

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY, OCTOBER 18, 2016 at 6:30 P.M. (Closed Session) and 7:30 P.M. (Open Session)

AGENDA

- 1. CALL TO ORDER**
 - a. Declaration of a quorum
 - b. Review of agenda
- 2. EXECUTIVE SESSION – CLOSED MEETING – Potential Litigation – 54956.9(d)(4) – One Matter**
- 3. REPORT ON CLOSED SESSION**
- 4. PUBLIC COMMENT – Comments from the public regarding items on the Agenda or other items within the jurisdiction of the District**
- 5. VOSBURG PUMP STATION REPLACEMENT PROJECT – Update on proposed change order**
- 6. EAST TANK - WEST TANK CONNECTOR PIPELINE PROJECT – Progress report**
- 7. GENERAL MANAGER’S REPORT**
- 8. REVIEW OF MINUTES – September 20, 2016**
- 9. REVIEW OF FINANCIAL REPORTS – September 30, 2016**
- 10. CALENDAR –**
 - November 15, 2016
 - December 20, 2016
 - January 17, 2017
- 11. 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 www.KinneloalrrigationDistrict.info.

General Manager's Report for the Board of Directors Meeting on October 18, 2016

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 \$292.08
- 0 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	\$22,255.81	\$1,007.70	\$153.64	\$111.49	\$23,528.64
February	\$23,476.31	\$1,922.01	\$81.93	\$165.13	\$26,645.38
March	\$24,637.67	\$874.75	\$91.13	\$47.06	\$25,650.61
April	\$24,905.72	\$1,507.67	\$94.90	\$138.19	\$26,646.48
May	\$29,038.70	\$3,442.42	\$314.65	\$0.00	\$32,795.77
June	\$21,725.47	\$1,275.82	\$3.66	\$0.00	\$23,004.95
July	\$29,783.77	\$1,136.98	\$46.18	\$0.00	\$30,966.93
August	\$38,651.67	\$1,996.73	\$192.97	\$46.18	\$40,887.55
September	\$34,926.30	\$906.08	\$88.55	\$161.85	\$36,082.78
October					
November					
December					

C. Internet Usage –

Month	Visitors	Page Views	Online Payments	Online Amount
January	277	599	52	\$9,147.90
February	144	364	49	\$6,010.43
March	164	403	53	\$7,150.27
April	226	424	55	\$7,852.49
May	306	624	48	\$9,680.17
June	326	508	50	\$10,462.02
July	170	507	55	\$11,025.66
August	213	598	50	\$12,019.27
September	91	214	50	\$14,353.58
October				
November				
December				
Year to Date	1,917	4,241	462	\$87,701.79

II. General Manager's Projects and Activities

- A. East Tank - West Tank Connector Pipeline** – I continue to monitor the project which is on schedule. Pipe has been installed in approximately 1,500 feet of trench line along the fire easement road, Kinneloa Canyon Road and Brambling Lane. The remaining sections include the fire access road between Brambling Lane and Crystal Lane and Villa Heights Road and the remaining portion of the fire easement road between Kinneloa Canyon and Villa Heights Road.
- B. Vosburg Pump Station Replacement Project** – Another meeting is scheduled with Robert Foster for the day of this board meeting. I will provide a verbal report at the meeting with regard to negotiations on the proposed change order.
- C. Annual Production and Sales Report** – I am working on this report for the 2015-2016 fiscal year and will present it at a future meeting.
- D. Internet Page for Project Photos and Videos** – I set up a page on the KID Website for access to project photos and videos by the Board of Directors.
- E. Activities/Meetings/Webinars/Conferences**

Subject	Location	Start	End	Purpose/Notes/Action	Significance to the KID
Meet w/ Perry Thomas	Brambling and Kinneloa Canyon Road	Tue 9/6/2016 10:30 AM	Tue 9/6/2016 12:00 PM	Pre-construction meeting	Start of East-West Pipeline project
Microsoft Emerging Tech Virtual Summit	Webinar	Tue 9/13/2016 9:00 AM	Tue 9/13/2016 12:00 PM	Preview of Microsoft's future plans for operating systems and applications	To help in planning for future hardware and software updates
FMWD Board	La Cañada	Mon 9/19/2016 3:00 PM	Mon 9/19/2016 5:00 PM	Regular Board meeting	Action item to hire District Engineer
KID Board	KID Office	Tue 9/20/2016 7:30 PM	Tue 9/20/2016 9:00 PM	Regular Board Meeting	
Kinneloa Canyon Association Annual Meeting	Murphy Home	Sat 9/17/2016 10:00 AM	Sat 9/17/2016 2:00 PM	Annual Meeting – Report by Director Johnson on East-West Pipeline project	Community Relations
Kinneloa Estates Property Owners' Association	Waybright Home	Mon 9/19/2016 7:30 PM	Mon 9/19/2016 9:00 PM	Annual Meeting – Report on KID projects	Community Relations

III. System and Facility Activities and Incidents

A. Water Leaks/Water Waste

Location	Type	Date	Description
Villa Highlands	Customer requested shut off to fix broken irrigation line in back yard	8/4/2016	We determined that there was a separate customer valve to the irrigation system and turned it off at that location

B. Facility and Equipment Failures, Maintenance and Repairs

1. Normal maintenance was performed.
2. Investigated issue with the proper booster startup when using Sage backup generator.

IV. Water Supply Summary (Watermaster Year July 2016 through June 2017)

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
Water Rights	516	Eucalyptus	3.3
Prior Year Carryover	52	Far Mesa	2.3
Less Temporary 30% Reduction in Water Rights	-155	Delores	0.1
Leases/Exchanges	0	House	0.0
Prior Year Spreading	89	Holly High/Low	3.0
Short Term Storage	104		
Current Year Spreading	0		
Total Allowable Extractions	606		
Less Water Extracted YTD through June 2017	- 140	Current Tunnel Monthly Production	8.7
Remaining Allowable Groundwater Extractions through June 2017	466	Remaining Estimated Tunnel Production through June 2017	87.0
Total Available Water Supply through June 2017 (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2017)		553 Acre Feet	
Less Remaining Forecasted Retail Water Sales through June 2017		-453 Acre Feet	
Remaining Water through June 2017*		100 Acre Feet	

* This is the Forecasted remaining 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. With regard to the available surplus water, we will generally maximize the carryover to the next year and deliver the balance of the forecasted surplus water (if any) to the City of Pasadena in the January through June time period. In the 2015-2016 year, 86 Acre-Feet were sold to the City, 52 Acre-Feet were carried over to 2016-2017 and 104 Acre-Feet were put into our short-term storage account. We have budgeted to purchase rights for an additional 207 Acre-Feet which would increase the projected remaining water through June 2017 from 100 Acre-Feet to 307 Acre-Feet.

In addition to the available water, the KID has 790 Acre Feet in a long-term storage account. Additions to long-term storage are no longer permitted but withdrawals can be made at any time to supplement allowable extractions. However, since long-term storage is considered by KID staff to be an emergency supply there is no plan to use or sell this water at this time.

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
SEPTEMBER 20, 2016**

MEMBERS PRESENT: Directors Eldridge, Griffith, Johnson, Kilburn
Director Opel was absent due to a prior commitment.

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 Chairman, Director Kilburn, at 1930 hours. A quorum of Board Members was present.

PUBLIC COMMENT ON AGENDA ITEMS: The Board acknowledged receipt of a letter from Joe Lonergan and requested that the General Manager reply addressing Mr. Lonergan's concerns.

STATUS OF VOSBURG PUMP STATION REPLACEMENT PROJECT:

The **General Manager** reported that he and the District's Engineer had met with two representatives from R C Foster Corporation regarding P.C.O. 20. Documentation of various aspects of the project were discussed and the Contractor will consider and reply.

STATUS OF EAST TANK - WEST TANK CONNECTOR PIPELINE PROJECT:

The **General Manager** reported that equipment and materials had been brought to the site by the Contractor and that the initial breakup of the asphalt had begun.

Director Kilburn questioned whether daily logs were being kept and the **General Manager** replied in the affirmative.

REVIEW OF MULTI-YEAR FINANCIAL FORECAST, 2017 DRAFT BUDGET AND PROPOSED RATES:

The Board reviewed in detail the reports presented in the Agenda Packet:

- 10-year Actual and Forecasted Income and Expenses
- 2017 Budget Worksheet
- Proposed 2017 Budget
- Rate Survey of FMWD Agencies and the Cities of Sierra Madre and Pasadena

A lengthy question and answer discussion followed the review, and many concerns were expressed, among them:

- 1) Will the revenue continue at the current level to meet the needs of the District?
- 2) Is the District keeping up with general maintenance?
- 3) Is the amount estimated for legal expenses sufficient to meet the needs in view of the ongoing expenses with the Vosburg Project.

Director Kilburn requested that a list of needed maintenance projects be presented to the Board for their review.

Director Kilburn then questioned if any Board Member wished to make a motion.

It was M/S/C-(Eldridge/Johnson-3/1)

"That the Board approve the proposed rates of \$4.17 per unit for the Usage Charge and \$2.08 for the Daily Service Charge \$4.17 for the year 2017."

(Aye-Eldridge, Johnson, Kilburn/Nay-Griffith/Abstain-0)

**MINUTES OF A REGULAR MEETING
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KINNELOA IRRIGATION DISTRICT
SEPTEMBER 20, 2016**

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It was M/S/C-(Eldridge/Johnson-3/1)

“That the Board approve the Proposed Budget for the year 2017 as presented.”

(Aye-Eldridge, Johnson, Kilburn/Nay-Griffith/Abstain-0)

The **General Manager** stated that he will send a letter to all property owners and customers to notify them that a Public Hearing regarding the proposed rates will be held on November 15, 2016, at 7:30 P.M. at the District office.

Director Griffith declined to support the motions as he felt that certain information in the reports needed to be reviewed in more detail.

GENERAL MANAGER’S REPORT: The Report was reviewed by the Board and clarification of items was provided as requested.

REVIEW OF MINUTES: The minutes of August 16, 2016, were reviewed and approved for filing with the correction of two typographical errors.

REVIEW OF FINANCIAL REPORTS: The Financial Reports for August 31, 2016, were reviewed and approved for filing.

ITEMS FOR THE NEXT AGENDA:

Vosburg Pump Station Replacement Project Update
East Tank - West Tank Connector Pipeline Project Update
Maintenance Project List

ADJOURNMENT: The meeting was adjourned at 2128 hours. The next meeting will be on October 18, 2016, at 7:30 P.M.

Respectfully submitted,

Shirley Burt
Secretary to the Board

Kinneloa Irrigation District 2016 Financial Summary (Forecasted)

Account	Account Description	2016 Budget	2016 FYE Forecasted	Deviation from Budget	
				Amount	Percent
4000	Water Sales	1,379,616	1,406,903	27,287	2%
4015	Wholesale Water Sales-Pasadena	0	68,126	68,126	
4020	Service/Installation Charges	10,000	13,766	3,766	38%
4025	Asset Sale/Miscellaneous	0	10,675	10,675	
4035	Interest-Reserve Fund	8,000	10,854	2,854	36%
4050	Capacity Charge	0	0	0	
4070	Misc. Income	0	1,222	1,222	
	Total Income	1,397,616	1,511,545	113,930	8%
	Expenditures				
5000	Leased Water Rights.	63,135	63,135	0	0%
5005	Electricity	120,000	110,963	-9,037	-8%
5010	Maintenance/Repair Supplies	25,000	26,866	1,866	7%
5011	Material & Labor for Installations	10,000	5,449	-4,551	-46%
5012	Safety Equipment	1,600	2,153	553	35%
5015	Operations & Maintenance Labor	145,000	141,646	-3,354	-2%
5016	Operations & Maintenance OT	15,500	32,716	17,216	111%
5017	Operations Bonus	0	0	0	
5020	Stand-by Compensation	7,500	7,215	-285	-4%
5022	Training/Certification	1,600	870	-730	-46%
5025	Water Treatment/Analysis	22,000	18,864	-3,136	-14%
5030	Maintenance/Repair Contractors	125,000	113,326	-11,674	-9%
5034	Equipment Maintenance	10,000	9,601	-399	-4%
5035	Vehicle Maintenance	6,000	7,150	1,150	19%
5036	Fuel	15,000	9,996	-5,004	-33%
5040	Equipment Rental	500	500	0	0%
5045	Insurance-Workers Comp.	12,000	11,192	-808	-7%
5046	Insurance-Liability	16,000	14,580	-1,420	-9%
5048	Insurance-Property	2,500	2,179	-321	-13%
5049	Insurance-Medical	76,500	76,363	-137	-0%
6000	Engineering Services	45,000	33,806	-11,194	-25%
6005	Watermaster Services	12,000	11,357	-643	-5%
6015	Administrative Salary	132,000	130,548	-1,452	-1%
6016	Administrative Bonus	0	0	0	
6017	Administrative Travel	3,000	2,449	-551	-18%
6020	BofD Compensation	4,200	4,250	50	1%
6021	Administrative & Board Exp.	1,000	399	-601	-60%
6022	B of D Election	12,500	115	-12,385	-99%
6024	Customer/Public Info. Prog.	1,000	1,686	686	69%
6025	PERS - KID	24,000	24,837	837	3%
6030	Social Security - KID	25,000	25,280	280	1%
6031	Medicare - KID	6,000	5,950	-50	-1%
6035	Office/Computer Supplies	7,000	5,374	-1,626	-23%

Account	Account Description	2016 Budget	2016 FYE Forecasted	Deviation from Budget	
				Amount	Percent
6036	Postage/Delivery	5,000	4,008	-992	-20%
6040	Professional Dues	11,000	11,033	33	0%
6045	Legal Services	15,000	9,145	-5,855	-39%
6050	Telephone	4,500	4,290	-210	-5%
6051	Mobile Telephone	1,500	717	-783	-52%
6052	Pagers	240	273	33	14%
6053	Internet Service	1,000	790	-210	-21%
6059	Computer/Software Maintenance	9,000	7,800	-1,200	-13%
6061	Office Equipment Maintenance	1,000	506	-494	-49%
6065	Accounting Services	7,000	8,550	1,550	22%
6070	Office & Accounting Labor	91,000	89,356	-1,644	-2%
6071	Office & Accounting Bonus	0	0	0	
6075	Professional/Contract Services	20,000	22,450	2,450	12%
6080	Administrative Fees	8,900	8,512	-388	-4%
6081	Permits/Fees	10,000	15,940	5,940	59%
6086	Taxes - Sales	0	352	352	
6088	Interest Expense	80,293	80,258	-35	-0%
6120	Bank Service Charges	5,000	5,606	606	12%
	Total Expenses	1,217,968	1,170,403	-47,565	-4%
	NET REVENUES	179,648	341,142	161,495	90%
	Other Expenditures and Adjustments				
1504	Water Mains	0	0	0	
1505	Water Tunnels	7,000	0	-7,000	-100%
1511	Water Treatment Plant	6,000	0	-6,000	-100%
1512	Water Meters	12,900	1,461	-11,439	-89%
1513	Electrical/Electronic Equipment	10,000	0	-10,000	-100%
1514	Computer/Office Equipment	5,000	1,652	-3,348	-67%
1515	Vehicles/Portable Equipment	20,000	20,465	465	2%
1516	Water Company Facilities	25,000	0	-25,000	-100%
1526	Vosburg Booster Station	0	0	0	
1527	SCADA	12,000	7,411	-4,589	-38%
1528	Tanks and Reservoirs	25,500	21,548	-3,952	-15%
1530	Tools	3,000	0	-3,000	-100%
2400	Installment Purchase Agreement	119,909	119,944	35	0%
	Total Other Expenditures	246,309	172,480	-73,828	-30%
	NET CASH FLOW	-66,661	168,662	235,323	-353%

Kinneloa Irrigation District
Income Statement for the Nine Months Ending September 30, 2016

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Comments	
Revenues								
4000	Water Sales	176,025.99	136,500.00	39,525.99	1,075,286.85	1,048,000.00	27,286.85	Increased sales due to high temperatures and 36 day reading period
4015	Wholesale Water Sales	0.00	0.00	0.00	68,125.76	0.00	68,125.76	
4020	Service/Installation Charges	383.96	833.33	(449.37)	11,265.84	7,499.97	3,765.87	*
4025	Asset Sale/Miscellaneous	0.00	0.00	0.00	10,675.00	0.00	10,675.00	
4035	Interest-Reserve Fund	1,000.01	666.67	333.34	8,853.56	6,000.03	2,853.53	
4070	Misc. Income	0.00	0.00	0.00	1,222.45	0.00	1,222.45	
	Total Revenues	177,409.96	138,000.00	39,409.96	1,175,429.46	1,061,500.00	113,929.46	
Expenses								
5005	Electricity	9,709.68	11,000.00	(1,290.32)	80,963.43	90,000.00	(9,036.57)	
5010	Maintenance/Repair Supplies	2,437.13	2,083.33	353.80	20,616.40	18,749.97	1,866.43	*
5011	Material and Labor for Install	2,336.43	833.33	1,503.10	2,948.92	7,499.97	(4,551.05)	*
5012	Safety Equipment	53.53	133.33	(79.80)	1,752.53	1,199.97	552.56	
5015	Operations Labor	11,784.92	12,083.33	(298.41)	105,396.24	108,749.97	(3,353.73)	
5016	Operations OT	3,901.50	1,291.67	2,609.83	28,841.10	11,625.03	17,216.07	* non-emergency OT not budgeted
5020	Stand-by Compensation	540.00	625.00	(85.00)	5,340.00	5,625.00	(285.00)	
5022	Training/Certification	0.00	133.33	(133.33)	470.00	1,199.97	(729.97)	
5025	Water Treatment/Analysis	1,406.16	1,833.33	(427.17)	13,364.24	16,499.97	(3,135.73)	
5030	Maintenance/Repair Contractors	4,902.27	10,416.67	(5,514.40)	82,075.62	93,750.03	(11,674.41)	*
5034	Equipment Maintenance	1,322.31	833.33	488.98	7,101.17	7,499.97	(398.80)	*
5035	Vehicle Maintenance	1,728.09	500.00	1,228.09	5,650.26	4,500.00	1,150.26	*
5036	Fuel	579.89	1,250.00	(670.11)	6,245.90	11,250.00	(5,004.10)	
5045	Insurance-Workers Compensation	2,538.00	3,000.00	(462.00)	8,192.00	9,000.00	(808.00)	
5046	Insurance-Liability	1,175.62	1,333.33	(157.71)	10,580.26	11,999.97	(1,419.71)	
5048	Insurance-Property	175.75	208.33	(32.58)	1,554.00	1,874.97	(320.97)	
5049	Insurance-Medical	6,359.74	6,375.00	(15.26)	57,237.66	57,375.00	(137.34)	
6000	Engineering Services	0.00	3,750.00	(3,750.00)	22,556.00	33,750.00	(11,194.00)	
6005	Watermaster Services	930.50	1,000.00	(69.50)	8,357.02	9,000.00	(642.98)	
6015	Administrative Salary	10,838.70	11,000.00	(161.30)	97,548.30	99,000.00	(1,451.70)	
6017	Administrative Travel	26.12	250.00	(223.88)	1,699.15	2,250.00	(550.85)	
6020	Board Compensation	200.00	350.00	(150.00)	3,200.00	3,150.00	50.00	
6021	Administrative & Board Expense	(465.00)	83.33	(548.33)	148.95	749.97	(601.02)	
6022	Board of Directors Election	0.00	0.00	0.00	115.45	12,500.00	(12,384.55)	
6024	Customer/Public Info. Prog.	125.00	83.33	41.67	1,436.25	749.97	686.28	
6025	PERS - KID	2,138.08	2,000.00	138.08	18,836.82	18,000.00	836.82	
6030	Social Security - KID	2,153.05	2,083.33	69.72	19,029.72	18,749.97	279.75	
6031	Medicare - KID	503.53	500.00	3.53	4,450.42	4,500.00	(49.58)	

Kinneloa Irrigation District
Income Statement for the Nine Months Ending September 30, 2016

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Comments
6035 Office/Computer Supplies	370.92	583.33	(212.41)	3,623.76	5,249.97	(1,626.21)	
6036 Postage/Delivery	611.00	416.67	194.33	2,758.49	3,750.03	(991.54)	
6040 Professional Dues	920.82	916.67	4.15	8,282.82	8,250.03	32.79	
6045 Legal Services	1,700.00	1,250.00	450.00	5,394.73	11,250.00	(5,855.27)	
6050 Telephone	348.58	375.00	(26.42)	3,164.83	3,375.00	(210.17)	
6051 Mobile Telephone	38.01	125.00	(86.99)	342.06	1,125.00	(782.94)	
6052 Pagers	22.51	20.00	2.51	213.15	180.00	33.15	
6053 Internet Service	59.99	83.33	(23.34)	539.91	749.97	(210.06)	
6059 Computer Software Maintenance	383.32	750.00	(366.68)	5,550.40	6,750.00	(1,199.60)	
6061 Office Equipment Maintenance	0.00	83.33	(83.33)	256.03	749.97	(493.94)	
6065 Accounting Services	0.00	0.00	0.00	8,550.00	7,000.00	1,550.00	
6070 Office & Accounting Labor	7,461.46	7,583.33	(121.87)	66,605.78	68,249.97	(1,644.19)	
6075 Professional/Contract Services	1,897.20	1,666.67	230.53	17,449.55	15,000.03	2,449.52 *	
6080 Administrative Fees	693.73	741.67	(47.94)	6,286.57	6,675.03	(388.46)	
6081 Permits/Fees	292.50	833.33	(540.83)	13,440.22	7,499.97	5,940.25 *	
6086 Taxes - Sales	0.00	0.00	0.00	352.23	0.00	352.23	
6088 Interest Expense	0.00	0.00	0.00	40,650.53	40,685.84	(35.31)	
6120 Bank Service Charges	541.21	416.67	124.54	4,356.44	3,750.03	606.41 *	
Total Expenses	82,742.25	90,878.30	(8,136.05)	803,525.31	851,090.54	(47,565.23)	
Net Income	94,667.71	47,121.70	47,546.01	371,904.15	210,409.46	161,494.69	

Favorable variances are shown in GREEN and unfavorable variances are shown in RED.

* Budgeted evenly in 2016

Kinneloa Irrigation District Balance Sheet as of September 30, 2016

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 349,563.77
1012	Reserve Fund-LAIF	119,279.32
1014	Reserve Fund-CalTRUST	1,140,656.72
1015	Accr. Int./Price Adj.-CalTRUST	(2,112.49)
1016	Accrued Interest-LAIF	127.37
1050	Project Escrow Account	925,013.37
1100	Accts. Receivable-Water Sales	36,082.78
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	193,199.40
1350	Prepaid Insurance	13,724.99
1360	Prepaid Expenses	11,278.98

Total Current Assets

2,806,042.73

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	2,484,918.24
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	185,398.06
1512	Water Meters	82,819.46
1513	Electrical/Electronic Equip.	256,918.72
1514	Computer/Office Equipment	63,541.77
1515	Vehicles & Portable Equipment	242,548.91
1516	Water Company Facilities	70,422.20
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
1523	Constr. in Progress-Vosburg	1,379,815.10
1524	Constr. in Progress-East/West	26,705.53
1526	Vosburg Booster	92,180.56
1527	SCADA Equipment	254,726.63
1528	Tanks and Reservoirs	119,491.90
1529	Holly Tanks	181,113.76
1530	Tools	6,811.57
1600	Accum. Depreciation	(3,996,775.64)

Total Property and Equipment

5,175,266.33

Other Assets

1901	PERS-Deferred Outflows	32,751.00
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Total Assets

\$ 8,014,060.06

Kinneloa Irrigation District
Balance Sheet as of September 30, 2016

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 28,663.64	
2272	Job Deposits	13,600.85	
2290	Accrued Vacation	18,237.60	
	Total Current Liabilities		60,502.09

Long-Term Liabilities

2400	Installment Purchase Agreement	2,182,193.57	
2801	PERS- Net Liability	178,176.00	
2901	PERS- Deferred Inflows	69,785.00	
	Total Long-Term Liabilities		2,430,154.57
	Total Liabilities		2,490,656.66

Capital

3040	Fund Balance	5,151,499.25	
	Net Income	371,904.15	
	Total Capital		5,523,403.40
	Total Liabilities & Capital		\$ 8,014,060.06

Kinneloa Irrigation District
Statement of Cash Flow
For the Nine Months Ended September 30, 2016

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ 94,667.71	\$ 371,904.15
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	4,804.77	(6,420.07)
1101 Accts. Receiv.-Service Charges	0.00	719.88
1340 Accrued Water Sales	(31,708.14)	(95,145.11)
1350 Prepaid Insurance	(12,932.63)	(4,258.74)
1360 Prepaid Expenses	2,956.06	8,978.08
2000 Accounts Payable	11,449.52	(51,080.48)
2271 Deposits-Construction Meters	0.00	(850.00)
2272 Job Deposits	0.00	6,300.85
2274 PGFSC Grant	0.00	(48,509.72)
	(25,430.42)	(190,265.31)
Net Cash Provided by Operations	69,237.29	181,638.84
 Cash Flows from Investing Activities		
<i>Used for</i>		
1512 Water Meters	0.00	(1,461.25)
1514 Computer/Office Equipment	0.00	(1,652.05)
1515 Vehicles & Portable Equipment	0.00	(20,464.75)
1523 Constr. in Progress-Vosburg	(3,490.50)	(141,828.97)
1524 Constr. in Progress-East/West	(7,243.90)	(11,156.47)
1527 SCADA Equipment	0.00	(7,410.67)
1528 Tanks and Reservoirs	0.00	(21,547.51)
	(10,734.40)	(205,521.67)
Net Cash Used in Investing	(10,734.40)	(205,521.67)
 Cash Flows from Financing Activities		
<i>Proceeds from</i>		
<i>Used for</i>		
2400 Installment Purchase Agreement	0.00	(59,450.45)
	0.00	(59,450.45)
Net Cash Used in Financing	0.00	(59,450.45)
Net Increase (Decrease) in Cash	\$ 58,502.89	\$ (83,333.28)
 Summary		
Cash Balance at End of Period	\$ 2,532,528.06	\$ 2,532,528.06
Cash Balance at Beg. of Period	(2,474,025.17)	(2,615,861.34)
Net Increase (Decrease) in Cash	\$ 58,502.89	\$ (83,333.28)

Kinneloa Irrigation District
Check Register
For the Period from September 1, 2016 to September 30, 2016

Date	Check #	Payee	Amount	Description
9/9/16	EFT2869	CA Public Employees Ret. Sys.	3,540.68	calPERS August KID & employee contributions
9/9/16	EFT2870	Century Business Solutions	15.00	monthly service fee
9/9/16	EFT2871	Century Business Solutions	251.00	banking service fee
9/9/16	EFT2872	Southern California Edison Co.	8,822.97	electricity
9/9/16	8339	ACWA/JPIA	7,499.02	October health insurance - KID/employee
9/9/16	8340	AmeriPride Services	48.00	shop towel service
9/9/16	8341	Shirley Burt	24.46	mileage reimbursement
9/9/16	8342	Consolidated Electrical Distributors	36.14	anti-oxidant comp.
9/9/16	8343	Eurofins Eaton Analytical, Inc.	237.60	water sample analysis
9/9/16	8344	Foothill Municipal Water District	693.73	administrative fee
9/9/16	8345	Melvin L. Matthews	141.19	August mileage & expense reimbursement
9/9/16	8346	McMaster Carr	1,189.14	generator, pump and general maint. supplies/tools
9/9/16	8347	Stump Fence Co.	870.00	Glen Reservoir gate repair
9/9/16	8348	Ultimate Cleaning Solutions, Inc.	75.00	janitorial service
9/9/16	8349	Underground Service Alert	28.50	digalert
9/9/16	8350	Utility Service Co., Inc.	4,284.27	tank maintenance agreement
9/15/16	EFT2873	Bernadette C. Allen	992.01	salary
9/15/16	EFT2874	Christopher A. Burt	2,877.24	salary
9/15/16	EFT2875	Shirley L. Burt	1,508.18	salary
9/15/16	EFT2876	Melvin L. Matthews	3,379.76	salary
9/15/16	30929306	Brian L. Fry	1,642.64	salary
9/15/16	30929307	Chris J. Mellinger	367.77	salary
9/15/16	EFT2877	Christopher A. Burt	150.00	salary
9/15/16	EFT2878	Automatic Data Processing, Inc.	5,618.61	withholding and taxes
9/20/16	EFT2879	American Messaging Services, LLC	22.51	paggers
9/20/16	EFT2880	Arco Gaspro Plus	579.89	truck gas
9/20/16	EFT2881	Athens Services	156.57	trash pick up
9/20/16	EFT2882	Pasadena Municipal Services	1,501.99	electricity
9/20/16	EFT2883	Verizon Wireless	38.01	mobile phone
9/20/16	8351	BrightView Landscape Services, Inc	1,490.00	landscape maintenance
9/20/16	8352	Byrd Industrial Electronics	580.86	trfr. switch/genr. Sage Bster.; clock error Euc. Bster.
9/20/16	8353	Clinical Laboratory, SB	24.00	water sample analysis
9/20/16	8354	Lagerlof, Senecal, Gosney & Kruse	1,700.00	legal services
9/20/16	8355	McMaster Carr	674.65	2008-2 truck vise parts; equip. maint. supplies/tools
9/20/16	8356	Western Water Works	2,121.69	parts for service installation - Fairpoint
9/30/16	8357	ACWA/JPIA	14,284.00	premium: auto/gen'l liability insurance
9/30/16	8358	AmeriPride Services	48.00	shop towel service
9/30/16	8359	Consolidated Electrical Distributors	116.36	fluorescent bulbs - Vosburg Res.
9/30/16	8360	Eurofins Eaton Analytical, Inc.	105.60	water sample analysis
9/30/16	8361	Generator Services Co.	1,024.64	new voltage regulator installed on Sage generator
9/30/16	EFT2884	Bank of the West Business Card	965.11	see attached schedule - August
9/30/16	EFT2885	Charter Communications	333.57	internet and telephone

Kinneloa Irrigation District
Check Register
For the Period from September 1, 2016 to September 30, 2016

Date	Check #	Payee	Amount	Description
9/30/16	EFT2886	Automatic Data Processing, Inc.	75.75	payroll processing
9/30/16	EFT2887	Automatic Data Processing, Inc.	81.88	payroll processing
9/30/16	EFT2888	Bernadette C. Allen	1,008.61	salary
9/30/16	EFT2889	Christopher A. Burt	3,720.36	salary
9/30/16	EFT2890	Shirley L. Burt	1,508.18	salary
9/30/16	EFT2891	Francis J. Griffith	92.35	salary
9/30/16	EFT2892	Gerrie G. Kilburn	92.35	salary
9/30/16	EFT2893	Melvin L. Matthews	3,379.76	salary
9/30/16	30963150	Brian L. Fry	1,467.62	salary
9/30/16	30963151	Chris J. Mellinger	361.32	salary
9/30/16	EFT2894	Christopher A. Burt	150.00	salary
9/30/16	EFT2895	Automatic Data Processing, Inc.	6,239.45	withholding and taxes
	Total		<u>88,237.99</u>	

**Credit Card Detail Bank of the West
August 2016**

(Expenses incurred/billed in August and due/paid in September.)

Acct. No.	Account Description	Additional Description	BCA	CAB	SLB	BLF	MLM	CJM	TOTAL
5010	Maintenance Supplies	irrigation supplies				\$261.88			\$261.88
5012	Safety Equipment								\$0.00
5022	Training/Certification								\$0.00
5025	Water Treatment/Analysis	salt				\$31.33			\$31.33
5035	Vehicle Maintenance	Ford 2008-01 smog inspection		\$70.00					\$70.00
5036	Fuel								\$0.00
6017	Adm. Travel	SLB meal 8/19/16*; MLM airport parking 8/19/16			\$30.63		\$12.00		\$42.63
6021	Adm. & Bd. Exp.								\$0.00
6035	Office/Computer Supplies	office supplies			\$100.23				\$100.23
6036	Postage/Delivery	postage			\$376.00	\$1.57	\$6.47		\$384.04
6040	Professional Dues								\$0.00
6050	Telephone	answering service					\$75.00		\$75.00
6051	Mobile Phone								\$0.00
6053	Internet Service								\$0.00
6059	Computer/Software Maint.								\$0.00
6061	Office Equipment Maint.								\$0.00
6075	Outside Services								\$0.00
6081	Permits/Fees								\$0.00
TOTAL			\$0.00	\$70.00	\$506.86	\$294.78	\$93.47	\$0.00	\$965.11

* accidental personal charge to be reimbursed by SLB September expense report

Kinneloa Irrigation District - Project Escrow Account
Check Register
For the Period from September 1, 2016 to September 30, 2016

Date	Check #*	Payee	Amount	Description
9/15/16	4025	Civiltec Engineering, Inc.	<u>3,490.50</u>	Vosburg pump station replacement - extra work
Total			<u><u>3,490.50</u></u>	

* Check numbers assigned by the banking institution and may not be consecutive.