

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, January 27, 2026
2:00 P.M.

AGENDA

This meeting will be conducted at the District office in accordance with the Brown Act and AB 2449. Public comment may be made in person or submitted via email to gm@kidwater.info prior to the meeting, any information submitted will become part of the official record. The public may participate at the office or via computer or telephone using the following information: <https://us02web.zoom.us/j/85061795151?pwd=QURaWGV5Lzg3dmEvcGx1Ujl6akRHdz09>

Meeting ID: 850 6179 5151

Passcode: 156331

Telephone: 669 900 9128

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

In compliance with the Brown Act, the Board cannot discuss or act on items not on the Agenda. However, Board Members or District Staff may acknowledge Public comments, briefly respond to statements or questions posed by the Public, ask a question for clarification, or request Staff to place item on a future Agenda (Government Code section §54954.2)

3. CLOSED SESSION – Pending and threatened litigation (Government Code Section 54956.9(a))

4. REVIEW OF MINUTES – December 16, 2025, Special Meeting

Recommended Action: Review and approve motion to file.

5. REVIEW OF FINANCIAL REPORTS – December 2025

Recommended Action: Review and approve motion to file.

6. SUBECA MANAGED SERVICES –

Recommended Action: Authorize General Manager to engage Subeca to provide proposed managed services for 1 year term.

7. INFORMATION ITEMS

- a. Water Loss Audit – December 2025*
- b. Water Quality Testing and Reporting – December 2025*
- c. Capital Project Status Report*
- d. Conflict of Interest Code and Form 700 Filing Update*
- e. FEMA PA Status for Eaton Fire Damages
- f. Septic to Sewer Feasibility Study
- g. Brown Act Distribution and SB 707 Review*
- h. 2026 COLA Pay Adjustment for Staff on a January Cycle (+3.0%)
- i. 2025 Annual Report of Operations from General Manager
- j. District CIP Financing Options

8. KINNELOA IRRIGATION DISTRICT GOALS AND OBJECTIVES FOR 2026

Discussion of the District’s goals and objectives for calendar year 2026.

9. GENERAL MANAGERS REPORT – Information item presented by the General Manager.

General Manager to summarize the report and respond to questions.

10. DIRECTOR REPORTS AND/OR COMMENTS –

In accordance with Government Code §54954.2 Directors may make brief announcements or brief reports on their own activities. Directors may ask a question for clarification, provide a reference to staff or other resources for information, request staff to report back to the Directors at a subsequent meeting, or act to direct staff to place a matter of business on a future agenda.

11. CALENDAR – Upcoming meetings: February 24, 2026; March 24, 2026; April 28, 2026

12. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact the District office 48 hours prior to the meeting at 626-797-6295. 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 <https://kinneloairrigationdistrict.info>.

KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, December 16, 2025, 2:00 P.M.

MINUTES

The meeting was conducted in the District Board Room and by teleconference in accordance with the Brown Act and AB 2449. The District offered the public the option to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

DIRECTORS PRESENT: (In-Person): Stephen Brown, John Feliton, Timothy Eldridge, William Opel (departed the meeting at 4:00pm), Gordon Johnson

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): Tom Majich, General Manager (GM); Katherine Morrisroe, Assistant Management Analyst

PUBLIC PRESENT: Anne Mushow (remote), Noah Greene (remote)

1. CALL TO ORDER:

Chairman Brown called the meeting to order at 2:05 P.M. and took a roll call. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT: None

3. REVIEW OF MINUTES:

Director Opel motioned to approve the **November 18, 2025, Special Meeting Minutes** for filing with the addition that discussion ensued on various items prior to Board action and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Opel / Eldridge – 5 Aye / 0 Nay / 0 Abstain).

4. REVIEW OF FINANCIAL REPORTS – OCTOBER 2025:

The General Manager presented the October 2025 financial reports. A discussion ensued where questions were asked and answered. Director Johnson motioned to approve the reports for filing and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Johnson / Feliton -5 Aye / 0 Nay / 0 Abstain).

5. REVIEW OF FINANCIAL REPORTS – NOVEMBER 2025:

The General Manager presented the November 2025 financial reports. A discussion ensued where questions were asked and answered. Director Johnson motioned to approve the reports for filing and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Johnson / Eldridge – 5 Aye / 0 Nay / 0 Abstain).

6. ELECTION OF KINNELOA IRRIGATION DISTRICT BOARD OFFICERS FOR YEAR 2026:

Chairman Brown called for nominations for the office of Chairman. Director Johnson nominated **Stephen Brown for Chairman** and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Johnson / Eldridge – 4 Aye / 0 Nay / 1 Abstain – Brown).

Chairman Brown called for nominations for the office of Secretary. Chairman Brown nominated **Gordon Johnson for Secretary** and was seconded by Director Eldridge. It was motioned/seconded/carried unanimously – (Brown / Eldridge – 4 Aye / 0 Nay / 1 Abstain – Johnson).

Chairman Brown called for nominations for the office of Treasurer. Chairman Brown nominated **Timothy Eldridge for Treasurer** and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Brown / Feliton – 4 Aye / 0 Nay / 1 Abstain - Eldridge).

7. INFORMATION ITEMS:

a. The General Manager reviewed the 2025 Water Loss Audit report for October and November. He shared that meter hardware issues delayed the October report. Water loss for October and November increased from previous months due to meter register failures, lower flows potentially not being accurately recorded by legacy water meters and likely use of system water via hydrants by contractors performing work in the District.

b. The General Manager reviewed the November 2025 Water Quality Testing Report.

c. The General Manager presented the Capital Project Status Report. He shared that the installation of an air conditioning unit in the K3 Vault will be completed in January.

d. The General Manager shared that there has been no new action to report in the process of obtaining FEMA public assistance for the Eaton Fire damages; however, the FEMA rep originally assigned to KID has been reassigned and the GM will meet with the new FEMA rep assigned in early January.

e. The General Manager reported that the PWP Ranch Top Interconnection Operations are ongoing with no new issues to report.

f. The General Manager reported that the Septic to Sewer Feasibility Study proposal is pending execution of a Master Services Agreement with LA County which has been requested.

g. Subeca CEO Anne Mushow joined via Zoom to provide details on Subeca's commercial offerings and to address the recent performance of their products installed in the District. She explained that the hardware issues the KID has been experiencing is due to sealing issues, which have since been rectified in their new pins. The General Manager will provide a recommendation of action regarding the future use of Subeca products at the next meeting.

8. GENERAL MANAGERS REPORT:

The General Manager presented the monthly report on District activities and water supply and production. A year-to-date summary of the Watermaster Year ending November 2025 was reviewed. The GM noted that an increasing number of customers payments are arriving late with an increase of mail theft regionally, Chairman Brown suggested that in the next District newsletter the GM suggest that customers sign up for electronic auto-pay to avoid the risk of physical checks being intercepted.

9. CLOSED SESSION – Pending or Threatened Litigation:

The Board went into closed session at 3:50pm, the closed session ended at 4:27pm. Chairman Brown reported that no reportable action was taken on this agenda item.

10. DIRECTOR REPORTS AND/OR COMMENTS: None

11. CALENDAR:

Chairman Brown motioned that the start time of all future Regular Board meetings be moved to 2:00pm and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Brown / Felition – 4 Aye / 0 Nay / 1 Absent – Opel).

Upcoming regular meetings: January 27, 2026; February 24, 2026; March 24, 2026.

12. ADJOURNMENT:

Chairman Brown adjourned the meeting at 4:30 P.M.

Prepared and submitted by,

**Katherine Morrisroe
Assistant Management Analyst**

Kinneloa Irrigation District
Income Statement Compared with Budget for the Eleven Months Ending December 31, 2025

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget	
Revenues								
4001	Retail Water Sales DSC	60,016.48	59,031.17	985.31	707,059.56	649,342.87	57,716.69	708,374.00
4002	Retail Water Sales Consumption	98,243.72	115,240.44	(16,996.72)	1,558,506.59	1,531,051.56	27,455.03	1,646,292.00
4020	Service Charges	1,279.26	0.00	1,279.26	15,489.19	0.00	15,489.19	0.00
4035	Interest on Cash	2,323.13	0.00	2,323.13	32,651.90	11,250.00	21,401.90	45,000.00
4060	Grants/Disaster Assistance	0.00	0.00	0.00	230,245.55	0.00	230,245.55	0.00
4070	Misc. Income	0.00	0.00	0.00	108,242.00	0.00	108,242.00	0.00
	TOTAL REVENUES	161,862.59	174,271.61	(12,409.02)	2,652,194.79	2,191,644.43	460,550.36	2,399,666.00
Expenses								
5005	Electricity	16,191.29	18,975.00	(2,783.71)	209,520.96	208,725.00	795.96	227,700.00
5010	Maintenance Supplies	2,914.13	2,083.33	830.80	45,801.70	22,916.63	22,885.07	25,000.00
5011	Material & Labor for Installs	0.00	0.00	0.00	19,279.72	0.00	19,279.72	0.00
5012	Safety Equipment	230.42	250.00	(19.58)	4,818.79	2,750.00	2,068.79	3,000.00
5015	Operations & Maint. Labor	30,204.88	25,833.33	4,371.55	348,264.84	284,166.63	64,098.21	310,000.00
5016	Non-Emergency Operations OT	1,524.98	1,891.67	(366.69)	23,875.28	20,808.37	3,066.91	22,700.00
5020	Standby Compensation	840.00	912.50	(72.50)	10,100.00	10,037.50	62.50	10,950.00
5022	Training/Certification	245.00	250.00	(5.00)	1,506.35	2,750.00	(1,243.65)	3,000.00
5025	Water Treatment/Analysis	330.00	1,250.00	(920.00)	24,371.69	13,750.00	10,621.69	15,000.00
5026	Water Treatment/Supplies	320.19	833.33	(513.14)	19,566.35	9,166.63	10,399.72	10,000.00
5030	Maint. Contractors Scheduled	0.00	8,982.92	(8,982.92)	110,995.47	98,812.12	12,183.35	107,795.00
5031	SCADA System O&M	0.00	833.33	(833.33)	12,860.37	9,166.63	3,693.74	10,000.00
5033	Unscheduled/Emergency Repair	36,548.59	0.00	36,548.59	168,578.11	0.00	168,578.11	0.00
5034	Equipment Maintenance	563.34	1,666.67	(1,103.33)	21,077.03	18,333.37	2,743.66	20,000.00
5035	Vehicle Maintenance	120.83	500.00	(379.17)	11,137.51	5,500.00	5,637.51	6,000.00
5036	Fuel - All Equipment	819.60	1,000.00	(180.40)	14,002.44	11,000.00	3,002.44	12,000.00
5040	Equipment Rental	50.20	0.00	50.20	24,924.98	0.00	24,924.98	500.00
5041	Contested Charge	0.00	0.00	0.00	1,131.96	0.00	1,131.96	0.00
5045	Insurance-Workers Compensation	0.00	0.00	0.00	14,937.85	14,250.00	687.85	19,000.00
5046	Insurance-Liability	0.00	3,791.67	(3,791.67)	57,020.96	41,708.37	15,312.59	45,500.00
5048	Insurance-Property	0.00	448.25	(448.25)	6,576.73	4,930.75	1,645.98	5,379.00
5049	Insurance-Medical	10,949.57	7,527.50	3,422.07	107,280.47	82,802.50	24,477.97	90,330.00
6000	Engineering Services	8,720.00	3,750.00	4,970.00	62,440.25	41,250.00	21,190.25	45,000.00
6005	RBMB Watermaster Fees	1,529.58	1,583.33	(53.75)	18,299.54	17,416.63	882.91	19,000.00
6015	General Manager Compensation	15,361.00	16,077.67	(716.67)	194,144.50	176,854.37	17,290.13	192,932.00
6017	Administrative Travel	1,851.70	260.00	1,591.70	2,993.66	2,860.00	133.66	3,120.00
6020	Board of Directors Comp.	600.00	875.00	(275.00)	7,050.00	9,625.00	(2,575.00)	10,500.00
6021	Administrative/Board Expense	0.00	416.67	(416.67)	1,029.00	4,583.37	(3,554.37)	5,000.00
6024	Customer/Public Information	352.00	477.00	(125.00)	14,086.00	5,247.00	8,839.00	5,724.00
6025	CalPERS - KID	3,954.02	4,625.00	(670.98)	55,889.24	50,875.00	5,014.24	55,500.00
6030	Social Security - KID	3,434.09	3,541.67	(107.58)	45,164.69	38,958.37	6,206.32	42,500.00
6031	Medicare - KID	914.52	850.00	64.52	10,745.95	9,350.00	1,395.95	10,200.00
6032	State Unemployment Tax - KID	0.00	0.00	0.00	341.52	0.00	341.52	0.00

Kinneloa Irrigation District
Income Statement Compared with Budget for the Eleven Months Ending December 31, 2025

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
6035 Office/Computer Supplies	416.31	583.33	(167.02)	6,213.60	6,416.63	(203.03)	7,000.00
6036 Postage/Delivery	461.22	333.33	127.89	6,458.20	3,666.63	2,791.57	4,000.00
6040 Professional Dues	1,061.77	1,748.83	(687.06)	34,552.16	19,237.13	15,315.03	20,986.00
6045 Legal Services	185.03	500.00	(314.97)	10,418.00	5,500.00	4,918.00	6,000.00
6050 Phone/Internet/Wireless	583.56	708.33	(124.77)	11,432.35	7,791.63	3,640.72	8,500.00
6059 Computer/Software Maint.	411.96	1,000.00	(588.04)	12,276.18	11,000.00	1,276.18	12,000.00
6061 Office Equipment Maint.	0.00	208.33	(208.33)	0.00	2,291.63	(2,291.63)	2,500.00
6065 Accounting Services	0.00	0.00	0.00	520.00	7,700.00	(7,180.00)	7,700.00
6070 Office & Accounting Labor	16,697.68	14,375.00	2,322.68	170,771.50	158,125.00	12,646.50	172,500.00
6075 Professional Services	1,285.95	1,250.00	35.95	24,608.24	13,750.00	10,858.24	15,000.00
6076 Contract Services	2,175.00	3,944.75	(1,769.75)	37,677.00	43,392.25	(5,715.25)	47,337.00
6080 FMWD Administrative Fees	1,169.50	1,212.17	(42.67)	13,952.51	13,333.87	618.64	14,546.00
6081 Permits/Fees	7,282.57	1,250.00	6,032.57	18,683.93	13,750.00	4,933.93	15,000.00
6088 Interest Expense	900.00	16,479.00	(15,579.00)	34,634.06	34,449.00	185.06	34,449.00
6120 Bank Service Charges	601.22	2,500.00	(1,898.78)	28,563.99	27,500.00	1,063.99	30,000.00
Subtotal Operating Expenses	171,801.70	155,578.91	16,222.79	2,080,575.63	1,586,498.01	494,077.62	1,730,848.00
NET OPERATING INCOME	(9,939.11)	18,692.70	(28,631.81)	570,719.16	605,146.42	(34,427.26)	668,818.00
Other Expenditures							
1504 Water Mains/Valves	1,874.09	0.00	1,874.09	212,975.27	29,900.00	183,075.27	121,500.00
1505 Water Tunnels	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
1512 Water Meters	0.00	0.00	0.00	22,703.84	15,750.00	6,953.84	25,000.00
1513 Electrical/Electronic Equip.	0.00	0.00	0.00	10,976.87	0.00	10,976.87	10,000.00
1514 Computer/Office Equip.	0.00	0.00	0.00	3,963.69	560.00	3,403.69	2,500.00
1515 Vehicles/Portable Equip.	0.00	0.00	0.00	24,809.33	2,200.00	22,609.33	3,134.00
1516 Water Company Facilities	0.00	0.00	0.00	13,696.01	12,400.00	1,296.01	43,000.00
1522 Eucalyptus Booster Station	0.00	0.00	0.00	37,363.15	3,450.00	33,913.15	52,500.00
1527 SCADA Components	0.00	0.00	0.00	68,790.71	10,000.00	58,790.71	10,000.00
1530 Tools	0.00	0.00	0.00	8,765.59	1,600.00	7,165.59	4,000.00
Subtotal Other Expenditures	1,874.09	0.00	1,874.09	404,044.46	75,860.00	328,184.46	281,634.00
NET WATER REVENUES	(11,813.20)	18,692.70	(30,505.90)	166,674.70	529,286.42	(362,611.72)	387,184.00
Debt Service							
2400 Installment Purchase Agreement	83,436.56	83,622.00	(185.44)	165,567.90	165,753.00	(185.10)	165,753.00
Subtotal Debt Service	83,436.56	83,622.00	(185.44)	165,567.90	165,753.00	(185.10)	165,753.00
TOTAL INCREASE/(DRAWDOWN)	(95,249.76)	(64,929.30)	(30,320.46)	1,106.80	363,533.42	(362,426.62)	221,431.00

Kinneloa Irrigation District
Balance Sheet as of December 31, 2025

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$	126,832.62
1012	Reserve Fund-LAIF		955,855.20
1100	Accts. Receivable-Water Sales		27,651.27
1101	Accts. Receiv.-Service Charges		1,697.50
1108	AR Public Asst. - Federal		207,542.42
1109	AR Public Asst. - State		2,323.13
1190	Allowance for Bad Debts		(771.48)
1200	Inventory		20,000.00
1340	Accrued Water Sales		154,361.52
1360	Prepaid Expenses		8,007.44
	Total Current Assets		<u>1,503,499.62</u>

Property and Equipment

Total Property and Equipment	<u>4,256,789.66</u>
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Other Assets

1901	PERS-Deferred Outflows	\$	132,752.00
	Total Assets		<u><u>\$5,893,041.28</u></u>

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$	11,443.49
2005	Umpqua Visa Payable		5,371.74
2271	Deposits-Construction Meters		850
2272	Job Deposits		18,134.95
2275	Deposits-Water Customers		255.02
2290	Accrued Vacation		<u>35,030.40</u>
	Total Current Liabilities		71,085.60

Long-Term Liabilities

2400	Installment Purchase Agreement	\$	822,564.17
2801	PERS- Net Liability		419,648.50
2901	PERS- Deferred Inflows		<u>34,282.00</u>
	Total Long-Term Liabilities		<u>1,276,494.67</u>
	Total Liabilities		1,347,580.27

Capital

3040	Fund Balance	\$	3,974,741.84
	Net Income		<u>570,719.16</u>
	Total Capital		<u>4,545,461</u>
	Total Liabilities & Capital		<u><u>\$ 5,893,041.27</u></u>

Kinneloa Irrigation District
Check Register
For the Period Dec 1, 2025 to Dec 31,
2025

Date	Check #	Payee	Amount
12/09/2025	11569	Underground Service Alert	-28.00
12/09/2025	11570	Clinical Lab of San Bernardino	-210.00
12/09/2025	11571	Geotab USA, Inc.	-98.75
12/09/2025	11572	ACWA-JPIA 1	-13,109.11
12/09/2025	11573	Bluegrass Integrated Communications	-461.22
12/09/2025	11574	BMC Landscape Management	-2,175.00
12/09/2025	11575	Civiltec Engineering, Inc.	-900.00
12/09/2025	11576	Foothill Municipal Water District	-1,169.50
12/09/2025	11577	McMaster Carr	-98.37
12/09/2025	11579	Ultimate Cleaning Solutions, Inc.	-90.00
12/09/2025	11580	Waypoint Geospatial LLC	-3,200.00
12/09/2025	11581	Lagerlof LLP	-185.03
12/11/2025	11582	Thomas Majich 1	-1,881.70
12/15/2025	11583	Griswold Industries	-2,321.33
12/15/2025	11584	Jeffrey Peterson	-230.42
12/15/2025	11585	J.A. Salazar Construction & Supply Corp	-9,312.28
12/15/2025	EFT6977	MARTIN ARAGON1	-1,824.45
12/15/2025	EFT6978	Ramon Ascencio	-2,845.46
12/15/2025	EFT6979	Christopher Burt	-3,533.84
12/15/2025	EFT6980	Felipe Gallegos.	-1,784.53
12/15/2025	EFT6981	Thomas Majich 1	-5,743.73
12/15/2025	EFT6982	Katherine M. Morrisroe	-1,762.57
12/15/2025	EFT6983	Jeffrey Peterson1	-2,468.64
12/15/2025	EFT6984	Melanie Timoteo	-2,020.89
12/16/2025	EFT6985	Christopher Burt	-300.00
12/16/2025	EFT6986	Felipe Gallegos.	-50.00
12/16/2025	EFT6987	Automatic Data Processing, Inc.	-7,600.98
12/29/2025	EFT6988	Automatic Data Processing, Inc.	-133.44
12/29/2025	EFT6989	Arco Business Solutions	-806.35
12/29/2025	EFT6990	CalPERS 457 Plan	-960.00
12/29/2025	EFT6991	Applied Technology Group, Inc.	-120.00
12/29/2025	EFT6992	CA Public Employees Ret. Sys.	-6,823.33
12/29/2025	EFT6993	CalPERS 457 Plan	-960.00
12/29/2025	EFT6994	National Construction Rentals	-196.05
12/29/2025	EFT6995	Nexbillpay	-336.60
12/29/2025	EFT6996	Nexbillpay	-2,091.37
12/29/2025	EFT6997	Pasadena Municipal Services	-1,935.89
12/29/2025	EFT6998	Southern California Edison Co.	-17,801.09
12/29/2025	EFT6999	Spectrum	-200.00
12/29/2025	EFT7000	Streamline	-352.00
12/29/2025	EFT7001	Automatic Data Processing, Inc.	-121.03

Kinneloa Irrigation District
Check Register
For the Period Dec 1, 2025 to Dec 31,
2025

12/30/2025	EFT7002	AT&T Mobility	-62.32
12/30/2025	EFT7003	Umpqua Bank	-6,024.34
12/29/2025	11586	Matt Chlor Inc.	-320.19
12/30/2025	11587	J.A. Salazar Construction & Supply Corp	-11,597.83
12/30/2025	11588	ROBERT BRKICH CONSTRUCTION CORP.	-13,813.80
12/30/2025	11589	Clinical Lab of San Bernardino	-120.00
12/31/2025	11591	Civiltec Engineering, Inc.	-4,620.00
12/31/2025	EFT7004	Verizon Wireless 1	-38.37
12/31/2025	EFT7005	Payroll - Field	-11,190.91
12/31/2025	EFT7006	Payroll - Office	-6,028.22
12/31/2025	EFT7007	Payroll - Management	-5,018.26
12/31/2025	EFT7008	Payroll - Board	-554.08
12/31/2025	11593	So-Cal Ponds, Inc	-1,824.68
12/31/2025	11594	FERNANDA SAUDE	-145.46
12/31/2025	11600	Mosaic Architecture	-712.00
12/31/2025	11601	DARREN ABE	-223.59
12/31/2025	11602	SWRCB Accounting Office	-6,724.08
12/31/2025	11603	Gerald Hosterman	-51.72
12/31/2025	EFT7009	Automatic Data Processing, Inc.	-8,872.80
	TOTAL		-176,185.60

Kinneloa Irrigation District
Cash Disbursements Journal
For the Period From Dec 1, 2025 to Dec 31,
2025

Date	Check #	Name	Memo/Description	Cr ID	Account Description	Amount
12/02/2025	20251202JP-1	O'Reilly Auto Parts	Mini Bulb - Truck 4	5035	Vehicle Maintenance	22.08
12/02/2025	20251202TM-1	GOOGLE LLC	Google Cloud	6059	Computer/Software Maint.	184.80
12/02/2025	20251202TM-2	GOOGLE LLC	Google Cloud	6059	Computer/Software Maint.	77.18
12/03/2025	20251203FG-1	Amazon	Diesel Fuel Additive	5034	Equipment Maintenance	329.16
12/03/2025	20251203TM-1	Sheraton San Diego	Parking	6017	Administrative Travel	35.00
12/04/2025	20251204RA-1	Ganahl Lumber	Wilcox Pad Materials	1509	Wilcox Well/Wilcox Booster	100.25
12/04/2025	20251204FG-1	Amazon	Diesel Treatment	5034	Equipment Maintenance	234.18
12/04/2025	20251204MA-1	Staples	Binder clips, soap, paper towels	6035	Office/Computer Supplies	88.05
12/04/2025	20251204TM-1	Amazon	Clog Remover	5010	Maintenance Supplies	217.20
12/04/2025	20251204TM-1	Sheraton San Diego	Parking	6017	Administrative Travel	55.00
12/07/2025	20251207RA-1	HOME DEPOT	Materials for Wilcox IC pad	5010	Maintenance Supplies	14.34
12/10/2025	20251210FG-1	HOME DEPOT	Concrete Mix, Gravel	5010	Maintenance Supplies	368.89
12/10/2025	202512010FG-1	Harbor Freight	Compressor	5010	Maintenance Supplies	15.45
12/11/2025	20251211FG-1	HOME DEPOT	Caulk gun, Air Duster, Gloves	5010	Maintenance Supplies	139.38
12/11/2025	20251211FG-1	HOME DEPOT	Wilcox IC: Epoxy	5010	Maintenance Supplies	64.02
12/11/2025	20251211TM-1	STARLINK	Internet	6059	Computer/Software Maint.	10.00
12/12/2025	20251212RA-1	Ganahl Lumber	Wilcox Pad Materials	5010	Maintenance Supplies	31.78
12/12/2025	20251212MA-1	Ware Disposal	Trash Services	6075	Professional Services	509.79
12/14/2025	20251214RA-1	HOME DEPOT	Tools for Wilcox res. Project (Trowel)	5010	Maintenance Supplies	41.92
12/14/2025	20251214RA-1	Arco Business Solutions	Gas	5036	Fuel - All Equipment	13.25
12/14/2025	20251214FG-1	HOME DEPOT	Cleaning	5010	Maintenance Supplies	33.11
12/14/2025	20251214RA-1	HOME DEPOT	Cement Mixer	5040	Equipment Rental	50.20
12/15/2025	20251215FG-1	Ganahl Lumber	Rafter Square - Weir	5010	Maintenance Supplies	20.98
12/16/2025	20251216JP-1	FedEx	Package Drop off	6075	Professional Services	11.59
12/17/2025	20251217RA-1	Ganahl Lumber	Wood	5010	Maintenance Supplies	56.94
12/19/2025	20251219FG-1	HOME DEPOT	Flood barrier, Sealant, Plastic nut	5010	Maintenance Supplies	123.27
12/19/2025	20251219TM-1	SimpliSafe	Simplisafe	6059	Computer/Software Maint.	9.99
12/21/2025	202521JP-1	HOME DEPOT	Paint	5010	Maintenance Supplies	201.85
12/21/2025	20251221MA-1	MICROSOFT CORPORATUIB	Microsoft 365 Subscription	6059	Computer/Software Maint.	129.99
12/23/2025	20251223-RA	Harbor Freight	Bubble Wrap/Tarp	5010	Maintenance Supplies	72.29
12/23/2025	20251223TM-1	So Cal Water Utilities Association	Membership	6040	Professional Dues	40.00
12/23/2025	20251223TM-1	Southern California Water Coalition	Event	5022	Training/Certification	125.00
12/23/2025	20251223TM-1	Sky Blueprint & Blueprint	Printing	6035	Office/Computer Supplies	18.78
12/24/2025	20251224RA-1	Staples	Tape	5010	Maintenance Supplies	18.21
12/24/2025	20251224JP-1	Ganahl Lumber	9PC Drive Bit Asst.	5010	Maintenance Supplies	13.25
12/24/2025	20251224FG-1	Amazon	Subeca Parts	5010	Maintenance Supplies	41.50
12/24/2025	20201224KM-1	HARLAND CLARKE	Checks	6035	Office/Computer Supplies	195.63
12/24/2025	20251224JP-1	Asap Welding	Welding	5010	Maintenance Supplies	1,200.00
12/25/2025	20251225KM-1	Staples	Office Supplies	6059	Computer/Office Equip.	202.21
12/25/2025	20251225FG-1	HOME DEPOT	Paint	5010	Maintenance Supplies	77.24
12/29/2025	20251229FG-1	Amazon	Subeca Parts	5010	Maintenance Supplies	11.04
12/29/2025	20251229MA-1	Amazon	Office Supplies	6035	Office/Computer Supplies	113.85
12/31/2025	20251231RA-1	Swimcon Pool Company Inc	Well Acid	5010	Maintenance Supplies	53.10
TOTAL						\$5,371.74



Date: January 27, 2026

To: Board of Directors

From: Tom Majich, General Manager (GM)

Subject: Subeca Managed Services

Following the comments made at the December Board Meeting by Subeca CEO, Anne Mushow, the GM has received a managed services agreement from Subeca to provide the following services:

LoRaWAN Gateway Fee: \$1,000 per year for Annual Subscription to the LoRaWAN connection service. The District has 5 gateways installed. This is necessary as the majority of the Subeca devices deployed in the District presently are on the LoRaWAN network, not the Amazon Sidewalk Network.

Engage Platform: \$1,680 per year based on number of deployed devices. This is the platform that allows us to perform meter reads, monitor customer accounts and review detailed customer usage.

Managed Network Service: \$4,740 per year. This is for Subeca staff to monitor device health and provide a weekly status report to KID staff on device health, abnormal readings and other items to follow up on in the field. This will assist in having more accurate and timelier meter reads for billing and reduce the need for KID staff to review the Subeca Engage platform daily which requires significant time.

The total cost to the District for these services is \$7,420 per year. The proposed agreement is for a one-year term. The service agreement also memorializes the terms of the warranty for hardware already purchased by the District. These costs are included in the previously approved 2026 District Operating Budget.

The GM requests approval to formally contact Subeca for these services.

**WATER SAMPLE RESULTS SUMMARY
DECEMBER 2025**

SAMPLE DATE	LAB	SOURCE OR DISTRIBUTION	TEST ANALYSIS	DESCRIPTION	# SAMPLES	# TESTS	RESULTS	COMMENTS
12/2/25	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
12/2/25	Clinical	Distribution	General Physical	Color, Odor, Turbidity	6	18	< MCL	Color, odor, turbidity are regulated by a secondary standard to maintain aesthetic qualities such as taste, smell, & appearance.
12/2/25	Clinical	Distribution	Field	Chlorine Residual	6	6	1.12 - 1.42 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
12/2/25	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	1st week sources tested are groundwater wells - Kinneloa #3 Well & Wilcox Well.
12/16/25	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
12/16/25	Clinical	Distribution	Field	Chlorine Residual	6	6	.97- 1.62 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
12/16/25	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	3rd week sources are raw ground water tunnels. All tunnels are diverted to spreading. In-house sampling for Eucalyptus Tunnel & Far Mesa Tunnel only.

Total Samples 34 62

NOTES:

*All source groundwater tunnels were diverted to spreading on 12/01/2023. Delores Tunnel was turned into the system on 5/1/24 and again diverted to spreading on 1/7/25 due to Eaton Fire damage. As of 1/7/2025, all source groundwater tunnels are diverted to spreading.

< MCL = less than Maximum Contaminant Level, ND = not detected, mg/L = milligrams per liter, ug/L = micrograms per liter, A = Absence

<u>1/21/26</u>							
<u>KID Job #</u>	<u>KID Job Name</u>	<u>Summary</u>	<u>Status</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
25012	K3 Well Vault HVAC Project	Install water source fan coil in K3 Vault for air conditioning, slight modification to electrical and plumbing in vault	Initial install on 1/22/26, startup and testing TBD	\$ -	\$ 30,676		
25014	SCADA RTU Upgrade Project	With grant assistance from CalOES upgrade all RTU's in SCADA system due to obsolescence	All 16 devices in hand, start programming and install March 2026. Project must be complete by 12/31/2026 per CalOES grant guidelines	\$ 51,712	\$ 9,204	\$ -	
24113	Brown-Glen Reduced Pressure Zone Project	Extend 12" DIP Vosburg Pressure to Villa Highlands, install PSV/PRV station on Villa Highlands and connect to existing mainline infrastructure. Replace all 4" steel piping, hydrants and services on Edgecliff. Provide connection for future Wilcox to Vosburg Pumping Line	Draft Plans Received from CiviltecKID STAFF reviewing. Will return comments and have a bid set ready to go out in mid-February.	\$ -	\$2,152,800	\$ -	
26002	Vosburg Reservoir Resilience Project	Install CSPE liner in concrete reservoir, replace wood framed roof with non-combustible steel or aluminum	2026 Budget includes \$104,000 for complete design work so that grant and other funding opportunities may be pursued for "shovel ready" project of ~\$2.5m	\$ -	\$ 104,000	\$ -	
26001	Wilcox Reservoir and Booster Station Rehab	Replaced failing reservoir liner, replace (2) booster pumps, rehab pump platform/enclosure, new pumping line up to Villa Highlands/Dove Court, new backup generator for pump station, solar for non-pumping electrical loads	KID GM scope memo 75% complete, no design proposal solicited yet. Assumes \$156,000 spent in 2026 on design work and planning		\$ 156,000	\$1,695,949	
25006	K3 Well/Pump/Motor/Electrical Rehab, new Disinfection Station	Rehab K3 well pump and motor, install new chlorination system and controls, replace electrical MCC due to age/corrosion	KID GM scope memo 75% complete, no design proposal solicited yet; budget assumes \$52,000 in design work in 2026		\$ 52,000	\$ 648,960	
26003	Eucalyptus Reservoir Rehab Project	While K3 is out of service, bypass Eucalyptus reservoir via PWP connection, fix identified cracks in walls, repair deficient roof hatch, recoat interior of reservoir, remove abandoned piping and valves in reservoir, replace old isolation gate valve at reservoir inlet	KID GM scope memo 75% complete, no design proposal solicited yet			\$ 162,240	
26004	Lower Pasadena Glen Road Pipeline Replacement	Lower Pasadena Glen Road: Replace 780' of 3" STL to 8" DIP on Vosburg Pressure (14 services, 2 new VPZ hydrants, abandon GV-1&2)	start design in 2027 for project execution in 2028		\$ -	\$ 54,080	\$ 801,747
28001	Solar Power Systems at all Generator Powered Sites		conceptual only, no scope defined				\$ 112,486
28002	Backup Generators for Eucalyptus and Vosburg/Sage		conceptual only, no scope defined				\$ 281,216
	SUBTOTAL			\$ 51,712	\$ 2,504,680	\$ 2,561,229	\$ 1,195,449

From: Nazarian, Panik PNazarian@bos.lacounty.gov
Subject: OFFICIAL NOTICE OF CODE ADOPTION - KINNELOA IRRIGATION DISTRICT
Date: December 26, 2025 at 3:45 PM
To: tm@kidwater.info
Cc: ma@kidwater.info, COICODES-Desk COICODES-Desk@bos.lacounty.gov



Dear Thomas Majich, II:

CONFLICT OF INTEREST CODE FOR KINNELOA IRRIGATION DISTRICT

The Board of Supervisors, at its meeting of [December 9, 2025](#), approved the attached amended Conflict of Interest Code for Kinneloa Irrigation District. The effective date of the Code is December 10, 2025.

Please ensure that your agency's Form 700 Filing Officer takes all appropriate actions to implement your amended Code.

Important SB 852 impact: Please note that individuals designated as "Officials Who Manage Public Investments will need to file their next Annual Form 700 (due April 1st, 2026) with the Fair Political Practices Commission (FPPC) using their electronic filing system. Their Los Angeles County e-filing accounts have been disabled to prevent them from filing their form in the wrong system. Additionally, any future changes to the status of these individuals (incoming/outgoing members) will also have to be processed through the FPPC e-filing system. The FPPC will contact your agency filing officer with detailed instructions soon, if they have not already done so.

Should you have any questions regarding this process, please email me at dgarcia@bos.lacounty.gov.

Sent on behalf of,

Don Garcia, Chief, Conflict of Interest/Lobbyist Division
Executive Office of the Board of Supervisors

Phone: (213) 974-1578 | Email: dgarcia@bos.lacounty.gov

Find us on [Facebook](#), [Instagram](#), [LinkedIn](#), [Twitter](#) @ [Youtube](#) @LACountyBOS



EXECUTIVE OFFICE



BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Kinneloa Irrigation District.docx



Kinneloa Irrigation District.pdf



Conflict of Interest Code
of the

KINNELOA IRRIGATION DISTRICT

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

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

Place of Filing of Statements of Economic Interests

All Designated positions required to submit a Statement of Economic Interests (“Statement”) shall file their Statements with the Agency head; or his or her designee. The Agency shall make and retain a copy of all Statements filed by its General Manager and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

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

KINNELOA IRRIGATION DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the Agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell services and/or supplies to the Agency, including but not limited to the areas of building materials; construction; motor vehicles; specialty vehicles; vehicle replacement parts; petroleum products; water quality testing; water transmission; water treatment; water distribution; geological tests and reports; maintenance; repair; safety; engineering; provision of water or power; brokering; accounting; auditing; banking; money management; law; insurance; printing; publication; office equipment or office supplies.

KINNELOA IRRIGATION DISTRICT

EXHIBIT "B"

Designated Positions

Disclosure Categories

General Manager

1, 2, 3

Consultants/New Positions*

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The General Manager or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

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

Public Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments, and must therefore make disclosure pursuant to Government Code Section 87200, et seq. All Statements filed by these positions must be filed with the Fair Political Practices Commission using their electronic filing system.

The Members of Board of Directors and Alternates

EFFECTIVE: 12/10/2025

General Manager's Report for the Board of Directors Meeting on January 27, 2026

I. Customer Account Information

- A. Customer Accounts – as of 1/21/25
 Active accounts: 547 (down from 592 pre-Eaton Fire)
 Delinquent accounts receiving late charges: 18
 Accounts shut off for non-payment: 1 (since restored)
 Accounts in current amortization agreements: 1

II. Customer Care Report

Customer Leaks	System Leaks	Water Waste	Water Quality	Customer Service*	Comments
6	0	0	0	12	

* Customer service includes requests for water shutoff to facilitate customer plumbing repairs, inquiries about water bills, requests for leak checks and general questions.

III. General Manager's Projects and Activities

- A. Meetings/Outreach/Key Contacts
1. Cal Rural Water Association Kickoff Meeting to discuss business continuity options 12/18/25
 2. FEMA Project Status Meeting on 1/8/26
 3. FMWD Managers Meeting on 1/14/26
 4. LA County Public Works bi-weekly water systems recovery meetings
 5. DHS CISA Cybersecurity Exercise Kickoff Meeting on 1/15/26
 6. SCWUA Meeting on 1/22/26
 7. SCWC Meeting on 1/23/26
- B. Grant Funding Opportunities
1. Hazard Mitigation Grants: KID staff are monitoring EPA BRIC (Building Resilient Infrastructure and Communities) grant opportunities to apply once the PWAG Multi-Agency Hazard Mitigation Plan is complete and approved. **Multi-Jurisdictional Hazard Mitigation Plan approved by KID BOD at November 2025 meeting, with PWAG Consultant for final FEMA approval.**
- C. Office Staff Updates
1. Quickbooks Reconciliation Complete, transitioned from Sage effective 12/31/25
 2. Operations Coordinator has relocated out of state; position is fully remote now.
- D. System Project Updates
1. **Wilcox Interconnection: All work complete, testing and programming of controls is underway, pending one warranty replacement from Cla-Val to complete**
 2. **K3 Vault HVAC: Installed on Thursday 1/22/26, testing and balancing underway**
 3. **Villa Knolls: Replaced leaking hydrant isolation valve and upgraded Hydrant via Contractor**
 4. **Isolated old K3 Pumping Line from end of Eaton Canyon Drive via Contractor**
 5. **GIS and Asset Management Updates Underway by consultant with field support**
 6. **Annual Meter Testing and Certification Complete for K3 and Wilcox Wells**
 7. **Booster Pump Efficient Testing complete for Wilcox Reservoir**

E. Regulatory Compliance and Reporting

1. Sanitary Survey Report from DDW received by KID on March 20, 2025. Responses submitted to DDW May 19, 2025.
2. Permit Amendment 1910035PA-001 Issued April 30, 2025, for standby sources
3. Cross Connection Policy Handbook – new policy adopted by KID Board July 2025.
4. 2024 Electronic Annual Report (eAR) Submitted and Accepted by DDW
5. 2024 Consumer Confidence Report (CCR) issued with May 2025 bills
6. Fluoride Variance – KID fluoride variance expires on 12/13/23. Compliance Plan submitted to DDW on 7/10/23. Revised permit application and blending plan submitted to DDW on 12/5/24.
7. Monthly Water Quality Reporting – Monthly reporting due by the 10th of each month.
8. Water Quality Emergency Notification Plan – annual requirement, filed timely in March 2025
9. Drought and Conservation Report – required per Order No. DDW_HQ_Drought2023-001 issued on 1/1/23. New requirement for monthly data due quarterly. 2025Q3 report was filed timely.
10. PFOA, PFOS and PFAS Chemicals: Impacts of regulations are being monitored through trade groups that KID is affiliated with and Raymond Basin monitoring.
11. SB 552 – status of compliance, must meet Fire Flow requirements by January 2032. Costs to be considered in Master Planning.
12. SB 1020 – Clean Energy, Jobs, and Affordability Act of 2022 – requires 100% of all state agency electricity consumption to be from renewable and carbon neutral sources by 2035.

* Acronyms:

ACWA – Association of California Water Agencies
ACWA JPIA – Association of California Water Agencies Joint Powers Insurance Authority
CSDA – California Special Districts Association
CUEA – California Utilities Emergency Association
DDW – Dept. of Drinking Water
DWR – Dept. of Water Resources
FMWD – Foothill Municipal Water District
KID – Kinneloa Irrigation District
LAFCO – Local Agency Formation Commission of Los Angeles County
PWAG – Public Water Agencies Group
RBMB – Raymond Basin Management Board
SWRCB – State Water Resources Control Board
LCRR – Lead and Copper Rule Revisions

IV. Water Supply Summary as 12/31/25 for the Watermaster Year 2025-2026

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
1955 Decreed Rights	516	Holly High-Low	0.0
Less Pasadena Subarea 30% Reduction in Water Rights	-154.8	Eucalyptus	0.0
Net Effective Decreed Rights	361.2		
Prior Year Carryover	51.6	Far Mesa	0.0
Leases/Exchanges	0	House	0.0
Prior Year Spreading	283.5	Delores	0.0
Short Term Storage	248.4		
Total Allowable Extractions	944.7		
Less Water Extracted YTD This Watermaster Year	-312.4	Year to Date Tunnel Production	0.0
Remaining Allowable Groundwater Extractions	632.3	Remaining Estimated Tunnel Production	0.0
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2026)		674.4 Acre Feet	
Less Remaining Forecasted Pumping for Retail Water Sales		-250.0 Acre Feet	
Estimated Surplus Water through June 2026**		382.3 Acre Feet	

As of 12/31/25 approximately 10.0 AF excess water delivered to KID from PWP through Ranch Top IC

Total Retail Water Sales for Watermaster Year 2024-2025 = 585.8 Acre-Feet

Total Retail Water Sales for Watermaster Year 2023-2024 = 474.8 Acre-Feet

Total Retail Water Sales for Watermaster Year 2022-2023 = 493.2 Acre-Feet

** This is the forecasted surplus water available for sale in the current year and/or carryover to the next Watermaster year which starts on July 1 subject to the carryover limits established by the Raymond Basin Management Board.