscaping Plan for the Brown Well  
Set Date for Budget Meeting

**ADJOURNMENT:**

The meeting was adjourned at 2005 hours.  
The next meeting will be on August 20, 2013, at 7:30 P.M.

Respectfully submitted,

Shirley Burt  
Secretary to the Board



1999 KINCLAIR DRIVE, PASADENA, CALIFORNIA 91107-1017  
 TELEPHONE (626) 797-6295 • FAX (626) 794-5552  
 WEBSITE: kinneloairrigationdistrict.info

# Memo

Date: August 15, 2013  
 To: Board of Directors  
 From: Mel Matthews  
 Subject: Financial Review for July 2013

**Total Revenues** were \$162,611.22 with retail water sales of \$160,861.88 which exceeded the budgeted amount of \$154,000.00. No further wholesale water sales to Pasadena are anticipated in the near future. Overall revenues for the year to date are \$800,928.59 as compared to the budgeted amount of \$826,166.62. **Total Expenses** were \$73,539.58 as compared to the budgeted amount of \$84,044.98. The general ledger accounts that were significantly different than the budgeted amounts are as follows:

GL Acct.	Description	Actual	Budgeted	Difference	Comments
4000	Water Sales	160,861.88	154,000.00	6,861.88	Increased customer demand
5016	Operations Overtime	1,058.07	833.33	224.74	Leak repair; Customer leak investigation; Eucalyptus level transducer failure
6000	Engineering Services	1,000.00	3,750.00	-2,750.00	Some projects have been delayed
6081	Permits/Fees	1,486.68	416.67	1,070.01	Unexpected AQMD fees
1504	Water Mains	11,304.70	0.00	11,304.70	YTD East/West pipeline project is less than budgeted amount of 80,000

**Net Income** was \$89,071.64 as compared to a budgeted amount of \$71,121.68. There was \$13,287.10 in **Other Expenditures** as compared to the budgeted amount of \$6,750.00. Project selection and timing issues make a comparison to budget not meaningful but the overall spending year to date of \$118,130.18 is substantially less than the budgeted amount of \$203,050.00. Although the budgeted projects for 2013 are \$256,681.00, the actual projects performed and the scheduling of those projects will be contingent on the actual net income and the desired increase in the net surplus for future major projects. Some adjustments in project schedules have already been made to reflect the lower than expected wholesale water sales.

Total cash in our checking and reserve accounts (including \$250,000.00 in board-designated funds and excluding Pasadena Glen Fire Safe Council funds) is \$923,310.15 as of July 31, 2013. The net increase in cash for the month was \$69,440.40 and the total increase of cash for the year to date is \$191,143.31. Fiscal sponsorship of the Pasadena Glen Fire Safe Council does not have a negative impact on the Net Income or the Net Surplus of the District.

**Kinneloa Irrigation District**  
**Income Statement for the Seven Months Ending July 31, 2013**

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
<b>Revenues</b>				
4000 Water Sales	160,861.88	154,000.00	757,864.61	668,000.00
4015 Wholesale Water Sales	0.00	0.00	33,324.87	150,000.00
4020 Service/Installation Charges	1,526.99	833.33	7,745.22	5,833.31
4035 Interest-Reserve Fund	222.35	333.33	1,993.89	2,333.31
<b>Total Revenues</b>	<b>162,611.22</b>	<b>155,166.66</b>	<b>800,928.59</b>	<b>826,166.62</b>
<b>Expenses</b>				
5005 Electricity	10,103.43	11,600.00	59,514.57	59,600.00
5010 Maintenance Supplies	1,492.69	1,666.67	14,054.04	11,666.69
5011 Material and Labor for Install	0.00	833.33	5,210.10	5,833.31
5012 Safety Equipment	0.00	133.33	571.77	933.31
5015 Operations & Maintenance Labor	11,781.49	12,916.67	82,884.77	90,416.69
5016 Operations & Maintenance OT	1,058.07	833.33	7,612.86	5,833.31
5020 Stand-by Compensation	480.00	625.00	4,260.00	4,375.00
5022 Training/Certification	150.00	133.33	470.00	933.31
5025 Water Treatment/Analysis	2,498.60	1,833.33	8,975.33	12,833.31
5030 Maintenance Contractors	10,352.50	10,416.67	35,546.60	72,916.69
5034 Equipment Maintenance	0.00	833.33	5,667.34	5,833.31
5035 Vehicle Maintenance	0.00	500.00	1,383.78	3,500.00
5036 Fuel - All Equipment	742.06	1,250.00	7,471.15	8,750.00
5045 Insurance-Workers Compensation	0.00	0.00	(841.67)	6,000.00
5046 Insurance-Liability	1,249.00	1,833.33	5,164.62	12,833.31
5048 Insurance-Property	180.00	208.33	488.87	1,458.31
5049 Insurance-Medical	5,510.44	3,833.33	38,573.08	26,833.31
6000 Engineering Services	1,000.00	3,750.00	3,975.00	26,250.00
6005 Watermaster Services	879.33	1,000.00	5,333.98	7,000.00
6015 Administrative Salary	10,316.64	10,833.33	72,216.48	75,833.31
6016 Administrative Bonus	0.00	0.00	2,500.00	0.00
6017 Administrative Travel	0.00	416.67	761.64	2,916.69
6020 BofD Compensation	300.00	400.00	2,600.00	3,200.00
6021 Administrative & Board Expense	0.00	208.33	113.86	1,458.31
6024 Customer/Public Info. Prog.	0.00	250.00	68.13	1,750.00
6025 PERS - KID	1,599.83	1,250.00	9,643.53	8,750.00
6030 Social Security - KID	2,361.35	2,416.67	16,666.61	16,916.69
6035 Office/Computer Supplies	149.60	750.00	2,597.94	5,250.00
6036 Postage/Delivery	228.62	500.00	1,638.78	3,500.00
6040 Professional Dues	615.91	625.00	4,061.41	4,375.00
6045 Legal Services	0.00	1,250.00	1,684.87	8,750.00
6050 Telephone	251.58	333.33	2,511.00	2,333.31
6051 Mobile Telephone	88.61	166.67	876.41	1,166.69
6052 Pagers	19.00	20.00	133.00	140.00
6053 Internet Service	55.00	125.00	690.62	875.00
6059 Computer/Software Maintenance	0.00	750.00	926.34	5,250.00
6061 Office Equipment Maintenance	0.00	83.33	0.00	583.31
6065 Accounting Services	0.00	0.00	6,200.00	6,000.00
6070 Office & Accounting Labor	6,931.07	6,500.00	45,790.28	45,500.00
6075 Outside Services	714.10	1,666.67	6,001.76	11,666.69
6080 Administrative Fees	579.44	583.33	3,754.22	4,083.31
6081 Permits/Fees	1,486.68	416.67	8,024.90	2,916.69
6120 Bank Service Charges	364.54	300.00	2,480.67	2,100.00
<b>Total Expenses</b>	<b>73,539.58</b>	<b>84,044.98</b>	<b>478,258.64</b>	<b>579,114.86</b>
<b>Net Income</b>	<b>89,071.64</b>	<b>71,121.68</b>	<b>322,669.95</b>	<b>247,051.76</b>

**Kinneloa Irrigation District**  
**Income Statement for the Seven Months Ending July 31, 2013**

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
<b>Other Expenditures</b>				
1504 Water Mains	11,304.70	0.00	16,272.40	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	23,000.00
1513 Electrical/Electronic Equip.	0.00	2,083.33	0.00	14,583.31
1514 Computer/Office Equipment	0.00	416.67	0.00	2,916.69
1516 Water Company Facilities	0.00	1,000.00	0.00	7,000.00
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	1,982.40	1,250.00	21,050.64	8,750.00
1530 Tools	0.00	200.00	0.00	1,400.00
<b>Total Other Expenditures</b>	<b>13,287.10</b>	<b>6,750.00</b>	<b>118,130.18</b>	<b>203,050.00</b>
<b>Total Increase or (Drawdown)</b>	<b>75,784.54</b>	<b>64,371.68</b>	<b>204,539.77</b>	<b>44,001.76</b>

**Kinneloa Irrigation District**  
**Balance Sheet**  
**July 31, 2013**

**ASSETS**

**Current Assets**

1010	Checking-Wells Fargo Bank	\$ 344,143.34
1011	Checking-PGFSC	5,222.62
1012	Reserve Fund-LAIF	118,180.97
1014	Reserve Fund-CalTRUST	460,985.84
1015	Accr. Int./Price Adj.-CalTRUST	2,206.98
1016	Accrued Interest-LAIF	52.33
1100	Accts. Receivable-Water Sales	49,444.47
1102	Accts. Receiv.-Wholesale Water	3,104.60
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	154,430.29
1350	Prepaid Insurance	2,324.49
1360	Prepaid Expenses	9,689.02

Total Current Assets

1,169,013.47

**Property and Equipment**

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	2,418,639.82
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

4,339,344.68

Total Assets

\$ 5,508,358.15

**Kinneloa Irrigation District**  
**Balance Sheet**  
**July 31, 2013**

**LIABILITIES AND CAPITAL**

**Current Liabilities**

2000	Accounts Payable	\$ 17,454.71	
2274	PGFSC Grant	5,222.62	
2290	Accrued Vacation	15,931.70	
	Total Current Liabilities		38,609.03

**Long-Term Liabilities**

2400	Truck Loan Payable	18,979.47	
	Total Long-Term Liabilities		18,979.47
	Total Liabilities		57,588.50

**Capital**

3040	Fund Balance	5,126,947.39	
3900	Prior Year Adjustments	5,765.00	
	Net Income	318,057.26	
	Total Capital		5,450,769.65
	Total Liabilities & Capital		\$ 5,508,358.15

**Kinneloa Irrigation District**  
**Statement of Cash Flow**  
**For the Seven Months Ended July 31, 2013**

		Current Month	Year to Date
<b>Cash Flows from Operating Activities</b>			
	Net Income	\$ 89,071.64	\$ 322,669.95
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>			
1100	Accts. Receivable-Water Sales	(10,846.23)	(5,986.87)
1102	Accts. Receiv.-Wholesale Water	(3,104.60)	(3,104.60)
1350	Prepaid Insurance	1,429.00	8,835.08
1360	Prepaid Expenses	1,369.24	755.22
2000	Accounts Payable	1,596.92	(18,771.78)
2271	Deposits-Construction Meters	(850.00)	0.00
2272	Job Deposits	(1,000.00)	(346.13)
2274	PGFSC Grant	5,061.53	5,222.62
	Total Adjustments	<u>(6,344.14)</u>	<u>(13,396.46)</u>
	<b>Net Cash Provided by Operations</b>	<b><u>82,727.50</u></b>	<b><u>309,273.49</u></b>
 <b>Cash Flows from Investing Activities</b>			
<i>Used for</i>			
1504	Water Mains	(11,304.70)	(16,272.40)
1509	Wilcox Well/Wilcox Booster	0.00	(10,544.16)
1511	Water Treatment 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	(1,982.40)	(21,050.64)
	Net Cash Used in Investing	<u>(13,287.10)</u>	<u>(118,130.18)</u>
 <b>Cash Flows from Financing Activities</b>			
<i>Proceeds from</i>			
<i>Used for</i>			
	Net Cash Used in Financing	<u>0.00</u>	<u>0.00</u>
	<b>Net Increase (Decrease) in Cash</b>	<b><u>\$ 69,440.40</u></b>	<b><u>\$ 191,143.31</u></b>
 <b>Summary</b>			
	Cash Balance at End of Period	\$ 1,085,222.37	\$ 1,085,222.37
	Cash Balance at Beg. of Period	<u>(1,015,781.97)</u>	<u>(894,079.06)</u>
	<b>Net Increase (Decrease) in Cash</b>	<b><u>\$ 69,440.40</u></b>	<b><u>\$ 191,143.31</u></b>

**Kinneloa Irrigation District**  
**Check Register**  
For the Period from July 1, 2013 to July 31, 2013

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
7/15/13	EFT1823	Bernadette C. Allen	914.51	salary
7/15/13	EFT1824	Christopher A. Burt	2,261.01	salary
7/15/13	EFT1825	Shirley L. Burt	1,437.86	salary
7/15/13	EFT1826	Melvin L. Matthews	3,281.73	salary
7/15/13	65512066	Brian L. Fry	1,385.59	salary
7/15/13	65512067	Felix Galindo	154.48	salary
7/15/13	65512068	Chris J. Mellinger	67.53	salary
7/15/13	EFT1827	Christopher A. Burt	150.00	salary
7/15/13	EFT1828	Automatic Data Processing	65.89	payroll processing
7/15/13	EFT1829	Automatic Data Processing	4,489.43	withholding and taxes
7/16/13	7355	James J. Howe	597.24	net refund on construction meter deposit
7/16/13	7356	G.L. Bluemel	670.42	account refund
7/16/13	7357	ACWA/JPIA	6,518.62	health ins. - KID/employee
7/16/13	7358	ACWA/JPIA	2,857.00	2nd quarter workers' compensation
7/16/13	7359	AmeriPride Services	52.84	shop towel service
7/16/13	7360	American Water Works Assoc.	413.00	membership dues
7/16/13	7361	Civiltec Engineering, Inc.	1,000.00	engineering fire flow study
7/16/13	7362	Clinical Laboratory, SB Inc.	424.00	water sample analysis
7/16/13	7363	Cook Paging, Inc.	19.00	paggers
7/16/13	7364	County of Los Angeles	329.80	LAFCO net operating cost allocation
7/16/13	7365	Eurofins Eaton Analytical, Inc.	282.00	water sample analysis
7/16/13	7366	Foothill Municipal Water District	579.44	administrative fee
7/16/13	7367	Monrovia Mailing Company	372.96	June statement mail handling and postage
7/16/13	7368	Perry Thomas Construction Co.	5,877.32	service repair; tunnel leak and blockage repair
7/16/13	7369	Shirley Burt	124.64	May/June mileage reimbursement
7/16/13	7370	Specialty Services	275.00	janitorial service
7/16/13	7371	Utility Service Co., Inc.	3,763.82	tank maintenance agreement
7/16/13	EFT1830	Century Business Solutions	15.00	monthly banking service fee
7/16/13	EFT1831	Arco Gaspro Plus	742.06	truck gas
7/16/13	EFT1832	Athens Services	149.30	trash pick up
7/16/13	EFT1833	Bank of America Business Card	765.92	see attached schedule - May
7/16/13	EFT1834	Calif. Public Employees Ret. Sys.	2,781.47	CalPERS - June KID and employee
7/16/13	EFT1835	Century Business Solutions	86.96	banking service fee
7/16/13	EFT1836	Charter Communications	306.58	internet and telephone
7/16/13	EFT1837	Pasadena Municipal Services	1,276.72	electricity
7/16/13	EFT1838	Southern California Edison Co.	8,174.61	electricity
7/16/13	EFT1839	Verizon Wireless	89.43	mobile phone
7/30/13	7372	South Coast AQMD	117.87	last fiscal year emissions, ID 173946
7/30/13	7373	South Coast AQMD	117.87	last fiscal year emissions, ID 173947
7/30/13	7374	South Coast AQMD	317.07	annual operating fees, ID 173946
7/30/13	7375	South Coast AQMD	317.07	annual operating fees, ID 173947
7/30/13	7376	Byrd Industrial Electronics	587.36	service order 7/16 transducer

**Kinneloa Irrigation District**  
**Check Register**  
For the Period from July 1, 2013 to July 31, 2013

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
7/30/13	7377	CDPH-OCP	60.00	operator certification renewal
7/30/13	7378	Eurofins Eaton Analytical, Inc.	118.80	water sample analysis
7/30/13	7379	Brian Fry	90.00	operator certification renewal reimbursement
7/30/13	7380	McMaster Carr	728.13	cl2, K3, warehouse, maint. sup.; plywood; tools
7/30/13	7381	SA Associates	11,304.70	East-West tank connector engineering services
7/30/13	7382	Severn Trent Water Purification	388.64	T Cell, 8" repair/spare for Cl2 generator
7/31/13	EFT1840	Bernadette C. Allen	1,001.38	salary
7/31/13	EFT1841	Richard L. Barkhurst	92.35	salary
7/31/13	EFT1842	Christopher A. Burt	2,473.85	salary
7/31/13	EFT1843	Shirley L. Burt	1,542.45	salary
7/31/13	EFT1844	Gerrie G. Kilburn	92.35	salary
7/31/13	EFT1845	Melvin L. Matthews	3,281.72	salary
7/31/13	EFT1846	Steven G. Sorell	57.35	salary
7/31/13	65524399	Brian L. Fry	1,648.85	salary
7/31/13	65524400	Felix Galindo	257.47	salary
7/31/13	65524401	Chris J. Mellinger	515.67	salary
7/31/13	EFT1847	Christopher A. Burt	150.00	salary
7/31/13	EFT1848	Automatic Data Processing	70.57	payroll processing
7/31/13	EFT1849	Automatic Data Processing	5,351.90	withholding and taxes
<b>Total</b>			<b><u>83,436.60</u></b>	

## Credit Card Detail

**May 2013**

(Expenses incurred in May, billed in June, due in July, and paid in July.)

Acct. No.	Account Description	Additional Description	Shirley	Mel	Brian	Chris B	Chris M	TOTAL
5010	Maintenance Supplies	yard and maintenance supplies; battery refund*			\$99.10	-\$57.40		\$41.70
5012	Safety Equipment							\$0.00
5022	Training/Certification							\$0.00
5025	Water Treatment/Analysis							\$0.00
5035	Vehicle Maintenance	2008-1 and 2008-2			\$32.57	\$370.60		\$403.17
5036	Fuel							\$0.00
6017	Adm. Travel							\$0.00
6021	Adm. & Bd. Exp.	ACWA Region 8 registration		\$50.00				\$50.00
6035	Office/Computer Supplies	office supplies	\$41.57					\$41.57
6036	Postage/Delivery	postage	\$103.60					\$103.60
6040	Professional Dues							\$0.00
6050	Telephone	answering service April		\$78.00				\$78.00
6051	Mobile Phone							\$0.00
6053	Internet Service							\$0.00
6059	Computer/Software Maintenance	LogMeIn Cubby Pro yearly subscription		\$47.88				\$47.88
6061	Office Equipment Maintenance							\$0.00
6075	Outside Services							\$0.00
6081	Permits/Fees							\$0.00
<b>TOTAL</b>			\$145.17	\$175.88	\$131.67	\$313.20	\$0.00	<b>\$765.92</b>

\*refund for recycled batteries