

**KINNELOA IRRIGATION DISTRICT**  
**REGULAR MEETING – BOARD OF DIRECTORS**  
1999 KINCLAIR DRIVE, PASADENA, CA 91107  
TUESDAY – July 16, 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 GENERAL MANAGER’S REPORT**
  
- 4. REVIEW MINUTES** – June 18, 2013
  
- 5. REVIEW FINANCIAL REPORTS** – June 30, 2013
  
- 6. ITEMS FOR NEXT AGENDA**
  
- 7. CALENDAR** – August 20, 2013  
September 17, 2013  
October 15, 2013
  
- 8. 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>.

# General Manager's Report for the Board of Directors Meeting on July 16, 2013

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

- A. Emergency Pumps and Generators** – Normal monthly testing was completed.
- B. Leak Repair** – A 1 ½ inch galvanized steel service line on Mesaloe Lane was repaired using a stainless steel “band-aid” repair clamp at the pin-hole leak. Water to the west end of Mesaloe was shut off for about 20 minutes to facilitate the repair.

## II. Customer Information and Internet Site Statistics

### A. Delinquent Accounts –

- 20 accounts received past-due notice
- 20 accounts received late charges in the total amount of \$335.48
- 6 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					
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	5
February 2013	6,212	2,516	8
March 2013	9,161	4,473	16
April 2013	8,006	4,100	18
May 2013	6,921	3,250	23
June 2013	4,466	1,995	20
July 2013			
August 2013			
September 2013			
October 2013			
November 2013			
December 2013			
<b>Total YTD</b>	<b>40,401</b>	<b>18,624</b>	<b>90</b>

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

- A. **2014 Budget** – The process has started with the setup of the accounting system and budget spreadsheets for 2014 and the entry of year to date and forecasted year end income and expenses in the 2013 master spreadsheet and comparative information for prior years.

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

- A. **PGFSC** – The Quarterly progress report is attached as requested by Director Barkhurst.

### V. Agency and Association Update

- A. **Association of California Water Agencies (ACWA)** – I continue to serve on the finance and audit committees. This month I participated in the final review of the draft 2012 audit and the review of the second quarter financial statements.
- B. **Raymond Basin Management Board (RBMB)** – The 500 foot pumping restriction has been reinstated and it appears that the dispute with Sierra Madre regarding pumping at Arcadia's Anokia and Colorado wells and the declining water level in the Santa Anita sub-basin will be settled through a mutual agreement between the cities without further action by the RBMB board.
- C. **California Special Districts Association (CSDA)** – I continue to serve on the fiscal and audit committees. There were no meetings this month.
- 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.
- 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).

**Organizational Information:**

**1. Organization Name**

Pasadena Glen Fire Safe Council

**2. Organization Address**

<b>Address 1</b>	1766 Old Grove Rd.	<b>City</b>	Pasadena		
<b>Address 2</b>		<b>State</b>	CA	<b>Zip</b>	91107

**3. Project Contact Person**

<b>First Name</b>	Mala	<b>Last Name</b>	Arthur
<b>Phone</b>	626 7977386	<b>Fax</b>	
<b>E-mail</b>	pgfsc@yahoo.com	<b>E-mail Type</b>	HTML

**4. Administrative Contact Person**

<b>First Name</b>	Tim	<b>Last Name</b>	Eldridge
<b>Phone</b>	626.390.4984	<b>Fax</b>	
<b>E-mail</b>	tim.pgfsc@gmail.com		

**5. Type of organization**

Other (specify)

**If Other Please Specify:**

Neighborhood Association Committee

**6. Fiscal Sponsor Organization Name**

The Kinneloa Irrigation District

**7. Fiscal Sponsor Organization Address**

<b>Address 1</b>	1999 Kinclair Drive P.O. Box 5578	<b>City</b>	Pasadena		
<b>Address 2</b>		<b>State</b>	CA	<b>Zip</b>	91107-0578

**8. Fiscal Sponsor Contact Person**

<b>First Name</b>	Melvin L.	<b>Last Name</b>	Matthews
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**Phone** 626-797-6295

**Fax** 626-794-5552

**E-mail** mel@kinneloirrigationdistrict.info

**9. Fiscal Sponsor Organization Type**

Other (specify)

**If Other Please Specify:**

Irrigation District

**10. Project Name**

Thinning the Thicket

**11. Grant Number**

13UFS0120

**Project Information:**

**12. What are your greatest successes/proudest moments this grant period?**

The greatest success for this quarter involves one of our landowners, whose normal approach to the County–required fuel reduction has been to ignore the requirements and citations and wait for the County crews to clear his land, usually in late August. The landowner owns 5 lots at the top of the canyon, which all previously had homes on them, burned in the 1993 Altadena fire. Because of our "Meet the Inspector" program last year (held on his land), our landowner received precise information about the requirements and received a list of suggested vendors, and thus has his fuel reduction process complete as of May 20. This success is especially important because the 5 lots may act as a fire "gateway" into our canyon from the Angeles National Forest, so having them cleared this early in the fire season may save our entire community later this year.

In addition, due to information from various FSC–related sources, I've been able to keep our community informed about the extreme fire danger. As a result more fuel reduction has been completed already than has historically happened until July.

There has been photo monitoring of some of the projects (complete and proposed).

Neighbors are getting used to the process for submitting hours for doing the work, and are working to do that in a timely manner. I plan to have them submit this info every year whether a grant year or not, both for historic records and so that behavior does not have to change year–to–year.

In areas not directly related to deliverables, our Fire Safe Council has built a stronger connection with surrounding communities via the KID Board. Working on the MOU and RTA and within that context discussing the goals, deliverables and methods of FSCs has interested the nearby neighbors in expanding our program, or perhaps creating their own with mentoring from PGFSC. Because of this one of our educational programs later in the grant period may involve neighbors from the larger area rather than just our 55 homes. (We will need support from the other HOAs and POAs to do this, and cooperation from Eaton Canyon Golf Course, owned and operated by LA Co. Details will be assessed at a later date.)

**13. Will you complete your project by the end of the grant term?**

**If not, what are barriers to completion?**

The end of February is an awkward time to end this grant, as it's right in the middle of fuel–reduction time. Although we could just disallow all fuel reduction for early 2015 and state that the project is complete, the requirements and results will not be as safe, satisfying or comprehensive as they would be if the completed fuel reduction for spring 2015 could be included. Having two cycles of

fuel–reduction in the wildland (spring 2014 and spring 2015) would make a huge difference, since it's likely that invasive or non–native weeds and grasses will sprout in the areas where fuel was reduced the year before. If the fuel reduction support only covers one spring, it will be much less effective. However we understand the restrictions due to regulations and will comply.

**14. Are you projecting any budget changes from your original budget?**

**If so, why and what's the dollar amount involved?**

Our total budget should remain the same.

The items within the budget will have different dollars allocated to them for several reasons:

- 1) we need to pay our bookkeeper, who will receive \$960/quarter for Q2–7, plus Q8 for \$1280 (4 months) for a total of \$7040
- 2) we did not hold "Meet the Inspector" this spring due to lack of response from new inspector and early fuel reduction by residents, so one less educational event
- 3) since permanent signs are strongly objected to here, we will create and store temporary emergency signage for evacuation routes. Total cost will be more, \$1500 up from \$1000.
- 4) although all fuel reduction categories must be reduced a little to provide money for the bookkeeper, the tree trimming and removal will be reduced less because we need to deal with the polyphagous shot–hole borer infestation in our sycamores, willows, alders and castor bean. We were not aware of this situation during grant application time.

In dollars for deliverables:

Workshop/Training Sessions down from \$700 to \$560 (not doing 2013 Meet Inspector, will use more matching)

Outreach/Educational Program down from \$1500 to \$1100 (will use more matching)

Educational/Informational Packets down from \$3000 to \$2500 (will do some online and use templates rather than custom)

Lop & Scatter down from \$29,000 to \$26,500

Thinning down from \$15,000 to \$12,500

Tree Felling, Removal and Trimming down from \$14,000 to \$13,000

Total Reduction \$7040, which covers bookkeeper

In dollars for supplies:

Professional Copying/Printing of Educational Materials down from \$3000 to \$2750 (will do some online and have individuals contribute in–kind printing)

Mailing costs down \$2000 to \$1750 (will do some distribution online, will hand–deliver some)

Total reduction \$500, which covers additional \$500 for signs

**15. Are you projecting any other changes to your project?**

**If so, what's the change and why?**



**Budget:**

16. Budget

Cost Categories	Original Budget	Quarterly Payments to Grantee & Transactions by Grantee						Total
		Q1	Q2	Q3	Q4	Q5	Q6	
	Enter Quarterly Payments Received	\$0	\$0	\$0	\$0	\$0	\$0	\$0
a. Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
b. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
c. Travel	\$299	\$0	\$0	\$0	\$0	\$0	\$0	\$0
d. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
e. Supplies	\$8701	\$0	\$0	\$0	\$0	\$0	\$0	\$0
f. Contractual	\$68000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
g. Other	\$8000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
h. Total Direct Costs (sum of a – g)	\$85000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
i. Indirect Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Thinning the Thicket | 13UFS0120

j. Project Total (sum of h – i)	\$85000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Surplus (Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
k. Program Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
l. Cost Sharing/Match	\$0	\$15303	\$0	\$0	\$0	\$0	\$0	\$15303

**Accomplishments:**

17. Accomplishments

Project Category	Total Projected Units	Quarterly Accomplishments						Total Actual Units
		Q1	Q2	Q3	Q4	Q5	Q6	
<b>Community Assessment/Wildfire Planning</b>								
Estimate the number of community risk assessments you are planning	0	0	0	0	0	0	0	0
Number of community wildfire protection plans being developed	0	0	0	0	0	0	0	0
<b>Information and Education</b>								
Number of fire education community workshops/training sessions presented	2	0	0	0	0	0	0	0
Number of outreach/education programs	2	0	0	0	0	0	0	0
Number of education/information products generated	2	0	0	0	0	0	0	0
Photo monitoring of projects	1	1	0	0	0	0	0	1
<b>Fuel Treatment Acres Accomplished</b>								
Preparation for Treatment	15	0	0	0	0	0	0	0

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Mechanical Treatment		0	0	0	0	0	0	0
Prescribed Fire		0	0	0	0	0	0	0
Other Treatment (Chemical, Biological or Browsing)		0	0	0	0	0	0	0
<b>Values Protected</b>								
Estimate the number of homes protected by your project	94	0	0	0	0	0	0	0
Estimate the number of community members protected by your project	250	0	0	0	0	0	0	0
Estimate the value of property protected by your project	107000000	0	0	0	0	0	0	0
What is the condition class of your project area?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
KINNELOA IRRIGATION DISTRICT  
JUNE 18, 2013**

**MEMBERS PRESENT:** Directors Barkhurst, Eldridge, Kilburn and Sorell  
Director Griffith had given the Board prior notice  
of his absence from this meeting.

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

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

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

**GENERAL MANAGER'S REPORT:**

The General Manager reviewed his report as included in the Board Packet.  
**Director Barkhurst** requested that the approved quarterly reports of the  
Pasadena Glen Fire Safe Council be included in the Board Packet.

**REVIEW OF MINUTES:**

The minutes of May 21, 2013, were approved for filing as presented.

**REVIEW OF FINANCIAL REPORTS:**

The reports for May 31, 2013, were reviewed and accepted for filing as presented.  
**Director Barkhurst** expressed concern regarding the decrease in wholesale water sales for the  
year to date and the impact that could have on the building of the reserve fund and the funding  
of Capital Projects.

**ITEMS FOR NEXT AGENDA:**

There were no items proposed for the next meeting.  
The General Manager requested that the Board plan for a Budget Meeting in August.

**ADJOURNMENT:**

The meeting was adjourned at 2000 hours.  
The next meeting will be on July 16, 2013, at 7:30 P.M.

Respectfully submitted,

Shirley Burt  
Secretary to the Board



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 WEBSITE: kinneloairrigationdistrict.info

# Memo

Date: July 11, 2013  
 To: Board of Directors  
 From: Mel Matthews  
 Subject: Financial Review for June 2013

**Total Revenues** were \$130,940.78 with retail water sales of \$126,422.47 which exceeded the budgeted amount of \$110,000.00. Deliveries of wholesale water to Pasadena were \$3,104.60 as compared to the budgeted amount of \$30,000.00. No further sales to Pasadena are anticipated in the near future. Overall revenues for the year to date are \$638,317.37 as compared to the budgeted amount of \$670,999.96. **Total Expenses** were \$66,061.93 as compared to the budgeted amount of \$87,044.98. 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	126,422.47	110,000.00	16,422.47	Increased customer demand
4015	Wholesale Water	3,104.60	30,000.00	-26,895.40	Deliveries reduced due to increased customer demand
5016	Operations Overtime	1,268.46	833.33	435.13	Ops. changes due to SCE time-of-use/K3 Chlorine Leak/SCADA comm. failure
5030	Maintenance Contractors	5,263.82	10,416.67	-5,152.85	Invoice for Mesaloea leak repair in the amount of \$3,393.76 is dated 7/1/2013
6000	Engineering Services	600.00	3,750.00	-3,150.00	Project schedule has been delayed by engineers' work load

**Net Income** was \$64,878.85 as compared to a budgeted amount of \$54,121.68. There was \$3,640.46 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 \$104,843.08 is substantially less than the budgeted amount of \$196,300.00. 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.

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 \$889,005.92 as of June 30, 2013. The net increase in cash for the month was \$50,273.08.11 and the total increase of cash for the year to date is \$121,702.91.

**Kinneloa Irrigation District**  
**Income Statement for the Six Months Ending June 30, 2013**

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
<b>Revenues</b>				
4000 Water Sales	126,422.47	110,000.00	597,002.73	514,000.00
4015 Wholesale Water Sales	3,104.60	30,000.00	33,324.87	150,000.00
4020 Service/Installation Charges	1,141.89	833.33	6,218.23	4,999.98
4035 Interest-Reserve Fund	271.82	333.33	1,771.54	1,999.98
<b>Total Revenues</b>	<b>130,940.78</b>	<b>141,166.66</b>	<b>638,317.37</b>	<b>670,999.96</b>
<b>Expenses</b>				
5005 Electricity	9,451.33	11,600.00	49,411.14	48,000.00
5010 Maintenance Supplies	506.14	1,666.67	12,561.35	10,000.02
5011 Material and Labor for Install	0.00	833.33	5,210.10	4,999.98
5012 Safety Equipment	0.00	133.33	571.77	799.98
5015 Operations & Maintenance Labor	11,102.99	12,916.67	71,103.28	77,500.02
5016 Operations & Maintenance OT	1,268.46	833.33	6,554.79	4,999.98
5020 Stand-by Compensation	690.00	625.00	3,780.00	3,750.00
5022 Training/Certification	0.00	133.33	320.00	799.98
5025 Water Treatment/Analysis	274.80	1,833.33	6,476.73	10,999.98
5030 Maintenance Contractors	5,263.82	10,416.67	25,194.10	62,500.02
5034 Equipment Maintenance	0.00	833.33	5,667.34	4,999.98
5035 Vehicle Maintenance	403.17	500.00	1,383.78	3,000.00
5036 Fuel - All Equipment	862.32	1,250.00	6,729.09	7,500.00
5045 Insurance-Workers Compensation	2,857.00	3,000.00	(841.67)	6,000.00
5046 Insurance-Liability	1,249.00	1,833.33	3,915.62	10,999.98
5048 Insurance-Property	180.00	208.33	308.87	1,249.98
5049 Insurance-Medical	5,510.44	3,833.33	33,062.64	22,999.98
6000 Engineering Services	600.00	3,750.00	2,975.00	22,500.00
6005 Watermaster Services	878.38	1,000.00	4,454.65	6,000.00
6015 Administrative Salary	10,316.64	10,833.33	61,899.84	64,999.98
6016 Administrative Bonus	0.00	0.00	2,500.00	0.00
6017 Administrative Travel	212.72	416.67	761.64	2,500.02
6020 BofD Compensation	400.00	400.00	2,300.00	2,800.00
6021 Administrative & Board Expense	50.00	208.33	113.86	1,249.98
6024 Customer/Public Info. Prog.	0.00	250.00	68.13	1,500.00
6025 PERS - KID	1,289.57	1,250.00	8,043.70	7,500.00
6030 Social Security - KID	2,280.08	2,416.67	14,305.26	14,500.02
6035 Office/Computer Supplies	97.31	750.00	2,448.34	4,500.00
6036 Postage/Delivery	336.12	500.00	1,410.16	3,000.00
6040 Professional Dues	574.25	625.00	3,445.50	3,750.00
6045 Legal Services	866.27	1,250.00	1,684.87	7,500.00
6050 Telephone	330.61	333.33	2,259.42	1,999.98
6051 Mobile Telephone	89.43	166.67	787.80	1,000.02
6052 Pagers	19.00	20.00	114.00	120.00
6053 Internet Service	84.94	125.00	635.62	750.00
6059 Computer/Software Maintenance	47.88	750.00	926.34	4,500.00
6061 Office Equipment Maintenance	0.00	83.33	0.00	499.98
6065 Accounting Services	0.00	0.00	6,200.00	6,000.00
6070 Office & Accounting Labor	6,027.01	6,500.00	38,859.21	39,000.00
6075 Outside Services	716.66	1,666.67	5,287.66	10,000.02
6080 Administrative Fees	579.44	583.33	3,174.78	3,499.98
6081 Permits/Fees	287.00	416.67	6,538.22	2,500.02
6120 Bank Service Charges	359.15	300.00	2,116.13	1,800.00
<b>Total Expenses</b>	<b>66,061.93</b>	<b>87,044.98</b>	<b>404,719.06</b>	<b>495,069.88</b>
<b>Net Income</b>	<b>64,878.85</b>	<b>54,121.68</b>	<b>233,598.31</b>	<b>175,930.08</b>

**Kinneloa Irrigation District**  
**Income Statement for the Six Months Ending June 30, 2013**

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
<b>Other Expenditures</b>				
1504 Water Mains	0.00	0.00	4,967.70	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	3,640.46	1,800.00	24,080.83	21,200.00
1513 Electrical/Electronic Equip.	0.00	2,083.33	0.00	12,499.98
1514 Computer/Office Equipment	0.00	416.67	0.00	2,500.02
1516 Water Company Facilities	0.00	1,000.00	0.00	6,000.00
1522 Eucalyptus Booster Station	0.00	0.00	32,053.67	30,000.00
1526 Vosburg Booster	0.00	0.00	8,349.00	25,000.00
1527 SCADA Equipment	0.00	1,250.00	19,068.24	7,500.00
1530 Tools	0.00	200.00	0.00	1,200.00
<b>Total Other Expenditures</b>	<b>3,640.46</b>	<b>6,750.00</b>	<b>104,843.08</b>	<b>196,300.00</b>
<b>Total Increase or (Drawdown)</b>	<b>61,238.39</b>	<b>47,371.68</b>	<b>128,755.23</b>	<b>(20,369.92)</b>



**Kinneloa Irrigation District**  
**Balance Sheet**  
**June 30, 2013**

**ASSETS**

**Current Assets**

1010	Checking-Wells Fargo Bank	\$ 311,062.45
1011	Checking-PGFSC	161.09
1012	Reserve Fund-LAIF	118,109.25
1014	Reserve Fund-CalTRUST	459,834.22
1015	Accr. Int./Price Adj.-CalTRUST	3,132.81
1016	Accrued Interest-LAIF	127.49
1100	Accts. Receivable-Water Sales	38,598.24
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	123,354.66
1350	Prepaid Insurance	3,753.49
1360	Prepaid Expenses	11,058.26

Total Current Assets

1,088,420.48

**Property and Equipment**

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	2,407,335.12
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	224,602.51
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

4,326,057.58

Total Assets

\$ 5,414,478.06

**Kinneloa Irrigation District**  
**Balance Sheet**  
**June 30, 2013**

**LIABILITIES AND CAPITAL**

**Current Liabilities**

2000	Accounts Payable	\$ 15,857.79	
2271	Deposits-Construction Meters	850.00	
2272	Job Deposits	1,000.00	
2274	PGFSC Grant	161.09	
2290	Accrued Vacation	15,931.70	
	Total Current Liabilities		33,800.58

**Long-Term Liabilities**

2400	Truck Loan Payable	18,979.47	
	Total Long-Term Liabilities		18,979.47
	Total Liabilities		52,780.05

**Capital**

3040	Fund Balance	5,126,947.39	
3900	Prior Year Adjustments	5,765.00	
	Net Income	228,985.62	
	Total Capital		5,361,698.01
	Total Liabilities & Capital		\$ 5,414,478.06

**Kinneloa Irrigation District**  
**Statement of Cash Flow**  
**For the Six Months Ended June 30, 2013**

	Current Month	Year to Date
<b>Cash Flows from Operating Activities</b>		
Net Income	\$ 64,878.85	\$ 233,598.31
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	(4,519.76)	4,859.36
1350 Prepaid Insurance	1,429.00	7,406.08
1360 Prepaid Expenses	1,739.63	(614.02)
2000 Accounts Payable	(10,913.27)	(20,368.70)
2271 Deposits-Construction Meters	850.00	850.00
2272 Job Deposits	350.00	653.87
2274 PGFSC Grant	99.09	161.09
	<hr/>	<hr/>
Total Adjustments	(10,965.31)	(7,052.32)
	<hr/>	<hr/>
<b>Net Cash Provided by Operations</b>	<b>53,913.54</b>	<b>226,545.99</b>
	<hr/>	<hr/>
<b>Cash Flows from Investing Activities</b>		
<i>Used for</i>		
1504 Water Mains	0.00	(4,967.70)
1509 Wilcox Well/Wilcox Booster	0.00	(10,544.16)
1511 Water Treatment Plant	0.00	(5,779.48)
1512 Water Meters	(3,640.46)	(24,080.83)
1522 Eucalyptus Booster Station	0.00	(32,053.67)
1526 Vosburg Booster	0.00	(8,349.00)
1527 SCADA Equipment	0.00	(19,068.24)
	<hr/>	<hr/>
Net Cash Used in Investing	(3,640.46)	(104,843.08)
	<hr/>	<hr/>
<b>Cash Flows from Financing Activities</b>		
<i>Proceeds from</i>		
<i>Used for</i>		
	<hr/>	<hr/>
Net Cash Used in Financing	0.00	0.00
	<hr/>	<hr/>
<b>Net Increase (Decrease) in Cash</b>	<b>\$ 50,273.08</b>	<b>\$ 121,702.91</b>
	<hr/>	<hr/>
<b>Summary</b>		
Cash Balance at End of Period	\$ 1,015,781.97	\$ 1,015,781.97
Cash Balance at Beg. of Period	(965,508.89)	(894,079.06)
	<hr/>	<hr/>
<b>Net Increase (Decrease) in Cash</b>	<b>\$ 50,273.08</b>	<b>\$ 121,702.91</b>
	<hr/>	<hr/>

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

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
6/10/13	7322	A&B Electric	272.50	checked controls on booster, Glen Res.
6/10/13	7323	ACWA/JPIA	6,518.62	health ins. - KID/employee
6/10/13	7324	Bernadette Allen	28.99	May mileage and postage reimbursement
6/10/13	7325	South Coast AQMD	466.44	AQMD "Hot Spots" Fee: 07/2012-6/2013, 4 sites
6/10/13	7326	Aramark Uniform Services	235.32	company shirts
6/10/13	7327	Byrd Industrial Electronics	2,983.47	SCADA pack, cables, switches, server; remote
6/10/13	7328	CLA-VAL	3,502.82	annual maint. Euc. Pump 1,2,3 and Wilcox Res.
6/10/13	7329	Clinical Laboratory, SB Inc	24.00	water sample analysis
6/10/13	7330	Cook Paging, Inc.	19.00	paggers
6/10/13	7331	Eurofins Eaton Analytical, Inc.	118.80	water sample analysis
6/10/13	7332	Foothill Municipal Water District	579.44	administrative fee
6/10/13	7333	Generator Services Co.	4,868.73	major service, 4 sites
6/10/13	7334	McMaster Carr	254.19	tools, general maintenance supplies
6/10/13	7335	Chris Mellinger	70.00	operator certification renewal reimbursement
6/10/13	7336	R.E. Miller Tree Service	1,246.00	PG Rd. clear pine tree; NY Dr., clear mulberry
6/10/13	7337	Shirley Burt	64.64	April mileage reimbursement
6/10/13	7338	Specialty Services	275.00	janitorial service
6/10/13	7339	Utility Service Co., Inc.	3,763.82	tank maintenance agreement
6/10/13	7325V	South Coast AQMD	-466.44	Voided check; payable to and address incorrect
6/10/13	7340	South Coast AQMD	349.83	AQMD "Hot Spots" Fee: 07/2012-6/2013, 3 sites
6/10/13	7341	South Coast AQMD	116.61	AQMD "Hot Spots" Fee: 07/2012-6/2013, 1 site
6/10/13	EFT1791	Arco Gaspro Plus	862.32	truck gas
6/10/13	EFT1792	Bank of America Business Card	1,006.85	see attached schedule - April
6/10/13	EFT1793	Calif. Public Emp. Ret. Sys.	3,004.61	CalPERS - May KID and employee
6/15/13	EFT1794	Bernadette C. Allen	824.75	salary
6/15/13	EFT1795	Christopher A. Burt	2,076.78	salary
6/15/13	EFT1796	Shirley L. Burt	1,333.26	salary
6/15/13	EFT1797	Melvin L. Matthews	3,281.73	salary
6/15/13	EFT1798	Christopher A. Burt	150.00	salary
6/15/13	EFT1799	Automatic Data Processing	61.14	payroll processing
6/15/13	EFT1800	Automatic Data Processing	4,604.74	withholding and taxes
6/15/13	65490535	Brian L. Fry	1,475.76	salary
6/15/13	65490536	Felix Galindo	405.52	salary
6/15/13	65490537	Chris J. Mellinger	460.43	salary
6/18/13	7342	AmeriPride Services	52.84	shop towel service
6/18/13	7343	Denram Products	675.04	5000 laser/watermark bill statements
6/18/13	7344	Eurofins Eaton Analytical, Inc.	145.20	water sample analysis
6/18/13	7345	Lagerlof, Senecal, Gosney & Kruse	212.50	review PGFSC materials, prepare opinion letter
6/18/13	7346	Monrovia Mailing Company	377.64	May statement mail handling and postage
6/18/13	7347	National Meter & Automation	3,640.46	water meters
6/18/13	EFT1801	Century Business Solutions	15.00	monthly banking service fee
6/18/13	EFT1802	Athens Services	149.30	trash pick up

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

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
6/18/13	EFT1803	Century Business Solutions	83.91	banking service fee
6/18/13	EFT1804	Charter Communications	332.60	internet and telephone
6/18/13	EFT1805	Pasadena Municipal Services	1,230.55	electricity
6/18/13	EFT1806	Southern California Edison Co.	7,178.56	electricity
6/18/13	EFT1807	Verizon Wireless	88.48	mobile phone
6/28/13	7348	GEI Development Inc.	13.59	net refund on fire flow test deposit
6/28/13	7349	Civiltec Engineering, Inc.	600.00	fire flow test 3475 Barhite
6/28/13	7350	Eurofins Eaton Analytical, Inc.	105.60	water sample analysis
6/28/13	7351	Ground Control	1,500.00	brush clearance at 1999 Kinclair Dr.
6/28/13	7352	Lagerlof, Senecal, Gosney & Kruse	653.77	public water agencies group 1/17th share
6/28/13	7353	Melvin L. Matthews	88.08	May/June mileage reimbursement
6/28/13	7354	McMaster Carr	157.41	warehouse storage, general maintenance supplies
6/28/13	EFT1808	Earthlink Network	4.95	internet
6/30/13	EFT1809	Bernadette C. Allen	824.75	salary
6/30/13	EFT1810	Francis J. Griffith	92.35	salary
6/30/13	EFT1811	Gerrie G. Kilburn	92.35	salary
6/30/13	EFT1812	Richard L. Barkhurst	92.35	salary
6/30/13	EFT1813	Steven G. Sorell	57.35	salary
6/30/13	EFT1814	Shirley L. Burt	1,333.27	salary
6/30/13	EFT1815	Melvin L. Matthews	3,281.73	salary
6/30/13	EFT1816	Christopher A. Burt	2,146.81	salary
6/30/13	EFT1817	Brian L. Fry	1,505.66	salary
6/30/13	EFT1818	Chris J. Mellinger	356.06	salary
6/30/13	EFT1819	Felix Galindo	347.59	salary
6/30/13	EFT1820	Automatic Data Processing	83.10	payroll processing
6/30/13	EFT1821	Christopher A. Burt	150.00	salary
6/30/13	EFT1822	Automatic Data Processing	4,691.86	withholding and taxes
	<b>Total</b>		<b><u>77,200.38</u></b>	

## Credit Card Detail

April 2013

(Expenses incurred in April, billed in May, due in May, paid in May, and payment processed in June.)

Acct. No.	Account Description	Additional Description	Shirley	Mel	Brian	Chris B	Chris M	TOTAL
5010	Maintenance Supplies	maintenance supplies; rebar			\$162.42			\$162.42
5012	Safety Equipment							\$0.00
5022	Training/Certification							\$0.00
5025	Water Treatment/Analysis							\$0.00
5035	Vehicle Maintenance	99 Ford Maintenance		\$331.48				\$331.48
5036	Fuel							\$0.00
6017	Adm. Travel							\$0.00
6021	Adm. & Bd. Exp.							\$0.00
6035	Office/Computer Supplies	CSDA publication; HDMI cable; keybrd/mouse; ink cartridges; pens		\$344.60		\$31.35		\$375.95
6036	Postage/Delivery							\$0.00
6040	Professional Dues							\$0.00
6050	Telephone	answering service March		\$78.00				\$78.00
6051	Mobile Phone							\$0.00
6053	Internet Service							\$0.00
6059	Computer/Software Maintenance	Carbonite 1 yr		\$59.00				\$59.00
6061	Office Equipment Maintenance							\$0.00
6075	Outside Services							\$0.00
6081	Permits/Fees							\$0.00
<b>TOTAL</b>			\$0.00	\$813.08	\$162.42	\$31.35	\$0.00	<b>\$1,006.85</b>

**Kinneloa Irrigation District - PGFSC Grant Account**

**Check Register**

**For the Period from June 1, 2013 to June 30, 2013**

<b>Date</b>	<b>Check #</b>	<b>Payee</b>	<b>Amount</b>	<b>Description</b>
6/30/13	EFT002	Superior Press	<u>107.38</u>	Check Printing - Sage/printer format
	<b>Total</b>		<u><u>107.38</u></u>	