

KINNELOA IRRIGATION DISTRICT
REGULAR MEETING – BOARD OF DIRECTORS
1999 KINCLAIR DRIVE, PASADENA, CA 91107
TUESDAY – JUNE 18, 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** – May 21, 2013

5. **REVIEW FINANCIAL REPORTS** – May 31, 2013

6. **ITEMS FOR NEXT AGENDA**

7. **CALENDAR** – July 16, 2013
August 20, 2013
September 17, 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 June 18, 2013

I. Capital Improvement, Preventative Maintenance and Repair Projects

- A. **Tree Removal** – A large pine tree was removed on our property adjacent to 1929 Pasadena Glen Road. The tree, previously tilted to a 45 degree angle, would block the road if completely fallen.
- B. **SCADA** – Additional programming upgrades were completed on the SCADA computer at the office.
- C. **West Tank** – Exterior painting was completed by Utility Services Company as part of our tank maintenance contract
- D. **Pumps and Generators** – Normal monthly testing was completed.

II. Customer Information and Internet Site Statistics

A. Delinquent Accounts –

- 27 accounts received past-due notice
- 27 accounts received late charges in the total amount of \$441.07
- 7 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 as of May 31, 2013 –

Current	30 days	60 days	90 days or greater	Total
\$31,963.50	\$1,712.42	\$281.28	\$121.28	\$34,078.48

C. Internet Statistics for the Month of May 2013 –

Month	Number of requests	Number of page requests
May 2013	6,921	3,250

III. General Manager's Projects and Activities

- A. **Billing System** – Met with Garth Stern of Able Software to discuss our desired features and improvements in the Utility Star software over the next year and their vision for the future of this semi-customized program. The company has been very responsive in dealing with the minor problems that we have encountered and has done the requested report customization at no charge.
- B. **IRS Review** – The IRS conducted an employment tax compliance check via telephone on our employer/employee procedures and payroll reports for 2011. This was a routine review and no

significant deficiencies were found. The procedure for selecting and issuing 1099 forms to vendors and determining taxable fringe benefits, such as vehicles, were also reviewed.

- C. Pasadena Glen Fire Safe Council (PGFSC)** – The MOU has been signed and KID PGFSC bank account has been established. PGFSC insurance policy is pending receipt of initial grant funding. The written response from our attorney, William Kruse is included in this month's agenda packet as requested by Director Barkhurst. The first quarter reports have been submitted to the California Fire Safe Council.
- D. Southern California Edison (SCE) Energy Outlook** – I attended this conference to hear about the status of the utility and the future direction on the rate structure and energy rates. Although we are still analyzing the specific impact on the KID, the utility-wide average increase 2013 is anticipated to be approximately 14% if all the pending rate changes are approved by the California Public Utilities Commission. The increase in rates is being driven by California's mandatory renewable energy portfolio standard which requires that 33% of SCE's energy must come from renewable sources by 2020. Compounding the problem is the difficulty in getting approval for construction of additional natural gas power plants and regulatory delays in getting the San Onofre Nuclear Generating Station back online.

IV. Information for the Board and Requests from the Board

- A. PGFSC MOU Opinion Letter** – The letter from our attorney, William Kruse is included in this agenda packet.

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 review of the draft 2012 audit. I also attended the Region 8 conference titled "What Lies Beneath? – A Look at Groundwater in Southern California". The focus was on groundwater management including storage projects, local agency innovations and policy issues surrounding management practices.
- B. Raymond Basin Management Board (RBMB)** – Arcadia's attorney has sent a letter to the Board establishing the city's position on 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. A special board meeting was cancelled pending review by the RBMB's attorney.
- 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 board budget workshop as well as the finance committee meeting where we worked on the 2013-2014 proposed budget to be presented to the board at the June 17th meeting.
- E. National Pollutant Discharge Elimination System (NPDES) Permit Working Group** – I am on the committee that is preparing the draft MOU and Best Management Practices (BMP's) that will be presented to the MS4 (storm sewer) operators in Los Angeles County as part of the implementation of the new MS4 permit approved by the Regional Water Quality Control Board (RWQCB). Initial drafts of these documents were completed this month. Once implemented, the permit gives us increased flexibility for normal operational discharges as well as unplanned discharges such as water main breaks and water used for firefighting.



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Established 1908

May 23, 2013

Mr. Melvin L. Matthews
General Manager
Kinneloa Irrigation District
1999 Kinclair Drive
Pasadena, CA 91107-1017

Re: Pasadena Glen Fire Safe Council; Memorandum of Understanding

Dear Mel:

We have had an opportunity to review the Memorandum of Understanding between Pasadena Glen Fire Safe Council and Kinneloa Irrigation District. The contract deals with Kinneloa's duties as "fiscal sponsor" with regard to the administration of certain grant monies.

Under the Agreement, Kinneloa is to manage the grant monies through deposit in a separate account and maintain financial records associated with the grant. The Agreement also obligates Kinneloa to provide certain "in kind" services. These include making available Kinneloa's meeting room and a reservoir site for staging equipment and materials. Kinneloa is also required to allow for use of certain office equipment. In addition, the District is obligated to store certain paper records in electronic records for the term of the grant and "as needed" thereafter.

The Agreement contains provisions dealing with insurance and indemnification of the District. The Pasadena Glen Fire Safe Council agrees to be solely responsible for any damages associated with the use of the District's facilities, except for claims arising out of negligence or willful misconduct of KID personnel. The Council is also obligated to provide and maintain general liability insurance with limits of \$1,000,000 per occurrence and \$2,000,000 general aggregate. The liability insurance is to extend to not only the District, but its directors, officers, employees, and authorized volunteers.

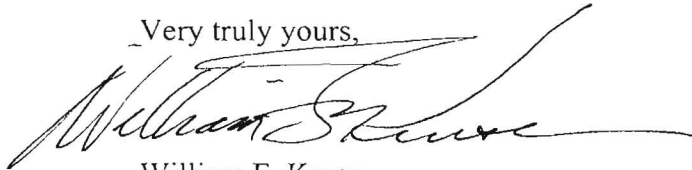
In signing the Memorandum of Understanding, the Kinneloa Irrigation District obligates itself to perform the services set forth in the Agreement. The Agreement is valid and binding under California law, and the District should be certain that it has the necessary personnel and other

Mr. Melvin Matthews
May 23, 2013
Page 2

resources to be able to fulfill its obligations. There is relatively little risk to the District, however, in view of the fact that it is not directly performing work in connection with the actual fire protection efforts, but is acting merely as an administrative entity. So long as the District employs good practices with regard to financial management, it should be able to fulfill its obligations under this agreement without difficulty.

Please contact me with any questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "William F. Kruse", written over a horizontal line.

William F. Kruse
of
Lagerlof, Senecal, Gosney & Kruse, LLP

WFK/pjc
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*Lagerlof
Senecal
Gosney & Kruse*
LLP

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
MAY 21, 2013**

MEMBERS PRESENT: Directors Barkhurst, Eldridge, Griffith, Kilburn and Sorell

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

CALL TO ORDER: The Meeting was called to order by the President, Gerrie Kilburn, at 1935 hours. She noted that there was a quorum present.

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

REVIEW OF PASADENA GLEN FIRE SAFE COUNCIL STATUS AND DOCUMENTS:

The “MEMORANDUM OF UNDERSTANDING” between the Pasadena Glen Fire Safe Council and the Kinneloa Irrigation District that had been signed by Gerrie Kilburn, President of the Kinneloa Irrigation District and Mala Arthur, President of the Council, was reviewed by the Board.

Director Griffith questioned as to the status of the Liability Insurance and the **General Manager** explained that the Council had not received any monies yet with which to purchase the insurance but that no projects would be started until a copy of the Certificate of Liability Insurance had been received by the Kinneloa Irrigation District.

Director Barkhurst questioned the absence of the legal opinion from the District’s legal council and the General Manager replied that he had discussed the matter with Mr. Kruse over the phone and had received his approval.

Director Barkhurst requested that the General Manager obtain a written opinion from Mr. Kruse regarding this matter and there was unanimous agreement with this request by the other Board Members.

APPROVAL OF RESOLUTION 2013-05-21—AUTHORIZED SIGNATURES FOR THE KINNELOA IRRIGATION DISTRICT--PASADENA GLEN FIRE SAFE COUNCIL BANK ACCOUNT.

Director Barkhurst explained that this resolution formalized the Bank Document that had already been signed by the four directors named in the resolution. It was M/S/C-(Barkhurst/Sorell-5/0) “That the checks of the Kinneloa Irrigation District- Pasadena Glen Fire Safe Council bank account be signed by two of the four authorized signatures, namely President-Gerrie Kilburn, Treasurer-Richard Barkhurst, Director-Frank Griffith, and Director-Steven Sorell.”

GENERAL MANAGER’S REPORT:

The **General Manager** reviewed his report and noted that the West Tank will be painted next week.

REVIEW OF MINUTES:

The minutes of April 16, 2013, were approved for filing as presented.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
KINNELOA IRRIGATION DISTRICT
MAY 21, 2013**

Page 2

REVIEW OF FINANCIAL REPORTS:

The reports for April 30, 2013, were reviewed and accepted for filing as presented.

ITEMS FOR NEXT AGENDA:

There were no items proposed for the next meeting.

ADJOURNMENT:

The meeting was adjourned at 2005 hours. The next meeting will be on June 18, 2013, at 7:30 P.M.

Director Griffith stated that he will be out of town on June 18, 2013.

Respectfully submitted,

Shirley Burt
Secretary to the Board



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Memo

Date: June 12, 2013
 To: Board of Directors
 From: Mel Matthews
 Subject: Financial Review for May 2013

Total Revenues were \$102,810.23 with retail water sales of \$101,177.13 which is less than the budgeted amount of \$105,000.00. Deliveries of wholesale water to Pasadena continue to be suspended in anticipation of increased customer demand due to hot and dry weather. Consequently, we had no wholesale revenue for the month as compared to the budgeted amount of \$30,000.00. Overall revenues for the year to date are \$507,376.59 as compared to the budgeted amount of \$529,833.30. **Total Expenses** were \$85,932.00 as compared to the budgeted amount of \$82,944.98. The general ledger accounts that were significantly different than the budgeted amounts are as follows:

4015	Wholesale Water	0.00	30,000.00	-30,000.00	Deliveries suspended due to increased customer demand
5011	Material/Labor for Install	3,804.00	833.33	2,970.67	Brown Well water service - budgeted amount spread evenly over year
5016	Operations Overtime	1,110.69	833.33	277.36	Leak repair
5030	Maintenance Contractors	14,078.14	10,416.67	3,661.47	Leak repair; paving; valve maintenance; electrical repair; tree removal
5034	Equipment Maintenance	4,868.73	833.33	4,035.40	Service on 4 generators - budgeted amount spread evenly over year

Net Income was \$16,878.23 as compared to a budgeted amount of \$53,221.68. The primary reason for this result is a lack of income from wholesale water sales. There was \$2,983.47 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 \$101,202.62 is substantially less than the budgeted amount of \$189,550.00.

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 \$868,862.80 as of May 31, 2013. The net increase in cash for the month was \$48,848.11 and the total increase of cash for the year to date is \$71,429.83. The anticipated budgeted projects for 2013 are \$256,681.00 and are being funded out of the cash reserves.

Kinneloa Irrigation District
Income Statement for the Five Months Ending May 31, 2013

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Revenues				
4000 Water Sales	101,477.13	105,000.00	470,580.26	404,000.00
4015 Wholesale Water Sales	0.00	30,000.00	30,220.27	120,000.00
4020 Service/Installation Charges	1,076.09	833.33	5,076.34	4,166.65
4035 Interest-Reserve Fund	257.01	333.33	1,499.72	1,666.65
Total Revenues	102,810.23	136,166.66	507,376.59	529,833.30
Expenses				
5005 Electricity	8,409.11	10,500.00	39,959.81	36,400.00
5010 Maintenance Supplies	1,823.75	1,666.67	12,055.21	8,333.35
5011 Material and Labor for Install	3,804.00	833.33	5,210.10	4,166.65
5012 Safety Equipment	0.00	133.33	571.77	666.65
5015 Operations & Maintenance Labor	12,505.48	12,916.67	60,000.29	64,583.35
5016 Operations & Maintenance OT	1,110.69	833.33	5,286.33	4,166.65
5020 Stand-by Compensation	660.00	625.00	3,090.00	3,125.00
5022 Training/Certification	70.00	133.33	320.00	666.65
5025 Water Treatment/Analysis	1,250.33	1,833.33	6,201.93	9,166.65
5030 Maintenance Contractors	14,078.14	10,416.67	19,930.28	52,083.35
5034 Equipment Maintenance	4,868.73	833.33	5,667.34	4,166.65
5035 Vehicle Maintenance	821.10	500.00	980.61	2,500.00
5036 Fuel - All Equipment	849.84	1,250.00	5,866.77	6,250.00
5045 Insurance-Workers Compensation	0.00	0.00	(3,698.67)	3,000.00
5046 Insurance-Liability	1,249.00	1,833.33	2,666.62	9,166.65
5048 Insurance-Property	180.00	208.33	128.87	1,041.65
5049 Insurance-Medical	5,510.44	3,833.33	27,552.20	19,166.65
6000 Engineering Services	0.00	3,750.00	2,375.00	18,750.00
6005 Watermaster Services	878.42	1,000.00	3,576.27	5,000.00
6015 Administrative Salary	10,316.64	10,833.33	51,583.20	54,166.65
6016 Administrative Bonus	0.00	0.00	2,500.00	0.00
6017 Administrative Travel	73.68	416.67	548.92	2,083.35
6020 BofD Compensation	400.00	400.00	1,900.00	2,400.00
6021 Administrative & Board Expense	0.00	208.33	63.86	1,041.65
6024 Customer/Public Info. Prog.	0.00	250.00	68.13	1,250.00
6025 PERS - KID	1,391.67	1,250.00	6,754.13	6,250.00
6030 Social Security - KID	2,442.18	2,416.67	12,025.18	12,083.35
6035 Office/Computer Supplies	1,113.56	750.00	2,351.03	3,750.00
6036 Postage/Delivery	351.41	500.00	1,074.04	2,500.00
6040 Professional Dues	574.25	625.00	2,871.25	3,125.00
6045 Legal Services	318.75	1,250.00	818.60	6,250.00
6050 Telephone	410.80	333.33	1,928.81	1,666.65
6051 Mobile Telephone	88.48	166.67	698.37	833.35
6052 Pagers	19.00	20.00	95.00	100.00
6053 Internet Service	84.94	125.00	550.68	625.00
6059 Computer/Software Maintenance	547.00	750.00	878.46	3,750.00
6061 Office Equipment Maintenance	0.00	83.33	0.00	416.65
6065 Accounting Services	0.00	0.00	6,200.00	6,000.00
6070 Office & Accounting Labor	6,931.05	6,500.00	32,832.20	32,500.00
6075 Outside Services	1,064.62	1,666.67	4,571.00	8,333.35
6080 Administrative Fees	579.44	583.33	2,595.34	2,916.65
6081 Permits/Fees	753.44	416.67	6,251.22	2,083.35
6120 Bank Service Charges	402.06	300.00	1,756.98	1,500.00
Total Expenses	85,932.00	82,944.98	338,657.13	408,024.90
Net Income	16,878.23	53,221.68	168,719.46	121,808.40

Kinneloa Irrigation District
Income Statement for the Five Months Ending May 31, 2013

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget
Other Expenditures				
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	0.00	1,800.00	20,440.37	19,400.00
1513 Electrical/Electronic Equip.	0.00	2,083.33	0.00	10,416.65
1514 Computer/Office Equipment	0.00	416.67	0.00	2,083.35
1516 Water Company Facilities	0.00	1,000.00	0.00	5,000.00
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	2,983.47	1,250.00	19,068.24	6,250.00
1530 Tools	0.00	200.00	0.00	1,000.00
Total Other Expenditures	2,983.47	6,750.00	101,202.62	189,550.00
Total Increase or (Drawdown)	13,894.76	46,471.68	67,516.84	(67,741.60)

Kinneloa Irrigation District
Balance Sheet
May 31, 2013

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 289,304.92
1011	Checking-PGFSC	62.00
1012	Reserve Fund-LAIF	118,109.25
1014	Reserve Fund-CalTRUST	461,448.63
1015	Accr. Int./Price Adj.-CalTRUST	1,284.16
1016	Accrued Interest-LAIF	89.91
1100	Accts. Receivable-Water Sales	34,078.48
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	95,210.02
1350	Prepaid Insurance	5,182.49
1360	Prepaid Expenses	12,797.89

Total Current Assets

1,036,796.27

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	74,728.23
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

4,322,417.12

Total Assets

\$ 5,359,213.39

Kinneloa Irrigation District
Balance Sheet
May 31, 2013

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 26,771.06	
2272	Job Deposits	650.00	
2274	PGFSC Grant	62.00	
2290	Accrued Vacation	15,931.70	
	Total Current Liabilities		43,414.76

Long-Term Liabilities

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

	Total Liabilities		62,394.23
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Capital

3040	Fund Balance	5,126,947.39	
3900	Prior Year Adjustments	5,765.00	
	Net Income	164,106.77	
	Total Capital		5,296,819.16

	Total Liabilities & Capital	\$ 5,359,213.39	
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Kinneloa Irrigation District
Statement of Cash Flow
For the Five Months Ended May 31, 2013

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ 16,878.23	\$ 168,719.46
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	2,427.63	9,379.12
1102 Accts. Receiv.-Wholesale Water	30,220.27	0.00
1350 Prepaid Insurance	1,429.00	5,977.08
1360 Prepaid Expenses	1,739.67	(2,353.65)
2000 Accounts Payable	(1,575.22)	(9,455.43)
2272 Job Deposits	650.00	303.87
2274 PGFSC Grant	62.00	62.00
	34,953.35	3,912.99
Net Cash Provided by Operations	51,831.58	172,632.45
 Cash Flows from Investing Activities		
<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	0.00	(20,440.37)
1522 Eucalyptus Booster Station	0.00	(32,053.67)
1526 Vosburg Booster	0.00	(8,349.00)
1527 SCADA Equipment	(2,983.47)	(19,068.24)
	(2,983.47)	(101,202.62)
Net Cash Used in Investing	(2,983.47)	(101,202.62)
 Cash Flows from Financing Activities		
<i>Proceeds from</i>		
<i>Used for</i>		
	0.00	0.00
Net Cash Used in Financing	0.00	0.00
Net Increase (Decrease) in Cash	\$ 48,848.11	\$ 71,429.83
 Summary		
Cash Balance at End of Period	\$ 965,508.89	\$ 965,508.89
Cash Balance at Beg. of Period	(916,660.78)	(894,079.06)
	\$ 48,848.11	\$ 71,429.83
Net Increase (Decrease) in Cash	\$ 48,848.11	\$ 71,429.83

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

Date	Check #	Payee	Amount	Description
5/2/13	7295	A&B Electric	431.36	Sage phase monitor relay; Wilcox flex to 75hp motor
5/2/13	7296	Consolidated Electrical Distrib.	103.33	watt hour meter, Sage CI2 pump replacement
5/2/13	7297	Denram Products	68.13	Annual Consumer 2012 Report (.pdf/50 print)
5/2/13	7298	Egan & Egan	2,200.00	fees, less progress billing, 2012 audit
5/2/13	7299	Eurofins Eaton Analytical, Inc.	282.00	water sample analysis
5/2/13	7300	Melvin L. Matthews	296.34	April expense/mileage reimb.; computer monitor
5/2/13	7301	Raymond Basin Mgmt. Board	10,552.00	watermaster services
5/2/13	7302	Red Supply	54.71	maintenance supplies
5/2/13	7303	Specialty Services	275.00	janitorial service
5/2/13	7304	Western Water Works	81.10	7.60 x CC3 Saddle, Brown Well Irr. Service
5/2/13	7305	Underground Service Alert	53.00	digalert service
5/2/13	7306	VOID		check #7305 descriptions, overprinted check #7306
5/2/13	EFT1761	Bank of America Business Card	2,815.53	see attached schedule - March
5/2/13	EFT1762	Pasadena Municipal Services	1,369.26	electricity
5/2/13	EFT1763	Southern California Edison Co.	6,306.10	electricity
5/2/13	EFT1764	Verizon Wireless	86.62	mobile phone
5/7/13	EFT1763V	Southern California Edison Co.	-6,306.10	SCE revised statement; actual charges on EFT1777
5/15/13	EFT1765	Bernadette C. Allen	914.51	salary
5/15/13	EFT1766	Christopher A. Burt	2,221.74	salary
5/15/13	EFT1767	Shirley L. Burt	1,437.85	salary
5/15/13	EFT1768	Melvin L. Matthews	3,281.73	salary
5/15/13	65469999	Brian L. Fry	1,638.61	salary
5/15/13	65470000	Felix Galindo	392.64	salary
5/15/13	65470001	Chris J. Mellinger	399.04	salary
5/15/13	EFT1769	Christopher A. Burt	150.00	salary
5/15/13	EFT1770	Automatic Data Processing	61.14	payroll processing
5/15/13	EFT1771	Automatic Data Processing	4,928.40	withholding and taxes
5/21/13	7307	Starlite, Inc.	372.78	net refund on construction meter deposit
5/21/13	7308	ACWA/JPIA	6,518.62	health ins. - KID/employee
5/21/13	7309	AmeriPride Services	52.84	shop towel service
5/21/13	7310	Clinical Laboratory, SB Inc	329.00	water sample analysis
5/21/13	7311	Cook Paging, Inc.	19.00	paggers
5/21/13	7312	FLOLOC Products International	382.04	Flo-Loc spare hood parts actuator
5/21/13	7313	Foothill Municipal Water District	579.44	administrative fee
5/21/13	7314	Lagerlof, Senecal, Gosney & Kruse	318.75	review grant materials, mou, phone conference
5/21/13	7315	Monrovia Mailing Company	377.11	April statement mail handling and postage
5/21/13	7316	Paul Roberts	340.00	pump septic tank
5/21/13	7317	Perry Thomas Construction Co.	9,097.00	Brown Well meter install; leak repair; paving
5/21/13	7318	Pump Check	1,280.00	pump efficiency and water meter testing
5/21/13	7319	Raymond Basin Mgmt. Board	649.93	Title 22 monitoring, sampling & admin. 11/12-1/13
5/21/13	7320	Utility Service Co., Inc.	3,763.82	tank maintenance agreement
5/21/13	7321	Western Water Works	1,325.00	Brown Well install supplies, stock

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

Date	Check #	Payee	Amount	Description
5/21/13	EFT1772	Century Business Solutions	15.00	monthly banking service fee
5/21/13	EFT1773	Arco Gaspro Plus	849.84	truck gas
5/21/13	EFT1774	Calif. Public Emp. Ret. Sys.	3,016.90	CalPERS - April KID and employee
5/21/13	EFT1775	Century Business Solutions	98.12	banking service fee
5/21/13	EFT1776	Charter Communications	334.79	internet and telephone
5/21/13	EFT1777	Southern California Edison Co.	6,989.64	electricity
5/31/13	EFT1778	Bernadette C. Allen	1,001.37	salary
5/31/13	EFT1779	Richard L. Barkhurst	92.35	salary
5/31/13	EFT1780	Christopher A. Burt	2,182.57	salary
5/31/13	EFT1781	Shirley L. Burt	1,542.45	salary
5/31/13	EFT1782	Francis J. Griffith	92.35	salary
5/31/13	EFT1783	Gerrie G. Kilburn	92.35	salary
5/31/13	EFT1784	Melvin L. Matthews	3,281.73	salary
5/31/13	EFT1785	Steven G. Sorell	57.35	salary
5/31/13	65481081	Brian L. Fry	1,706.98	salary
5/31/13	65481082	Felix Galindo	521.38	salary
5/31/13	65481083	Chris J. Mellinger	417.45	salary
5/31/13	EFT1786	Christopher A. Burt	150.00	salary
5/31/13	EFT1787	Automatic Data Processing	67.20	payroll processing
5/31/13	EFT1788	Automatic Data Processing	5,242.42	withholding and taxes
5/31/13	EFT1789	Athens Services	149.30	trash pick up
5/31/13	EFT1790	Earthlink Network	4.95	internet
Total			<u>87,405.86</u>	

Credit Card Detail

March 2013

(Expenses incurred in March, billed in April, due in May, and paid in May.)

Acct. No.	Account Description	Additional Description	Shirley	Mel	Brian	Chris B	Chris M	TOTAL
5010	Maintenance Supplies	maint. supplies, pro-read reg covers, batteries			\$94.73	\$1,278.44		\$1,373.17
5012	Safety Equipment							\$0.00
5022	Training/Certification							\$0.00
5025	Water Treatment/Analysis	cl2 maintenance unicolor supplies				\$152.60		\$152.60
5035	Vehicle Maintenance	12 volt charger, 1996 Chevy brake service				\$489.62		\$489.62
5036	Fuel							\$0.00
6017	Adm. Travel							\$0.00
6021	Adm. & Bd. Exp.							\$0.00
6035	Office/Computer Supplies	storage totes (3), erasers, paper	\$118.31					\$118.31
6036	Postage/Delivery	postage	\$99.37					\$99.37
6040	Professional Dues							\$0.00
6050	Telephone	answering service February		\$78.00				\$78.00
6051	Mobile Phone							\$0.00
6053	Internet Service							\$0.00
6059	Computer/Software Maintenance	LogMeIn Pro (5), Central yearly subsc.(1)		\$488.00				\$488.00
6061	Office Equipment Maintenance							\$0.00
6075	Outside Services	Flo-Loc spare keys (6)				\$16.46		\$16.46
6081	Permits/Fees							\$0.00
TOTAL			\$217.68	\$566.00	\$94.73	\$1,937.12	\$0.00	\$2,815.53

Kinneloa Irrigation District - PGFSC Grant Account

Check Register

For the Period from May 1, 2013 to May 31, 2013

Date	Check #	Payee	Amount	Description
EFT001	5/31/13	Superior Press	<u>38.00</u>	Check Printing
Total			<u><u>38.00</u></u>	