

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY – NOVEMBER 18, 2014
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 AND APPROVE PROJECTS FOR YEAR 2015**
- 4. REVIEW VOSBURG BOOSTER PROJECT BIDS AND CONSIDER AWARD OF CONTRACT**
- 5. GENERAL MANAGER’S REPORT**
- 6. REVIEW MINUTES** – October 21,2014
- 7. REVIEW FINANCIAL REPORTS** – October 31, 2014
- 8. ITEMS FOR NEXT AGENDA**
- 9. CALENDAR** – December 16, 2014
January 20, 2015
February 17, 2015
- 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: November 14, 2014
To: Board of Directors
From: Mel Matthews
Subject: Projects and System Maintenance for 2015
Recommended Action: Discussion and Approval

The approved budget for 2015 includes \$268,800 in suggested capital improvement projects, \$125,000 in maintenance contractor expense, and \$45,000 in engineering services. These amounts do not include the construction cost of our two major projects. Except for system leaks and equipment failures, the expenditures for the actual projects and maintenance activities done and the timing are largely under our control depending on actual net surplus, cash flow and financing considerations.

I have attached my updated project spreadsheet to show the completed 2014 projects and the recommended 2015 projects for discussion and approval. I have maintained this spreadsheet since 2002 and it shows that we have completed projects in the amount of \$4,369,924 as compared to the estimated amount of \$4,840,808.

The items for 2015 that are being presented for discussion and approval at this meeting are highlighted in **red type**. All of these items are open for discussion at this meeting. Following is background information on the two major projects not included in the 2014 budget:

East-West Pipeline and Vosburg Booster Station

These projects have been designed and will be constructed as separate projects when the Board awards the contracts. However, for purposes of discussion and approval I recommend that the Board continue to consider the merit of the combined projects. This approach addresses the concern stated by the Board at prior meetings for any possible appearance of inequity between the benefit to "eastside" customers and the "westside" customers in pursuing either or both of the projects.

The internal distinction between the eastside system and the westside system is only based on the historical development of the District from separate water companies. Although east-west interconnections at two points have allowed a partial combining of the two sides from an operational standpoint, the current situation is that the eastside still has greater total storage capacity and the westside has greater pumping capacity and redundancy. The proposed pipeline adds 500,000 gallons of available storage to eastside customers and 150,000 gallons of available storage to westside customers. However, the apparent difference in the benefit is balanced by the fact that the new Vosburg Booster Station on the eastside adds the ability to refill the West

Tank from the storage in the eastside reservoirs including 1,250,000 gallons in the Vosburg Reservoir and another 1,250,000 gallons of storage in the Wilcox Reservoir.

Furthermore, these projects when combined bring a better balance between the pumping capacity and storage capacity to the entire KID system and fulfill the major objective of the **Master Plan** to improve the District's emergency preparedness. I believe that if the Board approves the construction of both projects that there should be no further concern with east vs. west benefits. The most important conclusion is that after completion of these projects the KID will finally have a fully integrated system with mutual benefits of improved pumping and storage available to all customers.

Financing of Major 2015 Projects

At the September 16, 2014 board meeting, I presented a proposal from CSDA Finance Corporation for \$1 million in project financing at favorable terms. However, it appears to be premature to accept any financing at this time when we have sufficient cash reserves to complete the Vosburg Booster project with no external financing. Furthermore, there will still be reserves available for the East-West Pipeline project when it is started this summer and we will have a much clearer picture at that time of the actual amount of financing needed to complete the project and the source of that financing.

Recommendation

After a discussion of the projects on the list, I recommend that the Board approves the projects highlighted in red type on the attached list subject to available funds and appropriate scheduling.

Kinneloa Irrigation District Project List

| Project Number | Project Name | Project Description | Estimated Cost | Estimated Completion | Actual Completion | Actual Cost |
|---|------------------------|--|------------------|----------------------------|-------------------|-------------|
| 115 | Holly Tanks | Site improvements including wall, pipe replacement and burial, paving and storm drain | to be determined | | | |
| 114 | Wilcox Reservoir | Site improvements including new booster station & electrical work | to be determined | | | |
| 113 | Reservoir Inspection | Video inspection of concrete reservoirs (every 5-6 years) | 10,000 | (Next inspections in 2017) | | |
| 112 | Pump & Motor Maint. | Eucalyptus P-3 booster | 32,000 | TBD | | |
| 111 | Water Main Replacement | Various projects | 40,500 | TBD | | |
| 110 | Vosburg Reservoir | Purchase 72 KVA backup generator & cables for Vosburg Reservoir (PACO pump to be sold) | 20,000 | TBD | | |
| 109 | Delores Tunnel | Replace damaged 3" hose with PVC pipe | 7,000 | TBD | | |
| 108 | East Tank | Clear dirt from back wall | 17,000 | TBD | | |
| 107 | Vosburg Pump Station | Estimated construction cost (actual cost to be determined by bid) | 500,000 | TBD | | |
| 106 | East-West Pipeline | Estimated construction cost (actual cost to be determined by bid) | 1,000,000 | TBD | | |
| 105 | Tank Maintenance | Steel tank maintenance (annually per agreement with Utility Services Co.) | 49,141 | 12/31/2015 | | |
| 104 | Generator | Purchase 72 KVA backup generator & cables for Sage Reservoir (PACO pump to be sold) | 20,000 | 3/31/2015 | | |
| 103 | SCADA Maint./Upgrades | East Tank RTU upgrade, Office HMI MTU upgrade and Fairpoint interconnect | 12,000 | 3/31/2015 | | |
| 102 | Valve Replacement | Fire hydrant valve and isolation valve on E. Vosburg St. | 13,200 | 3/31/2015 | | |
| 101 | Valve Replacement | 8" mainline valve at Kinneloa Canyon Rd. and Brambling Lane | 5,100 | 3/31/2015 | | |
| 100 | Vosburg Reservoir | Locate, disconnect and abandon old 2" galv. East Tank main | 2,500 | 12/31/2014 | | |
| 99 | Brown Reservoir | Remove roots at southwest corner and repair cracked concrete | 5,500 | 3/31/2015 | | |
| 98 | K-3 Well Cl2 Building | Install drain along edge of pad to prevent washout onto customer's property | 4,700 | 12/31/2014 | | |
| TOTAL Projects on the Planning Horizon | | | 1,738,641 | | | |

Future Projects ↑

Previous Projects ↓

| | | | | | | |
|----|--------------------------------|---|---------|--------------|------------------|-----------|
| 97 | Tank Maintenance | Steel tank maintenance (annually per agreement with Utility Services Co.) | 46,316 | 12/31/2014 | 12/31/2014 | 47,092 |
| 96 | Water Meters | Replacement or repair of production or customer meters | 5,000 | 12/31/2014 | as of 10/31/2014 | 14,415 |
| 95 | Tools | Valve and pipeline locating equipment | 3,000 | 12/31/2014 | as of 10/31/2014 | 2,626 |
| 94 | Computer/Office Equipment | Replacement of non-repairable or obsolete equipment | 5,000 | 12/31/2014 | as of 10/31/2014 | 3,339 |
| 93 | Facility Maintenance | Continuing facility maintenance and upgrades | 12,000 | 12/31/2014 | as of 10/31/2014 | 16,286 |
| 92 | Facility Electrical/Electronic | Incl. cell repeaters at 3 sites; Cl2 time clocks at 3 sites; arc flash compliance | 25,000 | 12/31/2014 | as of 10/31/2014 | 13,496.81 |
| 91 | Water Treatment | Replace programmable logic controller (PLC) for K-3 Cl2 generator | 6,000 | 12/31/2014 | as of 10/31/2014 | 4,807.09 |
| 90 | SCADA | Replace Sage touch screen; battery status at 6 sites; connect Wilcox AT switch | 13,000 | 12/31/2014 | as of 10/31/2014 | 11,181.04 |
| 89 | Wilcox Reservoir | Install automatic transfer switch and cleanup electrical panel | 10,300 | 6/31/2014 | as of 10/31/2014 | 8,906.33 |
| 88 | Valve Testing/Maintenance | Valve/hydrant testing and maintenance agreement - Utility Services Co. | 30,000 | 3/31/2014 | as of 10/31/2014 | 26,290 |
| 87 | East-West Pipeline | Engineering services - plans & specifications & bid package | 25,000 | 12/31/2014 | as of 11/14/2014 | 39,605 |
| 86 | Vosburg Pump Station | Engineering services - plans & specifications & bid package | 25,000 | 12/31/2014 | 12/31/2014 | 57,568 |
| 85 | Water Meters/Trans. | Meter and transponder upgrades for radio reading (final phase) | 32,000 | 12/31/2013 | 8/7/2013 | 25,226 |
| 84 | East-West Pipeline | Addendum report to determine segment 3 prior to P&S | 20,000 | 6/30/2013 | 10/4/2013 | 21,450 |
| 83 | Pump & Motor Maint. | Eucalyptus P-2 booster | 30,205 | 3/31/2013 | 1/31/2013 | 32,054 |
| 82 | SCADA Upgrades | Convert PCIC facility to radio-based telemetry system | 13,000 | 6/30/2013 | 3/11/2013 | 11,467 |
| 81 | Vosburg Pump Station | Engineering services to do preliminary design report | 14,215 | 6/30/2012 | 10/7/2013 | 7,895 |
| 80 | Wilcox Well | Replace water depth measuring tube | 7,500 | 6/30/2013 | 3/22/2013 | 10,544 |
| 79 | East-West Pipeline | Final draft of preliminary design report | 5,556 | 7/31/2012 | 7/31/2012 | 3,556 |
| 78 | Cl2 Analyzer Upgrade | Add pH and temperature measurement at three additional sites | 5,700 | 12/31/2012 | postponed | |
| 77 | Tank Maintenance | Tank maintenance provided by Utility Services Co. 2005-2013 | 495,226 | per contract | as of 12/31/2013 | 495,226 |
| 76 | East Tank Pressure Zone | Valve replacement/additions and pipeline upgrade | 17,098 | 6/30/2011 | 6/11/2011 | 17,098 |
| 75 | K-3 Well VFD | Install Variable Frequency Motor Control | 33,600 | 10/31/2011 | 11/29/2011 | 36,028 |
| 74 | Windover/SMV Pipeline | Pipeline construction | 544,300 | 6/30/2011 | 9/30/2011 | 671,612 |
| 73 | Facility Electrical | On-going electrical work and upgrades at facilities | 25,000 | 12/31/2011 | 12/1/2011 | 9,986 |
| 72 | East-West Pipeline | Preliminary engineering and feasibility study/easements | 15,000 | 12/31/2011 | as of 8/30/2011 | 9,444 |
| 71 | K-3 Well | Lower pump and install flex motor coupling | 15,000 | 3/31/2011 | 3/1/2011 | 12,615 |
| 70 | SCADA Upgrades | On-going projects | 15,000 | 12/31/2011 | 5/2/2011 | 7,604 |
| 69 | Cl2 Analyzer Upgrade | Add pH and temperature measurement at three additional sites | 5,700 | 12/31/2011 | postponed | |
| 68 | Pump & Motor Maint. | Pasadena Glen 25 hp | 20,000 | 6/30/2011 | 2/1/2011 | 24,191 |
| 67 | Pump & Motor Maint. | Wilcox Reservoir 75 hp | 15,000 | 6/30/2010 | 3/31/2010 | 15,974 |
| 66 | Pump & Motor Maint. | Eucalyptus P-1 booster | 22,500 | 12/31/2010 | 7/14/2010 | 28,471 |
| 65 | Cl2 Analyzer Upgrade | Add pH measurement at K-3 (Hi/Lo Tunnel postponed) | 5,400 | 12/31/2010 | 5/11/2011 | 1,872 |
| 64 | Wilcox Tree & Brush | Trim trees and clear brush for fire safety | 7,500 | 6/30/2010 | 2/3/2010 | 2,186 |
| 63 | Windover/SMV Pipeline | Plans and Specifications for replacement pipeline | 25,000 | 12/30/2010 | as of 9/30/2010 | 17,074 |
| 62 | Water Meters w/trans. | 120 meter registers and transponders | 21,000 | 12/31/2010 | as of 9/30/2010 | 33,799 |
| 61 | SCADA Upgrades | SCADA upgrades at Wilcox, Eucalyptus, Sage and Glen | 15,000 | 12/31/2010 | as of 9/30/2010 | 3,845 |
| 60 | Wilcox Res. Trans. Switch | Install generator transfer switch at Wilcox Reservoir | 8,575 | 6/30/2010 | postponed | |
| 59 | Generator #3 | 250 KW portable generator for Wilcox Reservoir | 45,000 | 6/30/2010 | 6/20/2010 | 40,964 |
| 58 | Brown Flo-Loc | Install Flo-Loc at Brown Reservoir | 15,000 | 6/30/2010 | 7/19/2010 | 14,818 |
| 57 | Facility SCADA | Install intrusion alarms at additional facilities | 10,000 | 12/31/2009 | 12/31/2009 | 10,931 |
| 56 | Facility Electrical | Electrical work and upgrades at facilities | 22,125 | 12/31/2009 | 12/31/2009 | 6,424 |
| 55 | Water Meters w/trans. | Water meter replacement | 20,000 | 12/31/2009 | 7/31/2009 | 20,148 |
| 54 | Generator #2 | 50 KW portable generator for Office | 20,000 | 3/31/2009 | 2/5/2009 | 19,594 |
| 53 | Office Trans. Switch | Install generator transfer switch at Office | 5,824 | 3/31/2009 | 4/21/2009 | 5,420 |

Kinneloa Irrigation District Project List

| | | | | | | |
|--|------------------------------|---|------------------|------------|------------|------------------|
| 52 | Facilities | Protective sealer for reservoir roofs/Facility maintenance | 30,000 | 9/30/2009 | 8/31/2009 | 29,055 |
| 51 | Mesa Pipeline Const. | Install replacement mains per Master Plan | 568,500 | 6/30/2009 | 7/31/2009 | 401,538 |
| 50 | Ranch Top Interconnect | Joint emergency interconnect project with Pasadena | 10,000 | 7/31/2008 | 7/31/2008 | 0 |
| 49 | Fairpoint Interconnect | Joint emergency interconnect project with Pasadena | 50,000 | 6/30/2008 | 6/9/2008 | 50,367 |
| 48 | Generator #1 | 50 KW portable generator for Glen Reservoir | 20,000 | 8/31/2008 | 6/9/2008 | 19,257 |
| 47 | Truck Replacement | Replace '89 truck with 1 ton with service body and lift gate | 50,000 | 8/31/2008 | 9/16/2008 | 46,362 |
| 46 | Brown SCADA | Install SCADA at Brown Reservoir | 12,000 | 6/30/2008 | 6/9/2008 | 12,434 |
| 45 | SCADA Software | Upgrade SCADA software to current version | 15,000 | 6/30/2008 | 6/9/2008 | 14,753 |
| 44 | Glen Transfer Switch | Install generator transfer switch at Glen Reservoir | 8,065 | 3/31/2008 | 6/24/2008 | 10,665 |
| 43 | Brown SCADA | Add solar power and SCADA to Brown Reservoir | 12,000 | 6/30/2008 | 6/9/2008 | 12,434 |
| 42 | Remote Meter Read | Purchase 60 transponders & registers | 12,000 | 3/31/2008 | 2/18/2008 | 12,027 |
| 41 | Fairpoint Interconnect | Joint emergency interconnect project with City of Pasadena | 50,000 | 6/30/2008 | 6/9/2008 | 50,367 |
| 40 | Villa Knolls Pipeline | Replace PVC main and 5 service connections | 20,000 | 11/30/2008 | 11/17/2008 | 20,708 |
| 39 | Truck Replacement | Replace '92 truck with 1 ton with service body | 43,000 | 12/31/2008 | 12/16/2008 | 44,948 |
| 38 | Holly Clortec | Replace Uniclор with Clortec and add SCADA alarms | 13,000 | 3/31/2008 | 3/5/2008 | 13,845 |
| 37 | Mesa Pipeline Eng. | Engineer replacement pipeline for Kinneloa Mesa | 30,000 | 3/31/2008 | 11/18/2008 | 20,000 |
| 36 | New York Main | K-3 to Wilcox Reservoir pipeline | 178,570 | 12/31/2007 | 1/25/2008 | 142,399 |
| 35 | Office Maintenance | Replace office roof | 20,000 | 6/30/2007 | 5/8/2007 | 6,480 |
| 34 | House Tunnel | Repair tunnel line | 61,505 | 6/30/2007 | 3/31/2007 | 842 |
| 33 | Hi/Low Pressure Tunnel | Repair tunnel line and tunnel entrance | 220,491 | 6/30/2007 | 9/1/2007 | 911 |
| 32 | Flo-Loc | Valve and electrical installation - Holly, East Eucalyptus, Vosburg | 118,000 | 12/31/2007 | 7/27/2007 | 137,801 |
| 31 | Facility Electrical | East Tank utility power project | 20,000 | 6/30/2007 | 6/15/2007 | 18,188 |
| 30 | Chlorine Analyzers | K-3, Wilcox and Eucalyptus installations | 15,000 | 6/30/2007 | 6/21/2007 | 23,998 |
| 29 | Tank and Reservoir Maint. | Tank and Reservoir maintenance | 150,000 | 12/31/2006 | 12/31/2006 | 150,296 |
| 28 | SCADA | SCADA upgrades | 25,000 | 12/31/2006 | 12/31/2006 | 16,435 |
| 27 | Pump Maintenance | Vosburg Booster repair | 25,000 | 12/31/2006 | 12/31/2006 | 12,590 |
| 26 | Facility Maintenance | Facility Maintenance | 25,000 | 12/31/2006 | 12/31/2006 | 7,998 |
| 25 | Electrical/Electronic Equip. | Electrical upgrades | 25,000 | 12/31/2006 | 12/31/2006 | 18,595 |
| 24 | Water Meters | Replacement meters | 10,000 | 12/31/2006 | 12/31/2006 | 3,867 |
| 23 | Water Treatment | Replace Cl2 generators at two locations | 25,000 | 12/31/2006 | 12/31/2006 | 13,009 |
| 22 | Tunnels | Repairs on House and High/Low Pressure Tunnel Lines | 98,433 | 12/31/2006 | 12/31/2006 | 98,433 |
| 21 | Mains | Mains | 45,000 | 12/31/2006 | 12/31/2006 | 2,788 |
| 20 | Tank and Reservoir Maint. | Tank and Reservoir maintenance | 29,456 | 12/31/2005 | 12/31/2005 | 29,456 |
| 19 | SCADA | SCADA upgrades | 710 | 12/31/2005 | 12/31/2005 | 710 |
| 18 | Computer/Office Equip. | Replacement server and software upgrades at multiple computers | 2,708 | 12/31/2005 | 12/31/2005 | 2,708 |
| 17 | Water Meters | Replacement meters | 510 | 12/31/2005 | 12/31/2005 | 510 |
| 16 | K-3 Well | K-3 well pump repair | 58,595 | 12/31/2005 | 12/31/2005 | 58,595 |
| 15 | Mains | Mains | 12,933 | 12/31/2005 | 12/31/2005 | 12,933 |
| 14 | Tank and Reservoir Maint. | Holly Tanks recoating and valve repair | 145,000 | 12/31/2004 | 12/31/2004 | 180,804 |
| 13 | Water Meters | Replacement meters | 5,336 | 12/31/2004 | 12/31/2004 | 5,336 |
| 12 | Mains | K-3 pipeline replacement | 363,421 | 12/31/2004 | 12/31/2004 | 363,421 |
| 11 | Tank and Reservoir Maint. | Tanks and Reservoirs - Holly Tanks | 53,514 | 12/31/2003 | 12/31/2003 | 53,514 |
| 10 | SCADA | SCADA upgrades | 38,098 | 12/31/2003 | 12/31/2003 | 38,098 |
| 9 | Pump Maintenance | Eucalyptus Booster | 61,851 | 12/31/2003 | 12/31/2003 | 61,851 |
| 8 | Water Treatment | Cl2 generator maintenance | 23,828 | 12/31/2003 | 12/31/2003 | 23,828 |
| 7 | Tunnels | Tunnel maintenance | 30,180 | 12/31/2003 | 12/31/2003 | 30,180 |
| 6 | Mains | K-3 pipeline replacement | 131,433 | 12/31/2003 | 12/31/2003 | 131,433 |
| 5 | Mains | K-3 pipeline replacement | 33,555 | 12/31/2002 | 12/31/2002 | 33,555 |
| 4 | Tank and Reservoir Maint. | Tanks and Reservoirs | 5,171 | 12/31/2002 | 12/31/2002 | 5,171 |
| 3 | SCADA | SCADA upgrades | 53,905 | 12/31/2002 | 12/31/2002 | 53,905 |
| 2 | Pump Maintenance | Eucalyptus Booster | 1,500 | 12/31/2002 | 12/31/2002 | 1,500 |
| 1 | Electrical/Electronic Equip. | Electrical upgrades | 5,900 | 12/31/2002 | 12/31/2002 | 5,900 |
| TOTAL Estimated Cost and Actual Cost - Previous Projects and Projects in Progress | | | 4,840,808 | | | 4,369,924 |

General Manager's Report for the Board of Directors Meeting on November 18, 2014

I. Customer Account Information and Internet Usage

A. Delinquent Accounts –

- 14 accounts received past-due notice
- 14 accounts received late charges in the total amount of \$262.14
- 6 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 2014 | \$21,534.89 | \$1,251.61 | \$16.32 | \$0.00 | \$22,802.82 |
| February 2014 | \$45,508.72 | \$1,631.05 | \$216.50 | \$16.32 | \$47,372.59 |
| March 2014 | \$34,460.40 | \$3,123.69 | \$773.48 | \$232.82 | \$38,590.39 |
| April 2014 | \$21,542.73 | \$1,986.53 | \$386.45 | \$213.03 | \$24,128.74 |
| May 2014 | \$41,789.99 | \$3,373.77 | \$238.42 | \$419.11 | \$45,821.29 |
| June 2014 | \$48,926.12 | \$3,045.41 | \$371.59 | \$315.24 | \$52,658.36 |
| July 2014 | \$46,766.47 | \$3,382.59 | \$317.21 | \$499.79 | \$50,966.06 |
| August 2014 | \$52,304.50 | \$1,515.94 | \$305.10 | \$609.94 | \$54,735.48 |
| September 2014 | \$51,281.18 | \$4,517.83 | \$214.65 | \$600.85 | \$56,614.51 |
| October 2014 | \$37,459.56 | \$1,363.71 | \$282.00 | \$480.11 | \$39,585.38 |
| November 2014 | | | | | |
| December 2014 | | | | | |

C. Internet Usage –

| Month | Visitors | Page Views | Online Payments | Online Amount |
|---------------------|-------------|-------------|-----------------|--------------------|
| January 2014 | 106 | 459 | 32 | \$5,380.79 |
| February 2014 | 117 | 403 | 29 | \$4,356.27 |
| March 2014 | 133 | 346 | 40 | \$6,556.36 |
| April 2014 | 143 | 446 | 26 | \$3,963.75 |
| May 2014 | 127 | 352 | 37 | \$6,869.92 |
| June 2014 | 140 | 409 | 31 | \$7,374.51 |
| July 2014 | 183 | 520 | 41 | \$8,116.83 |
| August 2014 | 170 | 445 | 41 | \$8,716.54 |
| September 2014 | 187 | 580 | 38 | \$7,068.16 |
| October 2014 | 181 | 526 | 38 | \$7,098.46 |
| November 2014 | | | | |
| December 2014 | | | | |
| Year to Date | 1487 | 4486 | 353 | \$65,501.59 |

II. General Manager's Projects and Activities

- A. Water Conservation Program** – The document was adopted by the Board at the October 21, 2014 meeting and was published in Revision 10 of the District's Rules and Regulations.
- B. Water Rates** – The Public Hearing Notice for the proposed water rates for 2015 was prepared and sent to all customers and property owners in the District. The Public Hearing is scheduled for December 16, 2014, at the District's regular board meeting. No protest letters have been received to date.
- C. Projects for 2015** – The initial list of 2015 projects is being presented at this meeting.
- D. Activities/Meetings/Webinars/Conferences for October 2014**

| Subject | Location | Start | End | Purpose |
|--|---|-------------------------------|-------------------------------|--|
| NPDES Workgroup Meeting | Conference call | Thu 10/9/2014 1:30 PM | Thu 10/9/2014 4:00 PM | Meeting to discuss proposed changes to the draft permit |
| MWD Colorado Aqueduct Inspection Trip | La Verne and various locations along aqueduct | Sat 10/11/2014 7:00 AM | Sun 10/12/2014 6:00 PM | Educational tour along with Director Kilburn, Bernadette and John Allen, and Donna Matthews |
| ACWA Audit Subcommittee Conference Call | Conference call | Tue 10/14/2014 10:00 AM | Tue 10/14/2014 11:00 AM | Meeting to select auditor to be recommended to the ACWA Finance Committee |
| PGFSC Meeting and Lunch | Top of Pasadena Glen Road | Tue 10/14/2014 11:30 AM | Tue 10/14/2014 1:30 PM | "Thank you" lunch for CCC crew and meeting with various officials of CFSC, CCC and Los Angeles County Fire Department |
| EPA Webinar: Distribution System Storage Facility Inspection and Cleaning | Webinar | Wed 10/15/2014 9:00 AM | Wed 10/15/2014 2:00 PM | Best management practices for distribution system storage, facility inspection and cleaning |
| Pasadena Glen Homeowners' Meeting | Poison Oak Park | Sun 10/19/2014 12:00 PM | Sun 10/19/2014 1:00 PM | Gave report on upcoming projects and discussed rates and project funding |
| FMWD Board Meeting | La Canada | Mon 10/20/2014 3:00 PM | Mon 10/20/2014 5:00 PM | Regular FMWD board meeting. Complete agenda available at http://www.fmwd.com |
| ACWA/JPIA Human Resources Group Meeting | Rancho Cucamonga | Wed 10/22/2014 9:00 AM | Wed 10/22/2014 3:00 PM | Workshop on employee pay and benefits issues with an emphasis on the trend in health insurance and care options |
| Finance Committee Meeting | Conference Call | Wed 10/22/2014 1:30 PM | Wed 10/22/2014 2:00 PM | Meeting to approve the recommendation for an auditor to the ACWA Board |
| Region 8 meeting and Tour of San Vicente Dam | San Diego | Sun 10/26/2014 12:00 AM | Tue 10/28/2014 12:00 AM | The theme of the conference was "local paths to reliability" and included panels on recycled water and desalination projects |
| Public Water Agency Group | Rowland Heights | Wed 10/29/2014 11:00 AM | Wed 10/29/2014 2:30 PM | Discussion on new legislation affecting water agencies including water conservation |

III. System and Facility Activities and Incidents

- A. **Well Water Level** – Static water level was measured at the K-3, Wilcox, Shaw and Brown wells. There was no significant difference in levels as compared to the measurements in October of 2013.
- B. **Generator and Portable Pump Maintenance/Testing** – Monthly scheduled testing and maintenance were performed. No problems were found.
- C. **Tank Maintenance** – Utility Service Company inspected our 5 steel tanks. The exterior coatings are still in good condition. The interior coatings will be inspected at the next scheduled washout. Ladders, hatches, vent screens, overflow pipes and hatches were found to be in good condition and there was no evidence of leaks, vandalism or security issues. There was no evidence of foreign matter or significant sediment in the tanks. The level indicator and float system at East Tank will be scheduled for repair in the near future.

IV. Informational Items

- A. **WATER BOND** – Proposition 1 passed with 67.1% of the vote and authorizes \$7.545 billion in general obligation bonds for water supply infrastructure projects, including surface and groundwater storage, ecosystem and watershed protection and restoration, recycled water projects and drinking water protection. The proceeds will be distributed through various state agencies on a competitive project basis to local agencies and groups of agencies over the next few decades. The annual cost will average \$360 million over 40 years.

Although the KID is unlikely to be eligible as a direct recipient for any of our projects, there will be a significant indirect benefit by improvement projects in the local and statewide water infrastructure. Any projects that help replenish the Raymond Basin will be very beneficial to the District.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
OCTOBER 21, 2014**

MEMBERS PRESENT: Chair - President Gerrie Kilburn
Directors - Griffith, Eldridge, Johnson, Sorell

STAFF PRESENT: Melvin Matthews, General Manager
Chris Burt, Facilities Supervisor
Shirley Burt, Administrative Assistant & Secretary to the Board

CALL TO ORDER:

The meeting was called to order by the Chair, Gerrie Kilburn, at 1930 hours. She declared a quorum was present. The Agenda was approved as presented.

PUBLIC COMMENT: No persons desired to speak.

**DISCUSSION OF PROPOSAL FROM SOUTHERN CALIFORNIA GAS COMPANY FOR INSTALLATION OF
ADVANCED METER DATA COLLECTION UNIT ON DISTRICT PROPERTY:**

Dennis Lord, representative from the Southern California Gas Company, presented a written proposal to acquire an easement for the installation of a network communication facility at the Vosburg Reservoir Site. The installation would involve a 31 foot steel pole with a data collector unit cabinet, two antennas and one solar panel attached. The easement area would involve a 6 foot circle and the Company would give the District a one-time payment of \$3,000.

It was M/S/C-(Sorell/Johnson)

“That the Board grant this easement and that the General Manager has the appropriate Easement and Quit Claim documents prepared for signature.”

Directors Eldridge, Griffith, Johnson, Kilburn and Sorell voted Aye.

RESOLUTION 2014-10-21A WATER CONSERVATION PROGRAM – Adding Article 19 and Appendix L to the Rules and Regulations of the Kinneloa Irrigation District.

The document was reviewed and it was noted by the General Manager that Kinneloa is required to have a Water Conservation Program in place but that the Board could make changes to the document anytime in the future.

It was M/S/C-(Griffith/Sorell)

“That the Board approve Resolution 2014-10-21A WATER CONSERVATION PROGRAM”

Directors Eldridge, Griffith, Johnson, Kilburn and Sorell voted Aye.

RESOLUTION 2014-10-21B CSDA PURCHASE CARD

The **General Manager** explained that the CSDA Purchase Card offered more advantages to Kinneloa than the current card being used.

It was M/S/C-(Eldridge/Sorell)

“That the Board authorize the General Manager to apply for the CSDA/Bank of the West Purchase Card and discontinue the Bank of America Purchase Card.”

GENERAL MANAGER’S REPORT:

The **General Manager’s report** was reviewed by the Board.

Director Griffith stated that he would like to receive more information regarding the content of the meetings that the General Manager attends.

Director Johnson stated that he would like to be informed as to any actions taken at any of the meetings.

Director Johnson inquired as to whether any further information had been obtained regarding financing opportunities and the **General Manager** stated that he had not made any further inquiries.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
OCTOBER 21, 2014**

Page 2

REVIEW OF MINUTES:

The minutes of September 16, 2014, were reviewed and approved for filing. Director Griffith requested that he be provided with the information received and sent by the General Manager in his search for information regarding Financing Opportunities.

REVIEW OF FINANCIAL REPORTS:

Director Sorell reviewed the reports for September 30, 2014, and they were accepted for filing as presented.

POSSIBLE ITEMS FOR NEXT AGENDA:

Review projects for 2015
Consider Bids for Vosburg Booster Project
Consider Loan Applications

ADJOURNMENT:

The meeting was adjourned at 2120 hours.
The next meeting will be on November 18, 2014.

Respectfully submitted,

Shirley Burt
Secretary to the Board



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

Memo

Date: November 14, 2014
To: Board of Directors
From: Mel Matthews
Subject: Financial Review for October 2014

Total Revenues for the month were \$141,702.25 as compared to the budgeted amount of \$111,166.66. Retail water sales were \$139,631.69 as compared to the budgeted amount of \$110,000.00. The total revenues for the ten months year to date were \$1,278,079.87 as compared to the budgeted amount of \$1,137,666.60 which is a favorable variance of \$140,413.27. **Total Expenses** for the month were \$82,729.42 as compared to the budgeted amount of \$85,459.14. Total expenses for the ten months year to date were \$879,131.90 as compared to the budgeted amount of \$885,891.40 which is a favorable variance of \$6,759.50. The General Ledger amounts that were significantly different than the budgeted amounts for the month are as follows:

| GL Acct. | Description | Actual | Budgeted | Difference | Comments |
|----------|------------------|----------|----------|------------|--|
| 5005 | Electricity | 7,377.49 | 9,500.00 | -2,122.51 | SCE did not bill K-3 Well this month -- will be on next month's bill |
| 6051 | Mobile Telephone | 36.99 | 125.00 | -88.01 | One line discontinued -- changed service plan |
| 6081 | Permits/Fees | 2,290.00 | 833.33 | 1,456.67 | Budgeted evenly over year -- LA County Flood Control permit deposit |

Net Income was \$58,972.83 as compared to the budgeted amount of \$25,707.52 which is a favorable variance of \$33,265.31. Net income for the ten months year to date was \$398,947.97 as compared to the budgeted amount of \$251,775.20 which is a favorable variance of \$147,172.77. There were \$11,773.12 in **Other Expenditures** for the Vosburg Booster replacement project and electrical equipment. The year to date amount spent for projects and equipment is \$131,730.97. The total budgeted amount for 2014 projects is \$129,300.00. The projects performed and the scheduling of the projects is contingent on available reserve funds and the amount of the net surplus to be retained for future major projects.

Total cash in our checking and reserve accounts excluding Pasadena Glen Fire Safe Council funds is \$1,383,753.69 as of October 31, 2014. The net increase in cash for the month was \$58,778.78 and year to date increase is \$256,893.36.

Kinneloa Irrigation District
Income Statement for the Ten Months Ending October 31, 2014

| | Current Month Actual | Current Month Budget | Year to Date Actual | Year to Date Budget |
|-------------------------------------|-------------------------|-------------------------|------------------------|------------------------|
| Revenues | | | | |
| 4000 Water Sales | 139,631.69 | 110,000.00 | 1,237,901.82 | 1,051,000.00 |
| 4015 Wholesale Water Sales | 0.00 | 0.00 | 0.00 | 75,000.00 |
| 4020 Service/Installation Charges | 1,212.14 | 833.33 | 29,360.18 | 8,333.30 |
| 4025 Asset Sale/Miscellaneous | 0.00 | 0.00 | 350.00 | 0.00 |
| 4035 Interest-Reserve Fund | 619.21 | 333.33 | 5,482.83 | 3,333.30 |
| 4050 Capacity Charge | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 4070 Misc. Income | 239.21 | 0.00 | 1,985.04 | 0.00 |
| Total Revenues | 141,702.25 | 111,166.66 | 1,278,079.87 | 1,137,666.60 |
| Expenses | | | | |
| 5005 Electricity | 7,377.49 | 9,500.00 | 96,270.44 | 93,000.00 |
| 5010 Maintenance Supplies | 1,122.32 | 2,000.00 | 23,264.51 | 21,000.00 |
| 5011 Material and Labor for Install | 7,242.00 | 833.33 | 17,646.13 | 8,333.30 |
| 5012 Safety Equipment | 0.00 | 133.33 | 74.67 | 1,333.30 |
| 5015 Operations & Maintenance Labor | 13,047.13 | 12,916.67 | 123,860.37 | 129,166.70 |
| 5016 Operations & Maintenance OT | 1,880.01 | 1,166.67 | 16,878.21 | 11,666.70 |
| 5020 Stand-by Compensation | 660.00 | 625.00 | 6,180.00 | 6,250.00 |
| 5022 Training/Certification | 0.00 | 133.33 | 260.00 | 1,333.30 |
| 5025 Water Treatment/Analysis | 1,521.60 | 1,833.33 | 15,924.72 | 18,333.30 |
| 5030 Maintenance Contractors | 10,924.42 | 10,416.67 | 143,849.63 | 104,166.70 |
| 5034 Equipment Maintenance | 315.00 | 833.33 | 6,398.07 | 8,333.30 |
| 5035 Vehicle Maintenance | 0.00 | 500.00 | 5,526.57 | 5,000.00 |
| 5036 Fuel - All Equipment | 804.12 | 1,000.00 | 12,645.99 | 13,000.00 |
| 5045 Insurance-Workers Compensation | 0.00 | 0.00 | 6,988.84 | 9,000.00 |
| 5046 Insurance-Liability | 1,180.91 | 1,833.33 | 6,733.77 | 18,333.30 |
| 5048 Insurance-Property | 180.83 | 208.33 | 1,430.06 | 2,083.30 |
| 5049 Insurance-Medical | 6,049.54 | 5,951.25 | 60,495.40 | 59,512.50 |
| 6000 Engineering Services | 0.00 | 3,750.00 | 31,973.45 | 37,500.00 |
| 6005 Watermaster Services | 900.58 | 1,000.00 | 8,878.34 | 10,000.00 |
| 6015 Administrative Salary | 10,523.00 | 10,833.33 | 104,198.20 | 108,333.30 |
| 6017 Administrative Travel | 159.21 | 250.00 | 2,209.81 | 2,500.00 |
| 6020 BofD Compensation | 300.00 | 400.00 | 2,900.00 | 4,800.00 |
| 6021 Administrative & Board Expense | 0.00 | 104.17 | 624.97 | 1,041.70 |
| 6022 BofD-Election | 0.00 | 0.00 | 11,790.38 | 12,500.00 |
| 6024 Customer/Public Info. Prog. | 0.00 | 125.00 | 66.76 | 1,250.00 |
| 6025 PERS - KID | 1,963.57 | 1,833.33 | 17,015.29 | 18,333.30 |
| 6030 Social Security - KID | 2,598.08 | 2,583.33 | 24,687.34 | 25,833.30 |
| 6035 Office/Computer Supplies | 150.99 | 583.33 | 3,632.21 | 5,833.30 |
| 6036 Postage/Delivery | 435.77 | 416.67 | 3,245.27 | 4,166.70 |
| 6040 Professional Dues | 782.89 | 625.00 | 7,728.96 | 6,250.00 |
| 6045 Legal Services | 0.00 | 1,250.00 | 3,993.04 | 12,500.00 |
| 6050 Telephone | 337.96 | 333.33 | 3,552.14 | 3,333.30 |
| 6051 Mobile Telephone | 36.99 | 125.00 | 724.27 | 1,250.00 |
| 6052 Pagers | 21.96 | 20.00 | 209.47 | 200.00 |
| 6053 Internet Service | 55.00 | 83.33 | 837.64 | 833.30 |
| 6059 Computer/Software Maintenance | 595.43 | 750.00 | 3,884.09 | 7,500.00 |
| 6061 Office Equipment Maintenance | 0.00 | 83.33 | 276.49 | 833.30 |
| 6065 Accounting Services | 0.00 | 0.00 | 6,200.00 | 7,000.00 |
| 6070 Office & Accounting Labor | 7,551.59 | 6,946.25 | 68,693.42 | 69,462.50 |
| 6075 Outside Services | 732.40 | 1,666.67 | 8,283.09 | 16,666.70 |
| 6080 Administrative Fees | 600.84 | 604.17 | 5,987.00 | 6,041.70 |
| 6081 Permits/Fees | 2,290.00 | 833.33 | 8,994.79 | 8,333.30 |
| 6120 Bank Service Charges | 387.79 | 375.00 | 4,118.10 | 3,750.00 |
| Total Expenses | 82,729.42 | 85,459.14 | 879,131.90 | 885,891.40 |
| Net Income | 58,972.83 | 25,707.52 | 398,947.97 | 251,775.20 |

Kinneloa Irrigation District
Income Statement for the Ten Months Ending October 31, 2014

| | Current Month Actual | Current Month Budget | Year to Date Actual | Year to Date Budget |
|-------------------------------------|-------------------------|-------------------------|------------------------|------------------------|
| Other Expenditures | | | | |
| 1504 Water Mains | 0.00 | 0.00 | 39,605.22 | 25,000.00 |
| 1509 Wilcox Well/Wilcox Booster | 0.00 | 0.00 | 0.00 | 10,300.00 |
| 1511 Water Treatment Plant | 0.00 | 0.00 | 0.00 | 6,000.00 |
| 1512 Water Meters | 0.00 | 416.67 | 573.10 | 4,166.70 |
| 1513 Electrical/Electronic Equip. | 4,303.12 | 2,083.33 | 15,309.77 | 20,833.30 |
| 1514 Computer/Office Equipment | 0.00 | 416.67 | 2,132.30 | 4,166.70 |
| 1516 Water Company Facilities | 0.00 | 1,000.00 | 5,672.00 | 10,000.00 |
| 1526 Vosburg Booster | 7,470.00 | 0.00 | 56,727.80 | 25,000.00 |
| 1527 SCADA Equipment | 0.00 | 1,083.33 | 10,008.74 | 10,833.30 |
| 1530 Tools | 0.00 | 250.00 | 1,702.04 | 2,500.00 |
| Total Other Expenditures | 11,773.12 | 5,250.00 | 131,730.97 | 118,800.00 |
| Total Increase or (Drawdown) | 47,199.71 | 20,457.52 | 267,217.00 | 132,975.20 |

Kinneloa Irrigation District
Balance Sheet
October 31, 2014

ASSETS

Current Assets

| | | |
|------|--------------------------------|---------------|
| 1010 | Checking-Wells Fargo Bank | \$ 295,905.01 |
| 1011 | Checking-PGFSC | 40,902.61 |
| 1012 | Reserve Fund-LAIF | 118,538.35 |
| 1014 | Reserve Fund-CalTRUST | 969,310.33 |
| 1015 | Accr. Int./Price Adj.-CalTRUST | 905.32 |
| 1016 | Accrued Interest-LAIF | 38.81 |
| 1100 | Accts. Receivable-Water Sales | 39,585.38 |
| 1101 | Accts. Receiv.-Service Charges | 345.89 |
| 1190 | Allowance for Bad Debts | (771.48) |
| 1200 | Inventory | 20,000.00 |
| 1340 | Accrued Water Sales | 139,318.92 |
| 1350 | Prepaid Insurance | 12,280.77 |
| 1360 | Prepaid Expenses | 16,804.88 |
| | | 1,653,164.79 |
| | Total Current Assets | 1,653,164.79 |

Property and Equipment

| | | |
|------|-------------------------------|-----------------|
| 1501 | Water Rights | 52,060.41 |
| 1503 | Land Sites | 96,700.08 |
| 1504 | Water Mains | 2,463,422.24 |
| 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 | 78,941.79 |
| 1513 | Electrical/Electronic Equip. | 261,214.32 |
| 1514 | Computer/Office Equipment | 62,204.83 |
| 1515 | Vehicles & Portable Equipment | 222,084.16 |
| 1516 | Water Company Facilities | 65,751.20 |
| 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 | 86,121.80 |
| 1527 | SCADA Equipment | 236,593.65 |
| 1528 | Tanks and Reservoirs | 97,944.39 |
| 1529 | Holly Tanks | 181,113.76 |
| 1530 | Tools | 6,811.57 |
| 1600 | Accum. Depreciation | (3,447,963.12) |
| | | 4,223,810.85 |
| | Total Property and Equipment | 4,223,810.85 |
| | Total Assets | \$ 5,876,975.64 |

Kinneloa Irrigation District
Balance Sheet
October 31, 2014

LIABILITIES AND CAPITAL

Current Liabilities

| | | | |
|------|-------------------------------|--------------|-----------|
| 2000 | Accounts Payable | \$ 30,162.24 | |
| 2011 | Accounts Payable PGFSC | 152.23 | |
| 2210 | Soc.Sec./Medicare Tax Payable | (0.01) | |
| 2272 | Job Deposits | 311.00 | |
| 2274 | PGFSC Grant | 40,750.38 | |
| 2290 | Accrued Vacation | 17,933.70 | |
| | | | |
| | Total Current Liabilities | | 89,309.54 |

Long-Term Liabilities

| | | | |
|--|-----------------------------|--|-----------|
| | Total Long-Term Liabilities | | 0.00 |
| | | | |
| | Total Liabilities | | 89,309.54 |

Capital

| | | | |
|------|-----------------------------|--------------|-----------------|
| 3040 | Fund Balance | 5,382,953.13 | |
| 3900 | Prior Year Adjustments | 5,765.00 | |
| | Net Income | 398,947.97 | |
| | | | |
| | Total Capital | | 5,787,666.10 |
| | | | |
| | Total Liabilities & Capital | | \$ 5,876,975.64 |
| | | | |

Kinneloa Irrigation District
Statement of Cash Flow
For the Ten Months Ended October 31, 2014

| | Current Month | Year to Date |
|---|---------------------|----------------------|
| Cash Flows from Operating Activities | | |
| Net Income | \$ 58,972.83 | \$ 398,947.97 |
| <i>Adjustments to reconcile net income to net cash provided by operating activities</i> | | |
| 1100 Accts. Receivable-Water Sales | 17,029.13 | 8,979.26 |
| 1101 Accts. Receiv.-Service Charges | (300.00) | (77.12) |
| 1350 Prepaid Insurance | 1,361.74 | (2,250.53) |
| 1360 Prepaid Expenses | (6,749.79) | (1,967.02) |
| 2000 Accounts Payable | 1,029.18 | (55,496.89) |
| 2011 Accounts Payable PGFSC | 0.00 | (268.77) |
| 2210 Soc.Sec./Medicare Tax Payable | (0.01) | (0.01) |
| 2260 Med./Dental-Withhold-Employee | 0.00 | 78.57 |
| 2272 Job Deposits | 0.00 | 311.00 |
| 2274 PGFSC Grant | (791.18) | 40,367.87 |
| | 11,579.07 | (10,323.64) |
| Net Cash Provided by Operations | 70,551.90 | 388,624.33 |
| Cash Flows from Investing Activities | | |
| <i>Used for</i> | | |
| 1504 Water Mains | 0.00 | (39,605.22) |
| 1512 Water Meters | 0.00 | (573.10) |
| 1513 Electrical/Electronic Equip. | (4,332.88) | (15,339.53) |
| 1514 Computer/Office Equipment | 0.00 | (2,132.30) |
| 1516 Water Company Facilities | 0.00 | (5,672.00) |
| 1526 Vosburg Booster | (7,470.00) | (56,727.80) |
| 1527 SCADA Equipment | 0.00 | (10,008.74) |
| 1530 Tools | 0.00 | (1,702.04) |
| | (11,802.88) | (131,760.73) |
| Net Cash Used in Investing | (11,802.88) | (131,760.73) |
| Cash Flows from Financing Activities | | |
| <i>Proceeds from</i> | | |
| <i>Used for</i> | | |
| Net Cash Used in Financing | 0.00 | 0.00 |
| Net Increase (Decrease) in Cash | \$ 58,749.02 | \$ 256,863.60 |
| Summary | | |
| Cash Balance at End of Period | \$ 1,564,919.35 | \$ 1,564,919.35 |
| Cash Balance at Beg. of Period | (1,506,140.57) | (1,308,025.99) |
| Net Increase (Decrease) in Cash | \$ 58,778.78 | \$ 256,893.36 |

Kinneloa Irrigation District
Check Register
For the Period from October 1, 2014 to October 31, 2014

| Date | Check # | Payee | Amount | Description |
|-------------|----------------|-------------------------------------|---------------|---|
| 10/7/14 | EFT2232 | Bank of America Business Card | 4,504.11 | see attached schedule - August |
| 10/7/14 | EFT2233 | VOID | | EFT2232 descriptions overprinted EFT2233 |
| 10/7/14 | 7739 | ACWA/JPIA | 2,763.00 | 3rd quarter 2014 workers' compensation |
| 10/7/14 | 7740 | ACWA/JPIA | 7,136.32 | November health insurance - KID/employee |
| 10/7/14 | 7741 | American Messaging Services | 21.96 | paggers |
| 10/7/14 | 7742 | AmeriPride Services | 56.80 | shop towel service |
| 10/7/14 | 7743 | Consolidated Electrical Distributor | 480.24 | phase relays Euc. booster; cell repeaters 3 sites |
| 10/7/14 | 7744 | Eurofins Eaton Analytical, Inc. | 105.60 | water sample analysis |
| 10/7/14 | 7745 | LA County Dept Public Works | 2,000.00 | plan review/inspection flood permit deposit |
| 10/7/14 | 7746 | McMaster Carr | 418.42 | Cl2 maint, unicolor, equip and facility maint. suppli |
| 10/7/14 | 7747 | Red Supply | 89.63 | ball valves |
| 10/7/14 | 7748 | SC Fuels | 1,102.05 | deep well lubricating oil |
| 10/7/14 | 7749 | Specialty Services | 300.00 | janitorial service |
| 10/7/14 | 7750 | Ueware, Inc. | 3,600.00 | Utility Star annual support/maint/hosting/db servic |
| 10/7/14 | 7751 | Utility Service Co., Inc. | 4,053.70 | tank maintenance agreement |
| 10/7/14 | 7752 | Western Water Works | 1,276.50 | stock parts, KCA installation parts |
| 10/15/14 | EFT2234 | Bernadette C. Allen | 966.24 | salary |
| 10/15/14 | EFT2235 | Christopher A. Burt | 2,493.18 | salary |
| 10/15/14 | EFT2236 | Shirley L. Burt | 1,466.19 | salary |
| 10/15/14 | EFT2237 | Melvin L. Matthews | 3,288.68 | salary |
| 10/15/14 | 10092966 | Brian L. Fry | 1,616.80 | salary |
| 10/15/14 | 10092967 | Felix Galindo | 393.97 | salary |
| 10/15/14 | 10092968 | Chris J. Mellinger | 463.50 | salary |
| 10/15/14 | EFT2238 | Christopher A. Burt | 150.00 | salary |
| 10/15/14 | EFT2239 | Automatic Data Processing, Inc. | 70.63 | payroll processing |
| 10/15/14 | EFT2240 | Automatic Data Processing, Inc. | 5,382.15 | withholding and taxes |
| 10/21/14 | EFT2241 | Century Business Solutions | 139.12 | banking service fee |
| 10/21/14 | EFT2242 | Arco Gaspro Plus | 804.12 | truck gas |
| 10/21/14 | EFT2243 | Calif. Public Emp. Ret. Sys. | 3,551.93 | calPERS - September KID/employee |
| 10/21/14 | EFT2244 | Century Business Solutions | 15.00 | monthly service fee |
| 10/21/14 | EFT2245 | Southern California Edison Co. | 9,075.29 | electricity |
| 10/21/14 | EFT2246 | Verizon Wireless | 57.89 | mobile phone |
| 10/21/14 | 7753 | Athens Services | 132.57 | trash pick up |
| 10/21/14 | 7754 | American Water Works Assoc. | 413.00 | membership dues 9/1/14-8/31/15 |
| 10/21/14 | 7755 | Consolidated Electrical Distributor | 3,282.51 | electrical starter/circuit upgrade Glen Res. |
| 10/21/14 | 7756 | Civiltec Engineering, Inc. | 7,470.00 | Vosburg pump station replacement |
| 10/21/14 | 7757 | Clinical Laboratory, SB | 24.00 | water sample analysis |
| 10/21/14 | 7758 | Eurofins Eaton Analytical, Inc. | 987.60 | water sample analysis |
| 10/21/14 | 7759 | Foothill Municipal Water District | 600.84 | administrative fee |
| 10/21/14 | 7760 | Melvin L. Matthews | 739.90 | mileage and expense reimbursement |

Kinneloa Irrigation District
Check Register
For the Period from October 1, 2014 to October 31, 2014

| Date | Check # | Payee | Amount | Description |
|--------------|----------------|---------------------------------|-------------------------|---|
| 10/21/14 | 7761 | Monrovia Mailing Company | 394.85 | September water statement mailing and postage |
| 10/21/14 | 7762 | Perry Thomas Construction Co. | 7,242.00 | water service install KCA |
| 10/21/14 | 7763 | Shirley Burt | 63.39 | mileage reimbursement |
| 10/31/14 | EFT2247 | Charter Communications | 317.96 | internet and telephone |
| 10/31/14 | EFT2248 | Pasadena Municipal Services | 1,468.31 | electricity |
| 10/31/14 | EFT2249 | Bernadette C. Allen | 1,066.68 | salary |
| 10/31/14 | EFT2250 | Christopher A. Burt | 2,755.22 | salary |
| 10/31/14 | EFT2251 | Shirley L. Burt | 1,572.89 | salary |
| 10/31/14 | EFT2252 | Francis J. Griffith | 92.35 | salary |
| 10/31/14 | EFT2253 | Gerrie G. Kilburn | 92.35 | salary |
| 10/31/14 | EFT2254 | Melvin L. Matthews | 3,288.69 | salary |
| 10/31/14 | EFT2255 | Steven G. Sorell | 57.35 | salary |
| 10/31/14 | 10109488 | Brian L. Fry | 1,706.78 | salary |
| 10/31/14 | 10109489 | Felix Galindo | 551.55 | salary |
| 10/31/14 | 10109490 | Chris J. Mellinger | 382.08 | salary |
| 10/31/14 | EFT2256 | Christopher A. Burt | 150.00 | salary |
| 10/31/14 | EFT2257 | Automatic Data Processing, Inc. | 76.17 | payroll processing |
| 10/31/14 | EFT2258 | Automatic Data Processing, Inc. | <u>5,856.67</u> | withholding and taxes |
| Total | | | <u>98,628.73</u> | |

**Credit Card Detail
August 2014**

(Expenses incurred in August, billed in September, due in October, paid in October.)

| Acct. No. | Account Description | Additional Description | Shirley | Mel | Brian | Chris B | Chris M | TOTAL |
|--------------|---------------------------------|---|----------|----------|------------|------------|---------|-------------------|
| 1513 | Electrical/Electronic Equipment | Euc. Res. probe telemetry Warrick fittings (3) | | | | \$1,205.74 | | \$1,205.74 |
| 1514 | Computer/Office Equipment | Surface Pro 3 Docking Station, USB key | | \$315.11 | | | | \$315.11 |
| 5010 | Maintenance Supplies | maintenance supplies; root killer, batteries | | | \$89.74 | \$446.84 | | \$536.58 |
| 5012 | Safety Equipment | | | | | | | \$0.00 |
| 5022 | Training/Certification | | | | | | | \$0.00 |
| 5025 | Water Treatment/Analysis | 40 lb. solar salt/delivery, Cl | | | \$771.55 | | | \$771.55 |
| 5035 | Vehicle Maintenance | tow service, repl'd starter 2008-02 truck; 2008-01/02 veh. bulbs, complete maint. and tire rotation 2008-01 truck, fuel cleaner | | | \$949.11 | \$278.35 | | \$1,227.46 |
| 5036 | Fuel | 2008-01 truck gas | | | | \$50.15 | | \$50.15 |
| 6017 | Adm. Travel | airport parking 8/22 | | \$10.00 | | | | \$10.00 |
| 6021 | Adm. & Bd. Exp. | lunch Sacramento 8/22 | | \$13.87 | | | | \$13.87 |
| 6035 | Office/Computer Supplies | trash bags, paper, paper towels | \$141.66 | | | | | \$141.66 |
| 6036 | Postage/Delivery | postage | \$147.00 | | | | | \$147.00 |
| 6040 | Professional Dues | | | | | | | \$0.00 |
| 6050 | Telephone | answering service September | | \$75.00 | | | | \$75.00 |
| 6051 | Mobile Phone | | | | | | | \$0.00 |
| 6053 | Internet Service | | | | | | | \$0.00 |
| 6059 | Computer/Software Maintenance | Microsoft monthly subscription | | \$9.99 | | | | \$9.99 |
| 6061 | Office Equipment Maintenance | | | | | | | \$0.00 |
| 6075 | Outside Services | | | | | | | \$0.00 |
| 6081 | Permits/Fees | | | | | | | \$0.00 |
| TOTAL | | | \$288.66 | \$423.97 | \$1,810.40 | \$1,981.08 | \$0.00 | \$4,504.11 |

Kinneloa Irrigation District - PGFSC Grant Account
Check Register
For the Period from October 1, 2014 to October 31, 2014

| Date | Check # | Payee | Amount | Description |
|-------------|----------------|----------------------------------|-----------------------------|--|
| 10/21/14 | 001037 | Kinneloa Irrigation District | 250.19 | Sept. admn., bookkeeping, reporting services |
| 10/21/14 | 001038 | Mala Arthur | 388.76 | reimb. tarps, food, drinks, supplies for CCC |
| 10/21/14 | 001039 | United Site Services of CA, Inc. | <u>152.23</u> | portable toilet rental costs |
| | Total | | <u><u>791.18</u></u> | |