

KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, March 29, 2022
3:00 P.M.

AGENDA

This meeting will be conducted at the District office in accordance with the Brown Act and the Governor's Executive Orders N-25-20 (Mar. 12, 2020), N-29-20 (Mar. 17, 2020), N-08-21 (Jun. 11, 2021) and AB 361 which waive the Brown Act provisions found in Govt. Code section 54953(b)(3) which require the physical presence of the members, the clerk, or other personnel of the body, or the public, as a condition of participation in, or quorum for, a public meeting and allow teleconferencing. Face coverings are required for attendance at the office. Public comment may be made in person or submitted via email to kinneloa@outlook.com prior to the meeting and 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** – 3:00 P.M.
 - 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. **OATH OF OFFICE** – Division 4 Appointee Thomas “Tom” Leo Majich II

4. **FORMAT OF MEETING MINUTES** – Board to discuss format and content of meeting minutes in consideration of the recommendation of the District’s General Counsel

5. **REVIEW OF MINUTES** – February 15, 2022
Recommended Action: Review and approve motion to file

6. **REVIEW OF FINANCIAL REPORTS** – January 31, 2022 and February 28, 2022
Recommended Action: Review and approve motion to file

7. **GENERAL MANAGER’S REPORT** – Information item presented by the General Manager
Recommended Action: General Manager to summarize the report and respond to questions

8. **ELECTION OF INDEPENDENT SPECIAL DISTRICT REPRESENTATIVES TO LAFCO**

9. PROJECT UPDATES

- a. Customer Outreach – Demographic survey and newsletter
- b. System Maps Update
- c. Emergency Response Plan
- d. Master Plan Revision – Draft Technical Memo from consultant
- e. Brown-Glen Pipeline Improvement Project – Water System Analysis and Technical Memorandum for Brown/ Glen Pressure Sustaining Valve Study from engineer

10. TELECONFERENCING OF BOARD MEETINGS – Board to consider continuing to waive certain provisions of the Brown Act as permitted by AB 361 during the COVID-19 emergency
Recommended Action: Board to decide whether to extend the provisions of Resolution 2020-1-18 by adopting Resolution 2022-0329 or return to the complete provisions of the Brown Act for the District's Board Meetings

11. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Government Code §54954.5(e): Title: General Manager

12. REPORT ON CLOSED SESSION

13. DIRECTOR REQUESTS

14. 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.

15. CALENDAR – April 19, 2022 May 17, 2022 June 21, 2022

16. 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://kinneloirrigationdistrict.info>.

On Sat, Mar 12, 2022 at 9:49 AM William F. Kruse <wfkruse@lagerlof.com> wrote:

The Minutes should not be a "Transcript of Proceedings." I typically encourage "action minutes," which just reflect the actions the Board takes, along with a very general description of any public comments, and does not include any details of any board discussion that occurs. A board member may insist on having his or her comments reflected verbatim in the Minutes (and even in that instance, it would be only with the consent of a majority). A dissenting board member may submit a "minority report," which should be included in the District's records.

I know that Shirley Burt always was very detailed as to all discussion, but I think this is unnecessary and can create uncertainty and risks misinterpretation. There is no legal requirement to do so.

If a member of the public presents written comments, those should be made part of the records of the district.

Bill

William Kruse
Partner

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KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, February 15, 2022, 3:00 P.M.

MINUTES

Meeting conducted by teleconference under the provisions of Executive Order N-29-20.

The meeting was conducted by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency as well as the District Board room. The District offered the public to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

DIRECTORS PRESENT: Zoom teleconference/videoconference
(In-Person): Stephen Brown, Gordon Johnson, Gerrie Kilburn & David Moritz

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): General Manager, Melvin Matthews; Office Manager, Martin Aragon, Field Staff; Michele Ferrell & Juan Tello

PUBLIC PRESENT: (Zoom): Shawn Harkness of CV Strategies
(In-Person): KID General Counsel William Kruse of Lagerlof, LLP

1. CALL TO ORDER:

Director Brown called the meeting to order at 3:00 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

2. ELECTION OF KINNELOA IRRIGATION DISTRICT BOARD OFFICER(S):

Director Kilburn nominated Gordon Johnson to Chairman for 2022 and was seconded by Director Moritz. Director Brown conducted a roll call vote. Directors Brown, Johnson, Kilburn, and Moritz voted Aye. Director Johnson then assumed the role of Chairman for the balance of the meeting.

3. RESOLUTION 2022-02-15 RECOGNITION AND APPRECIATION OF SERVICE BY TIMOTHY ELDRIDGE:

Director Kilburn motioned to adopt the Resolution 2022-02-15 and was seconded by Director Brown. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, and Moritz voted Aye.

4. PUBLIC COMMENT: None

5. REVIEW OF MINUTES:

Director Kilburn motioned to approve the **January 18, 2022**, Minutes for filing with indicated revisions and was seconded by Director Brown. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, and Moritz voted Aye

6. REVIEW OF FINANCIAL REPORTS:

The review of the Financial Report was postponed until the March meeting due to clerical error in the printing of the report.

7. GENERAL MANAGER'S REPORT:

The General Manager presented his report.

Discussion Outcome:

Installation of Subeca devices will take place in April.

The annual audit of the KID finances is being scheduled.

The Emergency Response Plan is planned to be completed in March once the suggested revisions from former Director Tim Eldridge have been integrated.

KID field operators Michele Ferrell and Juan Tello completed the House Tunnel Project.

The Brown/Glen Improvement Project is nearing the final design phase.

8. SYSTEM MAP UPDATE PROJECT:

The General Manager stated that, pending review of the updates by KID staff, the project should be completed by the end of March.

9. CUSTOMER OUTREACH PROJECT:

The General Manager introduced Shawn Harkness of CV Strategies. Mr. Harkness explained his approach in developing the survey was to gain background on the customers who we are trying to reach, how we are currently reaching them, and how they would prefer to be communicated with in the future. It was focused on helping the District shape how we would reach the customers. An additional question added to the survey will gauge how well the KID is meeting our customer's needs.

Discussion Outcome

Mr. Harkness expects the survey to be in the field by mid-March with results tabulated and formatted for review by the Board and General Manager approximately three weeks later.

10. DELEGATION OF AUTHORITY BY THE GENERAL MANAGER:

General Manager reviewed the Delegation of Authority document. Director Gordon Johnson observed that the Delegation of Authority as proposed complements the ERP.

Discussion Outcome:

The General Counsel recommended the language for inclusion in the Delegation of Authority: "In all events, if the General Manager cannot be reached or is otherwise excused from being immediately available, the Office Manager has authority to assume all duties of the General Manager until his/her return to the District."

Once the revision to the Delegation of Authorities document has been completed, it will be presented to the Board for review.

Director Gordon Johnson recommended an update to the organization chart.

11. COMMITTEE ASSIGNMENTS:

Consideration of this agenda item was to clarify the role of Board committees and align with the contours of the Brown Act.

The General Counsel stated that the distinguishing characteristics of a standing committee versus an ad hoc committee are the scope and duration of its charge. An ad hoc committee has a fixed term and is disbanded upon their charge being met. If an ad hoc committee meets on a recurring basis over an extended period or its charge is broad in scope, then it is more likely to be construed by the courts as being a standing committee.

Discussion Outcome:

The Board terminated the current Personnel Committee with the option of reconstituting it should the need be perceived to have arisen.

In general, while it is prudent to avoid the formation of multiple ad hoc committees, they do serve a purpose if they are conforming to the Brown Act.

Revise the KID internal rules to clarify the process used by staff to request special reviews of personnel matters.

12. RESOLUTION 2022-02-15a:

The GM presented the Resolution to re-establish the conditions required for conducting meetings based upon the Resolution introduced on January 18, 2022. Director Kilburn motioned to adopt the Resolution and was seconded by Director Brown. Director Johnson conducted a roll call vote. Directors Brown, Johnson, Kilburn, and Moritz voted Aye.

13. CLOSED SESSION - PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Government Code €54954.5(E): Title: General Manager

14. REPORT ON CLOSED SESSION:

Discussion Outcome:

Chairman Johnson announced the closed session concluded and no action was taken.

15. DIRECTOR REQUESTS:

Director Kilburn explained she hoped to address the Division 4 Board vacancy at the next Board meeting.

16. DIRECTOR REPORTS AND/OR COMMENTS: None

17. ADJOURNMENT:

Chairman Johnson adjourned the meeting at 5:33 pm.

Prepared and submitted by,

Martin Aragon

Martin Aragon

Office Manager/Board Clerk

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DRAFT

Kinneloa Irrigation District
Income Statement for the One Month Ending January 31, 2022

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
4000 Water Sales	88,227.29	112,000.00	(23,772.71)	88,227.29	112,000.00	(23,772.71)
4020 Service/Installation Charges	320.11	833.33	(513.22)	320.11	833.33	(513.22)
4035 Interest-Reserve Fund	535.91	583.33	(47.42)	535.91	583.33	(47.42)
4036 Unrealized Gain(Loss)-CalTRU	(8,586.79)	2,083.33	(10,670.12)	(8,586.79)	2,083.33	(10,670.12)
Total Revenues	80,496.52	115,499.99	(35,003.47)	80,496.52	115,499.99	(35,003.47)
Expenses						
5005 Electricity	9,869.20	10,000.00	(130.80)	9,869.20	10,000.00	(130.80)
5010 Maintenance/Repair Supplies	2,374.02	2,500.00	(125.98)	2,374.02	2,500.00	(125.98)
5011 Material and Labor for Install	0.00	833.33	(833.33)	0.00	833.33	(833.33)
5012 Safety Equipment	0.00	166.67	(166.67)	0.00	166.67	(166.67)
5015 Operations Labor	21,317.50	25,133.33	(3,815.83)	21,317.50	25,133.33	(3,815.83)
5016 Operations OT	1,835.10	1,291.67	543.43	1,835.10	1,291.67	543.43
5020 Stand-by Compensation	720.00	915.00	(195.00)	720.00	915.00	(195.00)
5022 Training/Certification	0.00	133.33	(133.33)	0.00	133.33	(133.33)
5025 Water Treatment/Analysis	2,587.54	2,083.33	504.21	2,587.54	2,083.33	504.21
5030 Maintenance/Repair Contractors	9,361.76	11,666.67	(2,304.91)	9,361.76	11,666.67	(2,304.91)
5034 Equipment Maintenance	924.37	1,666.67	(742.30)	924.37	1,666.67	(742.30)
5035 Vehicle Maintenance	364.73	1,333.33	(968.60)	364.73	1,333.33	(968.60)
5036 Fuel	1,238.27	1,666.67	(428.40)	1,238.27	1,666.67	(428.40)
5046 Insurance-Liability	1,471.16	1,416.67	54.49	1,471.16	1,416.67	54.49
5048 Insurance-Property	255.28	208.33	46.95	255.28	208.33	46.95
5049 Insurance-Medical	6,428.48	8,604.17	(2,175.69)	6,428.48	8,604.17	(2,175.69)
6000 Engineering Services	12,452.00	3,958.33	8,493.67	12,452.00	3,958.33	8,493.67
6005 Watermaster Services	1,304.42	1,333.33	(28.91)	1,304.42	1,333.33	(28.91)
6015 Administrative Salary	12,787.30	13,216.67	(429.37)	12,787.30	13,216.67	(429.37)
6017 Administrative Travel	0.00	250.00	(250.00)	0.00	250.00	(250.00)
6020 Board Compensation	450.00	700.00	(250.00)	450.00	700.00	(250.00)
6021 Administrative & Board Exp.	(150.00)	83.33	(233.33)	(150.00)	83.33	(233.33)
6024 Customer/Public Info. Prog.	200.00	333.33	(133.33)	200.00	333.33	(133.33)
6025 PERS - KID	3,577.36	4,000.00	(422.64)	3,577.36	4,000.00	(422.64)
6030 Social Security - KID	2,819.60	3,000.00	(180.40)	2,819.60	3,000.00	(180.40)
6031 Medicare - KID	659.44	708.33	(48.89)	659.44	708.33	(48.89)
6035 Office/Computer Supplies	474.49	583.33	(108.84)	474.49	583.33	(108.84)
6036 Postage/Delivery	302.41	416.67	(114.26)	302.41	416.67	(114.26)
6040 Professional Dues	555.17	1,333.33	(778.16)	555.17	1,333.33	(778.16)
6045 Legal Services	1,164.08	1,250.00	(85.92)	1,164.08	1,250.00	(85.92)
6050 Telephone	314.94	375.00	(60.06)	314.94	375.00	(60.06)
6051 Mobile Communications	79.91	41.67	38.24	79.91	41.67	38.24
6052 Pagers	50.59	41.67	8.92	50.59	41.67	8.92
6053 Internet Service	99.98	133.33	(33.35)	99.98	133.33	(33.35)
6059 Computer Software Maintenance	506.66	1,000.00	(493.34)	506.66	1,000.00	(493.34)
6061 Office Equipment Maintenance	0.00	83.33	(83.33)	0.00	83.33	(83.33)
6070 Office & Accounting Labor	8,991.73	10,916.67	(1,924.94)	8,991.73	10,916.67	(1,924.94)

Kinneloa Irrigation District
Income Statement for the One Month Ending January 31, 2022

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
6075 Professional/Contract Services	2,145.94	2,333.33	(187.39)	2,145.94	2,333.33	(187.39)
6080 Administrative Fees	1,036.66	1,036.67	(0.01)	1,036.66	1,036.67	(0.01)
6081 Permits/Fees	408.66	1,250.00	(841.34)	408.66	1,250.00	(841.34)
6086 Taxes - Sales/Use	0.00	291.67	(291.67)	0.00	291.67	(291.67)
6120 Bank Service Charges	510.53	833.33	(322.80)	510.53	833.33	(322.80)
Total Expenses	109,489.28	119,122.49	(9,633.21)	109,489.28	119,122.49	(9,633.21)
Net Income	(28,992.76)	(3,622.50)	(25,370.26)	(28,992.76)	(3,622.50)	(25,370.26)
Other Expenditures						
1511 WaterTreatment Plant	0.00	500.00	(500.00)	0.00	500.00	(500.00)
1514 Computer/Office Equipment	1,325.64	1,400.00	(74.36)	1,325.64	1,400.00	(74.36)
Total Other Expenditures	1,325.64	1,900.00	(574.36)	1,325.64	1,900.00	(574.36)
Total Increase or (Drawdown)	(30,318.40)	(5,522.50)	(24,795.90)	(30,318.40)	(5,522.50)	(24,795.90)

Kinneloa Irrigation District
Balance Sheet as of January 31, 2022

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 328,944.46
1012	Reserve Fund-LAIF	128,313.00
1014	Reserve Fund-CalTRUST	1,748,467.14
1016	Accrued Interest-LAIF	79.36
1100	Accts. Receivable-Water Sales	24,868.37
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	89,492.00
1350	Prepaid Insurance	11,499.11
1360	Prepaid Expenses	20,363.78

Total Current Assets 2,371,255.74

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	4,010,251.35
1505	Water Tunnels	737,834.73
1506	K-3 Well	89,543.06
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	206,015.06
1512	Water Meters	164,901.13
1513	Electrical/Electronic Equip.	256,918.72
1514	Computer/Office Equipment	77,820.38
1515	Vehicles & Portable Equipment	308,656.75
1516	Water Company Facilities	104,222.20
1517	KID Office	64,899.78
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	539,321.65
1526	Vosburg Booster	1,647,215.66
1527	SCADA Equipment	362,117.90
1528	Tanks and Reservoirs	119,491.90
1529	Holly Tanks	181,113.76
1530	Tools	6,273.13
1600	Accum. Depreciation	(5,602,579.76)

Total Property and Equipment 5,623,267.49

Other Assets

1901	PERS-Deferred Outflows	93,686.00
	Total Assets	\$ <u>8,088,209.23</u>

Kinneloa Irrigation District
Balance Sheet as of January 31, 2022

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$	20,505.34
2250	PERS Withholding-Employee		(0.01)
2272	Job Deposits		1,800.00
2275	Deposits-Water Customers		255.02
2290	Accrued Vacation		18,854.60
			18,854.60
	Total Current Liabilities		41,414.95

Long-Term Liabilities

2400	Installment Purchase Agreement		1,451,071.19
2801	PERS- Net Liability		315,400.40
2901	PERS- Deferred Inflows		35,841.00
			35,841.00
	Total Long-Term Liabilities		1,802,312.59
	Total Liabilities		1,843,727.54

Capital

3040	Fund Balance		6,273,474.45
	Net Income		(28,992.76)
			(28,992.76)
	Total Capital		6,244,481.69
	Total Liabilities & Capital	\$	8,088,209.23

Kinneloa Irrigation District
Statement of Cash Flow
For the One Month Ended January 31, 2022

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ (28,992.76)	\$ (28,992.76)
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	(15.17)	(15.17)
1340 Accrued Water Sales	50,247.44	50,247.44
1350 Prepaid Insurance	1,726.44	1,726.44
1360 Prepaid Expenses	2,676.16	2,676.16
2000 Accounts Payable	(9,746.61)	(9,746.61)
2250 PERS Withholding-Employee	(0.01)	(0.01)
	44,888.25	44,888.25
Total Adjustments	44,888.25	44,888.25
Net Cash Provided by Operations	15,895.49	15,895.49
Cash Flows from Investing Activities		
<i>Used for</i>		
1514 Computer/Office Equipment	(1,325.64)	(1,325.64)
	(1,325.64)	(1,325.64)
Net Cash Used in Investing	(1,325.64)	(1,325.64)
Cash Flows from Financing Activities		
<i>Proceeds from</i>		
<i>Used for</i>		
2801 PERS- Net Liability	(2,203.58)	(2,203.58)
	(2,203.58)	(2,203.58)
Net Cash Used in Financing	(2,203.58)	(2,203.58)
Net Increase (Decrease) in Cash	\$ 12,366.27	\$ 12,366.27
Summary		
Cash Balance at End of Period	\$ 2,205,803.96	\$ 2,205,803.96
Cash Balance at Beg. of Period	(2,193,437.69)	(2,193,437.69)
Net Increase (Decrease) in Cash	\$ 12,366.27	\$ 12,366.27

Kinneloa Irrigation District
Check Register
January 1, 2022 - January 31 , 2022

Date	Check #	Payee	Amount	Description
1/10/22	EFT5064	CA Public Employees Ret. Sys.	7,419.22	KID & Employee Retirement Contributions
1/10/22	EFT5065	Century Business Solutions	15.00	Electronic Business Charge
1/10/22	EFT5066	Southern California Edison Co.	10,355.48	Electricity - District (Pumping)
1/10/22	EFT5067	Spectrum	339.92	Internet Service
1/10/22	EFT5068	Streamline	200.00	Website Service
1/10/22	EFT5069	VeriCheck, Inc.	157.90	E-Check Payment Processing Fee
1/10/22	EFT5070	CA Public Employees Ret. Sys.	2,203.58	Unfunded Accrued Liability
1/10/22	10034	ACWA-JPIA	7,071.16	Health Benefits - Jan.
1/10/22	10035	Applied Technology Group, Inc.	80.00	PWAG: Handheld Emergency Communication
1/10/22	10036	Aramark Uniform Services	340.12	Kinneloa Irrigation District Apparel (Shirts)
1/10/22	10037	BrightView Landscape Services	1,490.00	Landscape Facilities (All Facilities)
1/10/22	10038	Underground Service Alert	18.25	Digalert
1/10/22	10039	Eurofins Eaton Analytical, Inc.	200.00	Water Sample Analysis
1/10/22	10040	Foothill Municipal Water District	1,036.66	Administrative Fee
1/10/22	10041	Geotab USA, Inc	98.75	Vehicle Maintenance
1/10/22	10042	McMaster Carr	50.41	Maintenance Supplies
1/10/22	10043	Public Water Agencies Group	289.08	Monthly Emergency Preparedness Program
1/10/22	10045	Ultimate Cleaning Solutions, Inc.	75.00	Janitorial Service
1/10/22	10046	Public Water Agencies Group	875.00	PWAG Assessment 4th Qtr. 2021
1/10/22	EFT5071	Century Business Solutions	447.41	Credit Card Processing Fee
1/15/22	EFT5072	Bernadette C. Allen	356.69	Salary
1/15/22	EFT5073	Arthur M. Aragon	2,050.14	Salary
1/15/22	EFT5074	Christopher A. Burt	2,437.23	Salary
1/15/22	EFT5075	Michele M. Ferrell	2,565.05	Salary
1/15/22	EFT5076	Brian L. Fry	1,712.44	Salary
1/15/22	EFT5077	Sophia M. Hansen	867.73	Salary
1/15/22	EFT5078	Melvin L. Matthews	4,201.88	Salary
1/15/22	EFT5079	Juan R. Tello	199.29	Salary
1/15/22	EFT5080	Christopher A. Burt	250.00	Salary
1/15/22	EFT5081	Automatic Data Processing, Inc.	6,525.07	Payroll Taxes & Withholdings
1/15/22	EFT5082	Juan R. Tello	199.29	Salary
1/19/22	10047	ACWA-JPIA	2,533.98	Workers Compensation (10/21/21 - 12/31/21)
1/19/22	10048	Aramark Uniform Services	84.29	Towel Service
1/19/22	10049	Clinical Lab of San Bernardino	84.00	Water Analysis
1/19/22	10050	Hill Brothers Chemical Co.	349.36	Chlorine
1/19/22	10051	McMaster Carr	99.83	Maintenance Supplies
1/19/22	10052	SA Associates	12,452.00	Map Updates
1/19/22	10053	Utility Service Co., Inc.	5,429.10	Tank Maintenance
1/19/22	10054	Hill Brothers Chemical Co.	710.20	Chlorine
1/19/22	10055	McMaster Carr	256.22	Fuse Pullers

Kinneloa Irrigation District
Check Register
January 1, 2022 - January 31 , 2022

Date	Check #	Payee	Amount	Description
1/19/22	EFT5083	Automatic Data Processing, Inc.	106.98	Payroll Processing Fee
1/19/22	EFT5084	ARCO Gaspro Plus	1,238.27	Fleet Fuel
1/19/22	EFT5085	Athens Services	215.69	Trash Service
1/19/22	EFT5086	Pasadena Municipal Services	1,902.82	Electricity - Wilcox Well (Pumping)
1/28/22	EFT5087	ADP	138.25	Processing Charges & W2'S
1/28/22	EFT5088	AMERICAN MESSAGING	50.59	Pager Service
1/28/22	EFT5089	AT & T	147.70	Wireless Service
1/28/22	EFT5090	UNMPQUA BANK	2,157.64	Staff Credit Cards
1/28/22	10056	APPLIED TECH. GROUP INC.	1,325.64	PWAG: Handheld Emergency Communication
1/28/22	10057	GENERATOR SERVICES	924.37	Eucalyptus Generator- Primer Pump
1/28/22	10058	Hill Brothers Chemical Co.	285.84	Chlorine
1/28/22	10059	INTERSTATE BATTERY SYSTEM	122.78	West Tank Battery & Reserve Battery
1/28/22	10060	McMaster Carr	239.23	Chlorine Maintenance Supplies
1/28/22	10061	PERRY THOMAS CONSTRUCTION	3,932.66	Service Repair: 1505 Dove Court
1/28/22	10062	McMaster Carr	440.15	SCADA/Generator Maintenance Supplies
1/28/22	10063	SWRCB Accounting Office	4,903.92	Small Water System Annual Fees
1/31/22	EFT5091	ADP	101.77	Payroll Processing Fee
1/31/22	EFT5092	Bernadette C. Allen	330.59	Salary
1/31/22	EFT5093	Arthur M. Aragon	2,159.50	Salary
1/31/22	EFT5094	Stephen Brown	138.53	Salary
1/31/22	EFT5095	Chris Burt	3,084.54	Salary
1/31/22	EFT5096	Tim Eldridge	96.41	Salary
1/31/22	EFT5097	Michele M. Ferrell	2,793.23	Salary
1/31/22	EFT5098	Brian Fry	2,102.94	Salary
1/31/22	EFT5099	Sophia Hansen	780.58	Salary
1/31/22	EFT5100	Gerrie Kilburn	138.53	Salary
1/31/22	EFT5101	Melvin Matthews	4,264.91	Salary
1/31/22	EFT5102	Juan R. Tello	473.21	Salary
1/31/22	EFT5103	Juan R. Tello	353.00	Salary
1/31/22	EFT5104	Chris Burt	250.00	Salary
1/31/22	EFT5105	ADP	<u>7497.59</u>	Payroll Taxes & Withholdings
			<u>118,824.59</u>	

* Gap in check sequence:

Voided check #10044 (Bank couldn't match vendor and was rejected)

Replaced with Check #10063

Voided Check #10050 due to wrong amount

Replaced with Check #10058

Credit Card Detail Umpqua Bank
JANUARY 2022
(Expenses incurred/billed in January and due/paid in February)

Acct. No.	Account Description	Additional Description	MLM	CAB	BLF	MA	MF	JRT	TOTAL
1505	House Tunnel Project								\$0.00
1511	Water Treatment Plant								\$0.00
1514	Computer/Office Equip.	MLM:							\$0.00
5010	Maintenance Supplies	BLF: CB: Generator Batteries, Battery Equaliser MF: Gas Cans, Tape Measure, Gloves, Funnel		\$456.79	\$241.53		\$203.72		\$902.04
5011	Materials for Install								\$0.00
5012	Safety Equipment								\$0.00
5022	Training/Certification								\$0.00
5025	Water Treatment/Analysis								\$0.00
5035	Vehicle Maintenance	CB: Truck #2 Brake pads, Throttle Body, Fuel Injectors,		\$364.73					\$364.73
5036	Fuel								\$0.00
5030	Maintenance/Repair contractors								\$0.00
6021	Adm. & Bd. Exp.								\$0.00
6024	Customer/Public Info								\$0.00
6035	Office/Computer Supplies	MA: Reading Antenna, Paper Supplies, Voice Recorder, Dry Erase Boards MM: Toner Cartridge	\$231.07			\$243.42			\$474.49
6036	Postage/Delivery	MA: Stamps, Certified Mail				\$302.41			\$302.41
6040	Professional Dues								\$0.00
6050	Telephone	MLM: Alert Communications	\$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			\$306.07	\$821.52	\$241.53	\$545.83	\$203.72	\$0.00	\$2,118.67

Kinneloa Irrigation District
Income Statement for the Two Months Ending February 28, 2022

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
4000 Water Sales	122,890.16	112,000.00	10,890.16	211,117.45	224,000.00	(12,882.55)
4015 Wholesale Water Sales	10,636.94	25,000.00	(14,363.06)	10,636.94	25,000.00	(14,363.06)
4020 Service/Installation Charges	1,200.36	833.33	367.03	1,520.47	1,666.66	(146.19)
4035 Interest-Reserve Fund	550.78	583.33	(32.55)	1,086.69	1,166.66	(79.97)
4036 Unrealized Gain(Loss)-CalTRU	(6,201.95)	2,083.33	(8,285.28)	(14,788.74)	4,166.66	(18,955.40)
Total Revenues	129,076.29	140,499.99	(11,423.70)	209,572.81	255,999.98	(46,427.17)
Expenses						
5000 Leased Water Rights	63,135.00	63,135.00	0.00	63,135.00	63,135.00	0.00
5005 Electricity	12,385.91	12,000.00	385.91	22,255.11	22,000.00	255.11
5010 Maintenance/Repair Supplies	2,798.68	2,500.00	298.68	5,172.70	5,000.00	172.70
5011 Material and Labor for Install	0.00	833.33	(833.33)	0.00	1,666.66	(1,666.66)
5012 Safety Equipment	297.65	166.67	130.98	297.65	333.34	(35.69)
5015 Operations Labor	23,590.40	25,133.33	(1,542.93)	44,907.90	50,266.66	(5,358.76)
5016 Operations OT	2,236.23	1,291.67	944.56	4,071.33	2,583.34	1,487.99
5020 Stand-by Compensation	870.00	915.00	(45.00)	1,590.00	1,830.00	(240.00)
5022 Training/Certification	35.00	133.33	(98.33)	35.00	266.66	(231.66)
5025 Water Treatment/Analysis	2,097.71	2,083.33	14.38	4,685.25	4,166.66	518.59
5030 Maintenance/Repair Contractors	5,429.10	11,666.67	(6,237.57)	14,790.86	23,333.34	(8,542.48)
5034 Equipment Maintenance	0.00	1,666.67	(1,666.67)	924.37	3,333.34	(2,408.97)
5035 Vehicle Maintenance	22.02	1,333.33	(1,311.31)	386.75	2,666.66	(2,279.91)
5036 Fuel	1,434.59	1,666.67	(232.08)	2,672.86	3,333.34	(660.48)
5046 Insurance-Liability	1,471.16	1,416.67	54.49	2,942.32	2,833.34	108.98
5048 Insurance-Property	255.28	208.33	46.95	510.56	416.66	93.90
5049 Insurance-Medical	6,428.48	8,604.17	(2,175.69)	12,856.96	17,208.34	(4,351.38)
6000 Engineering Services	0.00	3,958.33	(3,958.33)	12,452.00	7,916.66	4,535.34
6005 Watermaster Services	1,304.42	1,333.33	(28.91)	2,608.84	2,666.66	(57.82)
6015 Administrative Salary	12,787.30	13,216.67	(429.37)	25,574.60	26,433.34	(858.74)
6017 Administrative Travel	0.00	250.00	(250.00)	0.00	500.00	(500.00)
6020 Board Compensation	300.00	700.00	(400.00)	750.00	1,400.00	(650.00)
6021 Administrative & Board Exp.	0.00	83.33	(83.33)	(150.00)	166.66	(316.66)
6022 Board of Directors Election	344.22	0.00	344.22	344.22	0.00	344.22
6024 Customer/Public Info. Prog.	850.00	333.33	516.67	1,050.00	666.66	383.34
6025 PERS - KID	3,470.66	4,000.00	(529.34)	7,048.02	8,000.00	(951.98)
6030 Social Security - KID	2,860.92	3,000.00	(139.08)	5,680.52	6,000.00	(319.48)
6031 Medicare - KID	669.11	708.33	(39.22)	1,328.55	1,416.66	(88.11)
6035 Office/Computer Supplies	484.22	583.33	(99.11)	958.71	1,166.66	(207.95)
6036 Postage/Delivery	275.98	416.67	(140.69)	578.39	833.34	(254.95)
6040 Professional Dues	555.17	1,333.33	(778.16)	1,110.34	2,666.66	(1,556.32)
6045 Legal Services	289.08	1,250.00	(960.92)	1,453.16	2,500.00	(1,046.84)
6050 Telephone	314.94	375.00	(60.06)	629.88	750.00	(120.12)
6051 Mobile Communications	171.66	41.67	129.99	251.57	83.34	168.23
6052 Pagers	62.78	41.67	21.11	113.37	83.34	30.03
6053 Internet Service	109.98	133.33	(23.35)	209.96	266.66	(56.70)

Kinneloa Irrigation District
Income Statement for the Two Months Ending February 28, 2022

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
6059 Computer Software Maintenance	407.91	1,000.00	(592.09)	914.57	2,000.00	(1,085.43)
6061 Office Equipment Maintenance	0.00	83.33	(83.33)	0.00	166.66	(166.66)
6070 Office & Accounting Labor	7,002.50	10,916.67	(3,914.17)	15,994.23	21,833.34	(5,839.11)
6075 Professional/Contract Services	2,220.77	2,333.33	(112.56)	4,366.71	4,666.66	(299.95)
6080 Administrative Fees	836.48	1,036.67	(200.19)	1,873.14	2,073.34	(200.20)
6081 Permits/Fees	408.66	1,250.00	(841.34)	817.32	2,500.00	(1,682.68)
6086 Taxes - Sales/Use	0.00	291.67	(291.67)	0.00	583.34	(583.34)
6120 Bank Service Charges	923.95	833.33	90.62	1,434.48	1,666.66	(232.18)
Total Expenses	159,137.92	184,257.49	(25,119.57)	268,627.20	303,379.98	(34,752.78)
Net Income	(30,061.63)	(43,757.50)	13,695.87	(59,054.39)	(47,380.00)	(11,674.39)
Other Expenditures						
1511 WaterTreatment Plant	0.00	500.00	(500.00)	0.00	1,000.00	(1,000.00)
1514 Computer/Office Equipment	0.00	330.00	(330.00)	1,325.64	1,730.00	(404.36)
Total Other Expenditures	0.00	830.00	(830.00)	1,325.64	2,730.00	(1,404.36)
Total Increase or (Drawdown)	(30,061.63)	(44,587.50)	14,525.87	(60,380.03)	(50,110.00)	(10,270.03)

Kinneloa Irrigation District
Balance Sheet as of February 28, 2022

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 271,808.61
1012	Reserve Fund-LAIF	128,313.00
1014	Reserve Fund-CalTRUST	1,742,781.12
1016	Accrued Interest-LAIF	114.21
1100	Accts. Receivable-Water Sales	16,199.25
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	46,390.27
1350	Prepaid Insurance	9,772.67
1360	Prepaid Expenses	17,712.62

Total Current Assets 2,252,320.27

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	4,010,251.35
1505	Water Tunnels	737,834.73
1506	K-3 Well	89,543.06
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	206,015.06
1512	Water Meters	164,901.13
1513	Electrical/Electronic Equip.	256,918.72
1514	Computer/Office Equipment	77,820.38
1515	Vehicles & Portable Equipment	308,656.75
1516	Water Company Facilities	104,222.20
1517	KID Office	64,899.78
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	539,321.65
1526	Vosburg Booster	1,647,215.66
1527	SCADA Equipment	362,117.90
1528	Tanks and Reservoirs	119,491.90
1529	Holly Tanks	181,113.76
1530	Tools	6,273.13
1600	Accum. Depreciation	(5,602,579.76)

Total Property and Equipment 5,623,267.49

Other Assets

1901	PERS-Deferred Outflows	93,686.00
	Total Assets	\$ <u><u>7,969,273.76</u></u>

Kinneloa Irrigation District
Balance Sheet as of February 28, 2022

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$	23,123.54
2250	PERS Withholding-Employee		158.93
2272	Job Deposits		900.00
2275	Deposits-Water Customers		255.02
2290	Accrued Vacation		18,854.60
			18,854.60
	Total Current Liabilities		43,292.09

Long-Term Liabilities

2400	Installment Purchase Agreement		1,451,071.19
2801	PERS- Net Liability		313,196.82
2901	PERS- Deferred Inflows		35,841.00
			35,841.00
	Total Long-Term Liabilities		1,800,109.01
	Total Liabilities		1,843,401.10

Capital

3040	Fund Balance		6,273,474.45
	Net Income		(147,601.79)
			6,125,872.66
	Total Capital		6,125,872.66
	Total Liabilities & Capital	\$	7,969,273.76

Kinneloa Irrigation District
Statement of Cash Flow
For the Two Months Ended February 28, 2022

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ (30,061.63)	\$ (147,601.79)
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	8,669.12	8,653.95
1340 Accrued Water Sales	(45,445.67)	93,349.17
1350 Prepaid Insurance	1,726.44	3,452.88
1360 Prepaid Expenses	2,651.16	5,327.32
2000 Accounts Payable	2,618.20	(7,128.41)
2250 PERS Withholding-Employee	158.94	158.93
2272 Job Deposits	(900.00)	(900.00)
	(30,521.81)	102,913.84
Total Adjustments	(30,521.81)	102,913.84
Net Cash Provided by Operations	(60,583.44)	(44,687.95)
Cash Flows from Investing Activities		
<i>Used for</i>		
1514 Computer/Office Equipment	0.00	(1,325.64)
	0.00	(1,325.64)
Net Cash Used in Investing	0.00	(1,325.64)
Cash Flows from Financing Activities		
<i>Proceeds from</i>		
<i>Used for</i>		
2801 PERS- Net Liability	(2,203.58)	(4,407.16)
	(2,203.58)	(4,407.16)
Net Cash Used in Financing	(2,203.58)	(4,407.16)
Net Increase (Decrease) in Cash	\$ (62,787.02)	\$ (50,420.75)
Summary		
Cash Balance at End of Period	\$ 2,143,016.94	\$ 2,143,016.94
Cash Balance at Beg. of Period	(2,205,803.96)	(2,193,437.69)
	(2,205,803.96)	(2,193,437.69)
Net Increase (Decrease) in Cash	\$ (62,787.02)	\$ (50,420.75)

Kinneloa Irrigation District
Check Register
February 1, 2022 - February 28 , 2022

Date	Check #	Payee	Amount	Description
2/8/22	EFT5106	CA Public Employees Ret. Sys.	2,203.58	UNFUNDED ACCRUED LIABILITY
2/8/22	EFT5107	Century Business Solutions	372.85	Electronic Business Charge
2/8/22	EFT5108	Southern California Edison Co.	7,758.68	Electricity - District (Pumping)
2/8/22	EFT5109	Spectrum	339.92	INTERNET SERVICE
2/8/22	EFT5110	VeriCheck, Inc.	101.37	E-CHECK PAYMENT PROCESSING FEE
2/8/22	10064	ACWA-JPIA	7,071.16	HEALTH BENEFITS - Feb.
2/8/22	10065	Applied Techology Group, Inc.	130.32	PWAG: Handheld Emergency Communication
2/8/22	10066	BrightView Landscape Services	1,490.00	LANDSCAPE MAINTENANCE (ALL FACILITIES)
2/8/22	10067	Underground Service Alert	44.65	Digalert
2/8/22	10068	Eurofins Eaton Analytical, Inc.	400.00	WATER SAMPLE ANALYSIS
2/8/22	10069	Foothill Municipal Water District	836.48	ADMINISTRATIVE FEE
2/8/22	10070	Geotab USA, Inc	98.75	VEHICLE MAINTENANCE
2/8/22	10071	Registrar-Recorder/Co Clerk	344.22	Local & Municipal Elections
2/8/22	10072	McMaster Carr	152.14	MAINTENANCE SUPPLIES
2/8/22	10073	Raymond Basin Management Board	1,507.50	Title 22 Monitoring: (Lab, Sampling & Admin Fees)
2/8/22	10074	Eurofins Eaton Analytical, Inc.	200.00	WATER SAMPLE ANALYSIS
2/8/22	10075	McMaster Carr	179.07	MAINTENANCE SUPPLIES
2/8/22	10076	Public Water Agencies Group	289.08	Monthly Emergency Preparedness Program
2/8/22	10077	Ultimate Cleaning Solutions, Inc.	75.00	JANITORIAL SERVICE
2/8/22	10078	Utility Service Co., Inc.	5,429.10	TANK MAINTENANCE
2/8/22	10079	McMaster Carr	32.36	Maintenance Supplies
2/9/22	10080	City of Alhambra	63,135.00	Water Lease Agreement
2/15/22	EFT5111	Bernadette C. Allen	577.71	Salary
2/15/22	EFT5112	Arthur M. Aragon	2,158.47	Salary
2/15/22	EFT5113	Stephen Brown	138.52	Salary
2/15/22	EFT5114	Christopher A. Burt	3,205.39	Salary
2/15/22	EFT5115	Michele M. Ferrell	2,812.93	Salary
2/15/22	EFT5116	Brian L. Fry	1,884.78	Salary
2/15/22	EFT5117	Gerrie G. Kilburn	138.52	Salary
2/15/22	EFT5118	Melvin L. Matthews	4,186.93	Salary
2/15/22	EFT5119	Juan R. Tello	1,952.35	Salary
2/15/22	EFT5120	Juan R. Tello	353.00	Salary
2/15/22	EFT5121	Christopher A. Burt	250.00	Salary
2/15/22	EFT5122	Automatic Data Processing, Inc.	8,014.21	PAYROLL TAXES & WITHHOLDINGS
2/17/22	10081	Aramark Uniform Services	84.29	TOWEL SERVICE
2/17/22	10082	Clinical Lab of San Bernardino	24.00	WATER ANALYSIS
2/17/22	10083	Michele Ferrell	297.65	Boot Reimbursement
2/17/22	10084	McMaster Carr	178.88	MAINTENANCE SUPPLIES
2/17/22	10085	SWRCB Accounting Office	25.00	SMALL WATER SYSTEM FEES
2/17/22	EFT5123	Automatic Data Processing, Inc.	109.58	PAYROLL PROCESSING FEE

Kinneloa Irrigation District
Check Register
February 1, 2022 - February 28 , 2022

Date	Check #	Payee	Amount	Description
2/17/22	EFT5124	Arco Gaspro Plus	1,434.59	FLEET FUEL
2/17/22	EFT5125	Athens Services	222.16	TRASH SERVICE
2/17/22	EFT5126	CA Public Employees Ret. Sys.	6,539.83	KID & Employee Retirement Contributions
2/17/22	EFT5127	Century Business Solutions	15.00	Electronic Business Charge
2/17/22	EFT5128	Pasadena Municipal Services	2,110.52	Electricity - Wilcox Well (Pumping)
2/17/22	EFT5129	Umpqua Bank	2,118.67	STAFF CREDIT CARDS
2/24/22	10086	Pacific Pavingstone, Inc	350.48	Fire Flow - Net Refund on Deposit
2/25/22	10087	CV Strategies	650.00	Communications Consultants
2/25/22	10088	Eurofins Eaton Analytical, Inc.	400.00	Water Sample Analysis
2/25/22	10089	McMaster Carr	441.86	Maintenance Supplies
2/25/22	EFT5130	American Messaging Services	62.78	Paging Service
2/25/22	EFT5131	AT&T Mobility	161.39	Telephone Service
2/25/22	10091	Dynamo Constructors, Inc.	650.00	Fire Flow - Net Refund on Deposit
2/28/22	EFT5132	Automatic Data Processing, Inc.	104.38	PAYROLL PROCESSING FEE
2/28/22	EFT5133	Bernadette C. Allen	559.95	Salary
2/28/22	EFT5134	Arthur M. Aragon	1,683.28	Salary
2/28/22	EFT5135	Christopher A. Burt	2,429.38	Salary
2/28/22	EFT5136	Michele M. Ferrell	2,110.04	Salary
2/28/22	EFT5137	Brian L. Fry	1,851.42	Salary
2/28/22	EFT5138	Melvin L. Matthews	4,264.91	Salary
2/28/22	EFT5139	Juan R. Tello	1,156.16	Salary
2/28/22	EFT5140	Juan R. Tello	353.00	Salary
2/28/22	EFT5141	Christopher A. Burt	250.00	Salary
2/28/22	EFT5142	Automatic Data Processing, Inc.	6,196.97	PAYROLL TAXES & WITHHOLDINGS
2/28/22	EFT5143	Streamline	200.00	Website
			154,900.21	

* Gap in check sequence:

Voided check #10090 (Misprint)

Credit Card Detail Umpqua Bank
February 2022
(Expenses incurred/billed in February and due/paid in March)

Acct. No.	Account Description	Additional Description	MLM	CAB	BLF	MA	MF	JRT	TOTAL
1505	House Tunnel Project								\$0.00
1511	Water Treatment Plant								\$0.00
1514	Computer/Office Equip.								\$0.00
5010	Maintenance Supplies	JT: Socket Set CB: Hoses, Series Analog Timers MF: Concrete, Rope, Post Stands, Sheet Metal, Lumber, Battery Chargers		\$520.38			\$1,277.83	\$110.94	\$1,909.15
5011	Materials for Install								\$0.00
5012	Safety Equipment								\$0.00
5022	Training/Certification	MM: JPIA	\$35.00						\$35.00
5025	Water Treatment/Analysis	BF: Salt			\$1,073.71				\$1,073.71
5035	Vehicle Maintenance	JB: Light Bulb Truck #4						\$22.02	\$22.02
5036	Fuel	MF: Truck Fuel & Gas Cans Holly /West tank Generator							\$0.00
5030	Maintenance/Repair contractors								\$0.00
6021	Adm. & Bd. Exp.								\$0.00
6024	Customer/Public Info								\$0.00
6035	Office/Computer Supplies	MA: Cleaning Supplies, Paper Supplies, MM: Toner Cartridge	\$237.47			\$246.75			\$484.22
6036	Postage/Delivery	MA: Stamps, Certified Mail				\$275.98			\$275.98
6040	Professional Dues								\$0.00
6050	Telephone	MLM: Alert Communications	\$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	MLM: Water District Jobs	\$175.00						\$175.00
6081	Permits/Fees								\$0.00
TOTAL			\$522.47	\$520.38	\$1,073.71	\$522.73	\$1,277.83	\$132.96	\$4,050.08

General Manager's Report for the Special Board of Directors Meeting on March 29, 2022

I. Customer Account Information and Internet Usage

A. Customer Accounts –

Active accounts: 587
Delinquent accounts receiving late charges: 17
Accounts shut off for non-payment: None

B. Aged Receivables –

Month	Current	30 days	60 days	90 days or greater	Total
March 2021	\$31,003.72	\$2,623.39	\$0.00	\$0.00	\$33,627.11
April 2021	\$36,226.02	\$1,243.69	\$0.00	\$0.00	\$37,469.71
May 2021	\$26,360.19	\$3,534.96	\$290.84	\$0.00	\$30,185.99
June 2021	\$16,933.11	\$2,091.84	\$783.73	\$0.00	\$19,808.68
July 2021	\$34,129.88	\$2,694.38	\$1,134.17	653.89	\$38,612.32
August 2021	\$17,411.06	\$1,756.57	\$373.22	\$0.00	\$19,540.85
September 2021	\$32,036.26	\$2,380.03	\$0.00	\$0.00	\$34,416.29
October 2021	\$33,896.61	\$4,370.85	\$631.32	\$0.00	\$38,898.78
November 2021	\$19,367.43	\$2,756.78	\$553.36	\$313.14	\$22,990.71
December 2021	\$20,857.23	\$3,390.27	\$292.56	\$313.14	\$24,853.20
January 2022	\$23,194.52	\$1,157.57	\$509.67	\$6.61	\$24,868.37
February 2022	\$14,806.91	\$1,385.73	\$0.00	\$6.61	\$16,199.25

C. Website Usage and Online Payments –

Month	Users	Page Views	Online Payments	Online Amount
March 2021	398	892	103	\$20,741.82
April 2021	274	1,538	106	\$27,464.40
May 2021	292	1,616	112	\$27,299.87
June 2021	262	1,409	109	\$26,067.48
July 2021	251	1,217	120	\$34,674.20
August 2021	374	1,682	105	\$34,635.70
September 2021	291	1,424	115	\$36,546.23
October 2021	287	1,111	114	\$34,577.62
November 2021	301	1,352	116	\$31,969.58
December 2021	380	1,620	113	\$26,972.98
January 2022	327	1,488	118	\$28,429.94
February 2022	442	2,587	106	\$18,909.23

II. General Manager's Projects and Activities

- A. Advanced Meter Infrastructure (AMI) Project – Installations are scheduled for April, May and June if all materials are available. Improved communication gateways have been installed.
- B. Customer Outreach Project – Consultant has completed the demographic survey. Articles for the newsletter are in progress.
- C. Distribution System Map Update Project – The second set of maps has been received, reviewed and completed.
- D. 2021 Audit – The on-premises visit has been completed.
- E. 2021 Annual Report – I have completed analysis of year-end financial statements and I am drafting the report.
- F. Emergency Response Plan – Latest revision has been completed and has been reviewed by the Public Water Agencies Group (PWAG) Emergency Management Coordinator and training is scheduled to occur with the KID and other PWAG agencies in the fall.
- G. Emergency Radio Project – The PWAG Emergency Management Coordinator is conducting monthly tests with all participants. The Foothill Municipal Water District agencies are re-activating their radio system and the FMWD frequency will be added to our radios soon.
- H. Master Plan Revision – Draft technical memo has been received from the consultant.
- I. Brown-Glen Pipeline Improvement Project – Report has been received from the engineer regarding the pressure sustaining valve.
- J. Activities/Meetings/Webinars/Conferences*
 - 1. KID Staff Meetings
 - 2. KID Board Meeting
 - 3. FMWD Board Meeting**
 - 4. LAFCO Board Meeting**
 - 5. Webinar - Increasing Your Utility's Chances to Access Infrastructure Funding through Effective Utility Management
 - 6. Form 700 Filing Officer Duties & Responsibilities Webinar
 - 7. PWAG Conservation and Education Team Meeting
 - 8. ACWA Region 8 Board Meeting
 - 9. PWAG COVID Update Zoom call
 - 10. FMWD Manager's Meeting
 - 11. Subeca Meeting
 - 12. Webinar - Water Loss Series for Small Water Systems: Developing a Results Oriented Water Loss Control Program
 - 13. Cyber Insurance Q&A Session 2: Application & Resources for ACWA JPIA Members
 - 14. PWAG Quarterly Board Meeting**
 - 15. Meeting with CV Strategies regarding the survey and newsletters
 - 16. Conference call with PWAG Emergency Management Coordinator regarding the Emergency Response Plan

* Organization Acronyms:

- ACWA – Association of California Water Agencies
- ACWA JPIA – Association of California Water Agencies Joint Powers Insurance Authority
- AMI – Advanced Meter Infrastructure
- AWWA – American Water Works Association
- CalTRUST – Investment Trust of California Joint Powers Authority
- CSDA – California Special Districts Association
- CUEA – California Utilities Emergency Association
- FMWD – Foothill Municipal Water District
- KCA – Kinneloa Canyon Association
- KEPOA – Kinneloa Estates Property Owners’ Association
- KID – Kinneloa Irrigation District
- LAFCO – Local Agency Formation Commission of Los Angeles County
- NKRPOA – North Kinneloa Ranch Property Owners’ Association
- PGIA – Pasadena Glen Improvement Association
- PWAG – Public Water Agencies Group
- RBMB – Raymond Basin Management Board
- RCAC – Rural Community Assistance Corporation
- SCADA – Supervisory Control and Data Acquisition System
- SMVA – Sierra Madre Villa Avenue

** See appendix for more information

III. Incident Reports and Facility Activities

A. Incident Reports –

Customer Leaks	System Leaks	Water Waste	Water Quality	Customer Service*	Comments
1	1	0	0	7	System leak was at meter gasket on our side of the meter

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

B. Current and Completed Capital Improvement, Facilities Improvement, Maintenance and Repair Projects and Activities –

1. Routine daily and monthly activities
 - a. Operator training
 - b. Meter and transmitter maintenance and replacement
 - c. Water samples
 - d. Vehicle and equipment maintenance and testing
 - e. Facility cleanup
 - f. Production meter readings and report to RBMB
 - g. Chlorine generator maintenance
 - h. Meter reading
 - i. Customer service calls
 - j. Responding to Underground Service Alerts (USA’s) to mark our pipelines
2. Facility and Equipment Repair and Maintenance
 - a. Replace fans in West Tank power panel
 - b. Repaired wiring on Wilcox Well Cl2 analyzer

- c. Replaced pressure regulator on K-3 Well Cl2 analyzer
 - d. Removed and replaced plastic tube on Holly Tanks water softener
 - e. Repaired wiring for Office generator run indicator on SCADA
3. Capital Improvement and Maintenance Projects for 2022*
- a. House Tunnel Pipeline repair (Completed) (MR)
 - b. System Maps Update (In Progress) (EP, OPS)
 - c. Brown/Glen Pipeline Improvement Project (Design phase in progress) (CIP, EP, OPS)
 - d. High/Low Tunnel Pipeline inspection and repair if needed (MR)
 - e. Truck replacement – Replace one pickup truck that is 23 years old (CIP)

*Project Categories

CIP – Capital improvement or replacement of equipment or facilities at end of useful life

EP – Emergency preparedness

OPS – Operational improvement

MR – Maintenance and repair

IV. Water Supply Summary as of January for the Watermaster Year July 2021 through June 2022

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
Water Rights	516	Eucalyptus	29
Prior Year Carryover	52	Far Mesa	19
Less Temporary 30% Reduction in Water Rights	-155	Delores	4
Leases/Exchanges	207	House	
Prior Year Spreading	77	Holly High/Low	21
Short Term Storage	45		
Current Year Spreading	0		
Total Allowable Extractions	742		
Less Water Extracted YTD This Watermaster Year	-367	Year to Date Tunnel Production	73
Remaining Allowable Groundwater Extractions through June 2022	375	Remaining Estimated Tunnel Production through June 2022	52
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2022)	427 Acre Feet		
Less Remaining Forecasted Retail Water Sales through June 2022	-256 Acre Feet		
Estimated Surplus Water through June 2022*		171 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. Regarding the available surplus water, we will 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 2020-2021 year, 103 Acre-Feet were sold to the City, 52 Acre-Feet were carried over to 2021-2022 and 45 Acre-Feet were put into our short-term storage account. Although we may lease additional pumping rights from another agency with surplus pumping rights, this is not considered a guaranteed source of supply since it is subject to negotiation. In addition to the available water, the KID has 767 Acre Feet in a long-term storage account. Additions to long-term storage are no longer permitted but withdrawals can be made to supplement allowable extractions. However, since KID staff considers long-term storage to be an emergency supply, we do not plan to use or sell this water now.

V. Appendix – Meeting Agendas and Information



Voting Members
Jerry Gladbach
Chair

Donald Dear
1st Vice-Chair

Gerard McCallum
2nd Vice-Chair

Kathryn Barger
Richard Close
Margaret Finlay
John Mirisch
Holly Mitchell
Vacant
(City of Los Angeles)

Alternate Members
Lori Brogin-Falley
Michael Davitt
Janice Hahn
David Lesser
Mel Matthews
Vacant
(City of Los Angeles)

Staff
Paul Novak
Executive Officer

Adriana Romo
Deputy Executive Officer

Amber De La Torre
Doug Dorado
Adriana Flores
Alisha O'Brien

80 South Lake Avenue
Suite 870
Pasadena, CA 91101
Phone: 626/204-6500
Fax: 626/204-6507

www.lalafco.org

LIVE VIRTUAL COMMISSION MEETING

LOCAL AGENCY FORMATION COMMISSION

Wednesday, February 9th, 2022
9:00 a.m.

This meeting will be conducted as a virtual meeting with telephone 1-415-655-0001 (Access Code: 2597 292 4537) and web access (<https://lacountyboardofsupervisors.webex.com/lacountyboardofsupervisors/onstage/g.php?MTID=edc30aff14b5320e28b1c57310cc1cb2c>) pursuant to the provisions of Government Code § 54953 relative to virtual meetings, as well as the County of Los Angeles “Best Practices to Prevent COVID-19”.

FOR MEMBERS OF THE PUBLIC

TO LISTEN BY TELEPHONE AND PROVIDE PUBLIC COMMENT DIAL:

1-415-655-0001
Access Code: 2597 292 4537 (English)

OR TO LISTEN VIA WEB AND PROVIDE COMMENT:

<https://lacountyboardofsupervisors.webex.com/lacountyboardofsupervisors/onstage/g.php?MTID=edc30aff14b5320e28b1c57310cc1cb2c>

TO PROVIDE WRITTEN PUBLIC COMMENT: Any interested person may submit written opposition or comments by email at info@lalafco.org prior to the conclusion of the Commission Meeting or by mail to the LAFCO Office at 80 S. Lake Avenue, Suite 870, Pasadena, CA 91101, no later than 5:00 p.m. on the business day preceding the date set for hearing/proceedings in order to be deemed timely and to be considered by the Commission. Any written opposition and/or comments will be read during the meeting for a maximum of three (3) minutes per comment, per item.

The entire agenda package and any meeting related writings or documents provided to a majority of the Commissioners after distribution of the agenda package, unless exempt from disclosure pursuant to California Law, are available at www.lalafco.org

1. **CALL MEETING TO ORDER**
2. **PLEDGE OF ALLEGIANCE WILL BE LED BY CHAIR GLADBACH**
3. **DISCLOSURE OF CAMPAIGN CONTRIBUTION(S)**
4. **SWEARING-IN OF SPEAKER(S)**
5. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on any items, including those items that are on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Public comments are limited to three minutes.

6. **CONSENT ITEM(S)**

All matters are approved by one motion unless held by a Commissioner or member(s) of the public for discussion or separate action.

- a. Approve Minutes of January 12, 2022.
- b. Approve Operating Account Check Register for the month of January, 2022.
- c. Receive and file Update on Pending Proposals.
- d. Information Item(s) – Government Code §§ 56751 & 56857.
 - i. Reorganization No. 2019-04 to the City of La Verne (21-768).
 - ii. Annexation No. 2022-01 the Los Angeles County Waterworks District No. 40, Antelope Valley.

7. **PUBLIC HEARING(S)**

(None).

8. **PROTEST HEARING(S)**

(None).

9. **OTHER ITEMS**

- a. Fiscal Year 2021-22 Mid-Year Budget Report
- b. Fiscal Year 2021-22 Mid-Year Investment Report

10. **LEGISLATION**

- a. Legislative Update

11. **MISCELLANEOUS CORRESPONDENCE**

- a. CALAFCO Quarterly Report – 4th Quarter 2021

12. **COMMISSIONERS' REPORT**

Commissioners’ questions for staff, announcements of upcoming events and opportunity for Commissioners to briefly report on their LAFCO-related activities since last meeting.

13. **EXECUTIVE OFFICER’S REPORT**

Executive Officer’s announcement of upcoming events and brief report on activities of the Executive Officer since the last meeting.

- a. Written Update
- b. Verbal Update

14. **PUBLIC COMMENT**

This is the opportunity for members of the public to address the Commission on items not on the posted agenda, provided that the subject matter is within the jurisdiction of the Commission. Speakers are reminded of the three-minute time limitation.

15. **FUTURE MEETINGS**

March 9, 2022
April 13, 2022
May 11, 2022

16. **ADJOURNMENT**

FOOTHILL MUNICIPAL WATER DISTRICT
4536 Hampton Road
La Cañada Flintridge, California

A G E N D A
REGULAR MEETING OF THE
BOARD OF DIRECTORS
February 22, 2022
3:00 PM

Posted: February 18, 2022, 12:00 p.m.

**Teleconferencing will be used during this meeting per California Assembly Bill 361.
To join, see meeting agenda attachment.**

ZOOM VIRTUAL CONFERENCE

Meeting ID: 993-2680-0954

Password: 419316

- 1. Call to Order and Determination of a Quorum**
- 2. Preliminary Matters**
 - 2.1. Additions to Agenda (as required by Gov. Code 54954.2)
- 3. Public Comments**
 - 3.1. Opportunity for members of the public to address the board directly on items of public interest that are within the subject matter jurisdiction of the board (as required by Gov. Code 54954.3(a)). Speakers may be limited to two minutes each at the discretion of the President of the Board.
- 4. Special Procedures**
 - 4.1. Public Hearing to consider FMWD's Redistricting.
- 5. Consent Calendar**
 - 5.1. Action approving the Minutes of the January 18, 2022; Regular Meeting of the Board of Directors.
 - 5.2. Action approving the Financial Statements for January 2022; monthly Director Compensation, Expense Report and Treasurer's Report.
 - 5.3. Action adopting resolution numbers 925-0222 and 926-0222 regarding exchange of property tax revenues.
 - 5.4. Action approving the District's Investment Policy.
- 6. Directors' Oral Reports**
 - 6.1. Reports and appropriate action on ACWA, MWD, and other association and organization activities.

7. Action Calendar

- 7.1. Discussion and action regarding Nomination of Scott H. Quady to California Water Insurance Fund Board via Resolution 927-0222 (*action*).
- 7.2. Discussion and action regarding awarding the La Crescenta Lateral Blow-off Construction (*action*).

8. Information Item

- 8.1. Reviewing Emergency Resolution 906-0420 in response to COVID-19.

9. Staff and Committee Reports

General Manager Nina Jazmadarian: Reports and appropriate action on administrative and operating projects and activities:

- 9.1. Operations/Sales Summary
- 9.2. Water Supply Update
- 9.3. Education & Conservation Updates
- 9.4. Conservation Rebate Activity
- 9.5. Great Pacific Securities
- 9.6. Property Program
- 9.7. La Canada Chamber of Commerce Certificate of Recognition
- 9.8. ACWA Refund

Engineering Report, Ken Herman: Report on capital improvement projects. Report attached.

Operations Report, Jay Bobnes: Report on maintenance projects and system operations. Report attached.

MWD Representative Richard Atwater: Report regarding MWD activities.

Attorney: Report on legal and related matters relevant to the District.

Water Resources Committee: Report regarding Water Resources Committee meeting.

Engineering and Operations Committee: Report regarding Engineering and Operations Committee meeting.

10. Closed Session

- 10.1. Threat to Public Services or Facilities: Consultation With: Ken Herman, District Engineer.

11. Other Business

Related to general operations, administration and policy items, future agenda items, and concerns of Board members.

Next Board meetings:
Monday, March 21, 2022 @ 3PM
Monday, April 18, 2022 @ 3PM

12. Adjournment

**AGENDA FOR MEETING OF
PUBLIC WATER AGENCIES GROUP
WEDNESDAY, FEBRUARY 23, 2022 – 10:00 a.m.**

VIA ZOOM

<https://lagerlof.zoom.us/j/82381962020?pwd=SFQ2ZTBYSWlkcTdyMUhVTjhhR09Ldz09>

Meeting ID: 823 8196 2020

Passcode: 782753

+16699006833,,82381962020#,,, *782753# US (San Jose)

-
- | | | |
|-----|---|--------------|
| 1. | Welcome and Introductions | Mr. Coleman |
| 2. | Approval of Minutes: October 26, 2021 Meeting | Mr. Coleman |
| 3. | Emergency Management Report (including COVID-19 issues) | Ms. Stayton |
| | A. COVID-19 | |
| | B. Operational Concerns | |
| | C. Updates: | |
| | i. Emergency Power Project (Portable Generators) | |
| | ii. Emergency Communications Project (Radio Acquisitions) | |
| | iii. Subject Matter Experts | |
| | iv. MJ HMP Grant Funding | |
| | v. Training & Exercise Program | |
| 4. | President's Report | Mr. Coleman |
| 5. | Financial Report | Mr. Matthews |
| 6. | Legislative Update | Mr. Ciampa |
| 7. | Drought and Water Conservation Discussion | Group |
| 8. | SB 998 – Service Termination Process Review | Mr. Ciampa |
| 9. | Carson Recycled Water Project | Mr. Ciampa |
| 10. | Mutual Water Company Article | Mr. Ciampa |
| 11. | State Water Project & Cal. Water Fix Report | Mr. Kiggins |
| 12. | ACWA Region 8 Update | Mr. Matthews |
| 13. | Other Business | Mr. Coleman |
| 14. | Scheduling of Next Meeting | Mr. Coleman |
| 15. | Adjournment | Mr. Coleman |

[155689:000(00527592)]



MEMORANDUM

TO: PRESIDING OFFICER OF EACH INDEPENDENT SPECIAL DISTRICT IN
LOS ANGELES COUNTY

FROM: WILLIAM F. KRUSE

RE: BALLOT; SPECIAL DISTRICT LAFCO REPRESENTATIVE

DATE : February 23, 2022

Enclosed is the Ballot and the supplementary materials submitted for each of the candidates for Special District LAFCO **VOTING MEMBER** and for Special District LAFCO **ALTERNATE MEMBER** for the term expiring in May 2022. Nominations closed as of 5:00 p.m. on February 18, 2022.

Please vote for ONE candidate for **each** of the two positions. The marked ballots should be placed in the envelope marked "Ballot Envelope." Please write the name of your agency and sign your name on the outside of the ballot envelope and return the completed ballots by mail to:

William F. Kruse, Esq.
Lagerlof, LLP
155 N. Lake Avenue, 11th Floor
Pasadena, CA 91101.

No ballot will be counted if it is missing the name of the voting agency and the signature of the Presiding Officer on the ballot envelope.

The candidates receiving the highest number of votes will be declared the special district **voting member** and **alternate member** to LAFCO.

Ballots must be returned by 5:00 p.m. on April 22, 2022.

WFK/bb
Enclosures

cc: Paul Novak, w/enc.

G:\LAFCO 2022\BALLOT - letter 2022.docx

BALLOT

SPECIAL DISTRICT LAFCO **VOTING MEMBER**

Please vote for no more than one candidate.

STEVEN APPLETON

Occupation: Board of Trustee Member

Sponsor: Greater Los Angeles County Vector Control District

E. G. "JERRY" GLADBACH

Occupation: Water District Director

Sponsor: Santa Clarita Valley Water Agency

SHARON S. RAGHAVACHARY

Occupation: Water District Director

Sponsor: Crescenta Valley Water District

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Date: FEBRUARY 18, 2022

Name of Candidate: STEVEN APPLETON

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT is pleased to nominate STEVEN APPLETON as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: BOARD OF TRUSTEE, LOS ANGELES CITY

Agency: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Type of Agency: SPECIAL DISTRICT

Term Expires: JANUARY 6, 2025

Residence Address: 2825 BENEDICT STREET

LOS ANGELES, CA 90039

Telephone: 310-740-7294

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

(Name of Agency)

By: Mary-Joy Coburn

Its: Mary-Joy Coburn, Communications Director / Board Liaison



Steven Appleton

A citizen public servant with technical knowledge, interdisciplinary skill and a collaborative approach.

Mr. Appleton is the past President of the Greater Los Angeles County Vector Control District (2020), where he continues to serve as Trustee for the City of Los Angeles. Appointed in 2011, he has encouraged collaboration among public agencies in the planning of parklands, such as by assuring a place at the table for vector control experts in the design of engineered wetlands. He is a Board Member on the Los Angeles County Second District Consolidated Oversight Board and has served in a variety of capacities on watershed issues, including as a Technical Stakeholder to the yearly "State of the Watershed" report for the Los Angeles Region by the Council on Watershed Health.

Steve balances his role as a citizen public servant with his career in public art and education. He has taught at local institutions, including Otis College of Art and Design, USC, and California State University, Northridge. He recently founded the Water Institute of Science Policy that collaborates with California State University Northridge's Institute for Sustainability at California and Center for the Geospatial Science and Technology (CGST) in the creation of community service and educational programming.

As a public artist, he has created permanent and temporary public artworks in Los Angeles, Seattle, Denver, Brazil, Denmark, and Finland. Americans for the Arts recognized his work "FaceTime" with a national award in 2007. Most recently, he collaborated with Artichoke Dance Company in a three-day series performances, sculptures and participatory workshops called "Future Currents," sponsored by the Soraya Performing Arts Center. His public art projects have often included internship opportunities for local youth, such as his Metro Green Line project in Watts.

His seasonal business LA River Kayak Safari, has been the leading vendor of kayaking in the Los Angeles river since 2013, bringing more than 12,000 people on a unique tour of the naturalized section of the river in Elysian Valley. His group has broadened the audience for nature recreation by sponsoring more than 20% of its offerings for at-risk youth and underserved communities. As part of the yearly permitting for this business, Appleton is in dialog with US Army Corp of Engineers and regional Park Authorities.

Appleton received his Bachelor of Arts in Sculpture at the University of California, Santa Cruz and studied for his Master of Fine Arts at University of Southern California. He is a resident of the "Frogtown" district of Los Angeles, where he lives with his wife Agnieszka and son Janis.

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee
From: Santa Clarita Valley Water Agency Board of Directors
Date: February 1, 2022
Name of Candidate: E. G. "Jerry" Gladbach

Santa Clarita Valley Water Agency is pleased to nominate
Jerry Gladbach as a candidate for appointment as special district **voting**
member to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or
a member of the board of an independent special district appointed for a fixed term. For your
consideration, we submit the following additional information together with a resume of the candidate's
qualifications.

Elective office: Division 2 Director

Agency: Santa Clarita Valley Water Agency

Type of Agency: Special Act Water Agency

Term Expires: January 2023

Residence Address: 27491 Hillcrest Place, Valencia, CA 91354

Telephone: (661) 297-2200

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Santa Clarita Valley Water Agency

(Name of Agency)

By: 

Its: President

E.G. "Jerry" Gladbach

27491 Hillcrest Place / Valencia, CA 91354
Phone: (661) 297-2200 / Email: ejglad@aol.com



EXPERIENCE / COMMITMENT / DEDICATION

I would be honored to continue serving you on the Local Agency Formation Commission for Los Angeles County. As Chair of Los Angeles LAFCO I have urged the Commission to become more customer oriented. If reelected I would also be able to continue representing Los Angeles County on the California Association of Local Agency Formation Commissions' Board of Directors, even though I am not a member of the CALAFCO Board. Recognizing that Special Districts are an important segment of government in California, I will represent your concerns at LAFCO for Los Angeles County and CALAFCO.

LAFCO

Chair	2006 – present
First Vice-Chair	2005 – 2006
Commissioner	2002 – present
Alternate Commissioner	2001 – 2002

California Association of LAFCOs

President	2011 – 2012
Vice President	2010 – 2011
Treasurer	2008 – 2010
Secretary	2006 – 2008
Chair, CALAFCO Conference Committee	2008
Member, Board of Directors	2005 – 2013

Association of California Water Agencies (ACWA)

President	2004 – 2005
Vice President	2002 – 2003
Region Chair	1998 – 2001
Board of Directors	1998 – present

ACWA – Joint Powers Insurance Authority

President	2010 – present
Executive Committee	2002 – 2003, 2006 – present
Board of Directors	2002 – present

Santa Clarita Valley Water Agency/Castaic Lake Water Agency

Board of Directors	1985 – present
President	1987 – 1990
Vice President	2021– present
Chair, Public Outreach and Legislative Committee	2021– present
Chair, Water Resources Committee	2003 – 2017
Chair, Finance, Administration, PR Committee	1991 – 2002

CALAFCO's "Lifetime Achievement" Award 2021

CALAFCO's "Outstanding Commissioner" Award 2013

Water Education Foundation, Board of Directors 1987 – 2009

Member of the Special District Leadership Foundation Task Force that developed the Leadership Series of Classes 2002– 2004

Los Angeles Department of Water and Power

Leadership in Engineering, Management, Environmental Planning / retired after 35 years

Past Member, United States EPA's Groundwater Task Force

Provided technical assistance to U.S. Commission on Water Quality

Past Member, Advisory Committee, CalPoly State University, Civil and Environmental Engineering

Professional Engineer, Registered in California

Fellow/Life Member, American Society of Civil Engineers

Master of Science Degree in Civil Engineering / Water Resources

PERSONAL

Married with 3 children, and 6 grandchildren, I have lived in the Santa Clarita Valley for over 50 years and have been devoted to community service for that entire period.

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee
From: President James D. Bodnar and Member of the Board of Directors
Date: January 25, 2022
Name of Candidate: Sharon S. Raghavachary

The Board of Directors of the Crescenta Valley Water District is pleased to nominate Sharon S. Raghavachary as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: Director of the Board of Directors of
Agency: Crescenta Valley Water District
Type of Agency: Water and Sewer District
Term Expires: December 2024
Residence Address: 2209 Maurice Avenue
La Crescenta, CA 91214
Telephone: 818 541-9071

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Crescenta Valley Water District

(Name of Agency)

By: 
Its: Chairman of the Board of Directors

Sharon S. Raghavachary



Director Raghavachary has been active in the La Crescenta Community for 20 years and has a background in accounting and computer systems.

Ms. Raghavachary has been a member of the Crescenta Valley Water District Board of Directors since June of 2019 and served as President in 2021.

Ms. Raghavachary is a founder of the Crescenta Valley Community Association. She served for seven years on the Crescenta Valley Town Council, during which time she was co-chair of the Foothill Design Committee that wrote design standards for Foothill Boulevard and was a member of Supervisor Antonovich's Library Committee. She also served as Council Vice President and Land Use Committee Chair.

Additionally, Director Raghavachary served three years on the Parent Advisory Council for Children's Hospital Los Angeles, providing input for the new hospital tower. She has been a volunteer for the Los Angeles County Sheriff's Department and Treasurer of the Crescenta Valley Arts Council, as well as a Girl Scout troop leader for ten years. For over five years she wrote a featured column for the Glendale News Press and the Crescenta Valley Weekly. She is currently serving her fourth year on the Clark Magnet High School's School Site Council.

Ms. Raghavachary has teenage twins, a boy, and a girl, who attend Clark Magnet High School and Crescenta Valley High School.

BALLOT

SPECIAL DISTRICT LAFCO **ALTERNATE MEMBER**

Please vote for no more than one candidate.

MELVIN L. MATTHEWS

Occupation: Water District Director
Sponsor: Foothill Municipal Water District

BARU SANCHEZ

Occupation: Board of Trustee Member
Sponsor: Greater Los Angeles County Vector Control District

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **ALTERNATE MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: Foothill Municipal Water District

Date: 1/27/2022

Name of Candidate: Melvin L. Matthews

Foothill Municipal Water District is pleased to nominate
Melvin L. Matthews as a candidate for appointment as special district
alternate member to the Los Angeles Local Agency Formation Commission. The nominee is an elected
official or a member of the board of an independent special district appointed for a fixed term. For your
consideration, we submit the following additional information together with a resume of the candidate's
qualifications.

Elective office: FMWD Director, Division 2

Agency: Foothill Municipal Water District

Type of Agency: Special District


Term Expires: 12/6/22

Residence Address: 2121 Glen Springs Road Pasadena, CA 91107-1015

Telephone: Phone: 626-794-4167, Mobile: 626-622-9137

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Foothill Municipal Water District
(Name of Agency)

By: 
Its: Admin. Mgr. & Treasurer



Meivin L. Matthews
2121 Glen Springs Road
Pasadena, CA 91107-1015
Phone: 626-794-4167
Mobile: 626-622-9137
E-mail: melmatthews@outlook.com

Mel is the general manager of the Kinneloa Irrigation District, a water company serving the Kinneloa Ranch area east of Altadena and portions of the City of Pasadena. He has served in this position for 18 years. Before becoming general manager, he was elected to the Board of Directors of the Kinneloa Irrigation District in 1997 and served as chairman of the board or treasurer for seven years.

Mel is also concurrently serving as a director and vice-president on the board of the Foothill Municipal Water District. FWMD is a member of the Metropolitan Water District of Southern California and provides supplemental imported water to eight local water agencies. He also serves on the finance committee which oversees the financial matters of the district including the preparation of the budget.

Mel is also the Special District Alternate Director on the Board of the Local Agency Formation Commission of Los Angeles County.

Previously, Mel was in the cable television business for 32 years as founder and president of KTS Corporation and later with Charter Communications serving as the director of government and community relations after selling his cable systems to Charter in 1993.

Mel is a graduate of the University of California at Berkeley with a BS in Chemical Engineering. He has also earned a MBA in Operations Management from the Anderson Graduate School of Business at UCLA. He was born in Pasadena and still lives there with his wife, Donna. They have six children and 12 grandchildren.

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **ALTERNATE MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Date: FEBRUARY 18, 2022

Name of Candidate: BARU SANCHEZ

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT is pleased to nominate BARU SANCHEZ as a candidate for appointment as special district **alternate member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: BOARD OF TRUSTEE, CUDAHY

Agency: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Type of Agency: SPECIAL DISTRICT

Term Expires: JANUARY 2, 2023

Residence Address: 4414 HARTLE AVENUE

CUDAHY, CA 90201

Telephone: 323-203-6306

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

(Name of Agency)

By: Mary-Joy Coburn
MARY-JOY COBURN

Its: COMMUNICATIONS DIRECTOR / BOARD LIAISON

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

12545 Florence Avenue, Santa Fe Springs, CA 90670

Office (562) 944-9656 | Fax (562) 944-7976

Email: info@GLAmosquito.org | Website: www.GLAmosquito.org

For your consideration for the LAFCO Alternate Seat: Trustee Baru Sanchez



Mister Baru Sanchez is a Board of Trustee Member for the Greater Los Angeles County Vector Control District. He began his service in 2015 and has also previously served as the President of the Board from 2018 - 2019.

He is a former Council Member and Mayor for the City of Cudahy from 2013 - 2018.

Trustee Sanchez currently works for a top 20 CPA firm as the IT SOX Manager, and he has been a Certified Public Accountant (CPA) for almost 10 years.

Photo Credit: OC Register

DRAFT TECHNICAL MEMORANDUM

Subject: Kinneloa Irrigation District – Water Master Plan Evaluation

Prepared For: Melvin L. Matthews, General Manager with Kinneloa Irrigation District

Prepared By: John Robinson, Principal with John Robinson Consulting, Inc.

Date: March 7, 2022

This Technical Memorandum (TM) summarizes the review of the 2018 Water Master Plan (2018 Master Plan) for the Kinneloa Irrigation District (District or KID). The purpose of this review is to 2018 Master Plan, provide information to address the five (5) scope item listed below and provide conclusions regarding next steps for the 2018 Master Plant. This TM is divided into the following sections:

1. Address potential water supply
 - a. Interconnections with Pasadena Water & Power
 - b. Connection to Metropolitan Water District of Southern California
 - c. Drilling and equipment of a new well
2. Address delivery risks
 - a. Planned and Unplanned Shutdown
 - b. Water Quality issues with K-3 Wells
3. Prioritizing capital improvement projects and potential funding
4. Discussion on potential demands from densification (i.e. Accessory Dwelling Units)
5. Discussion on upcoming regulations that might affect the District’s CIP, Operations and Maintenance

1. ADDRESSING POTENTIAL WATER SUPPLY

1.1 Interconnections with Pasadena Water & Power

As outlined in the 2018 Master Plan, the District has six (6) interconnections with the City of Pasadena to deliver excess District water and/or to receive water in the event of an emergency. These interconnections are shown in Table 1-1. The capacity of interconnections 3 and 5 was increased in 2008 as a joint project with the City of Pasadena.

TABLE 1-1 – INNERCONNECTIONS WITH CITY OF PASADENA

ID	Location	Description	Size	Capacity	Purpose
1	1776 Kinneloa Canyon Road	KID-Eucalyptus (1125 HWL) to Pasadena-Sheldon (1050 HWL)	4"	800 gpm	Deliver excess KID water to City of Pasadena
2	1727 Kinneloa Canyon Road	Pasadena-Calaveras (1209 HWL) to KID-Eucalyptus (1125 HWL)	4"	650 gpm	Emergency interconnection to KID-Eucalyptus (K-3 Well System)

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3	3560 Ranch Top Road	Pasadena-Don Benito (1432 HWL) to KID-Vosburg (1430 HWL)	8"	800 gpm	Emergency interconnection to KID-Vosburg & Brown/Glen System and to deliver excess KID water to Pasadena
4	2999 New York Drive	Pasadena-Sheldon (1050 HWL) to KID-Wilcox Reservoir (944 HWL)	6"	1200 gpm	Emergency interconnection to KID-Wilcox Well/Wilcox Reservoir
5	3410 Fairpoint Street	KID-Vosburg (1430 HWL) to Pasadena-Murray System (1176 HWL)	8"	400 gpm	Emergency interconnection to Pasadena-Murray/Calaveras System and to deliver excess KID water to Pasadena
6	2650 New York Drive	Pasadena-Calaveras (1209 HWL) to KID-Eucalyptus (1125 HWL)	8"	1500 gpm	Emergency interconnection to KID to provide additional fire protection for Dove Creek Town Homes

The District has the option to discuss additional interconnections with the City of Pasadena to provide mutual benefits and reliance during an emergency, provide options if there are water quality constraints/concerns with the District groundwater supply, and finally a teaming opportunity regarding a potential new well on Outpost Lane, owned by the City of Pasadena, is a possible location for a joint well project.

1.2 Connection to Metropolitan Water District of Southern California

KID is a member of the Foothill Municipal Water District (FMWD) which supplies imported water from the Metropolitan Water District of Southern California (MWD) to eight retail agencies in the area. As outlined in the 2018 Master Plan, there is no physical pipeline connection from FMWD to the KID at this time, arrangements could be made to deliver the water through the distribution systems of an adjacent water agency if supplemental water is needed in the future.

Interconnection to MWD varies depending on distance of the connection, metering of the connection via flow control or gravity metered using flow control and other factors including connection directly into the distribution system or into a reservoir. In order to determine the viability of this effort, MWD operations staff are open to conduct a meeting with KID to discuss options in conjunction with FMWD staff.

FMWD would be required to submit a request for a new service connection to the West Coast Feeder on the behalf of KID. After the request, MWD would have KID complete a service connection requirement form which would include estimated capacity required, along with a nine (9) point questionnaire. Once the questionnaire is reviewed then MWD will require a \$75,000 deposit for the work associated in implementing FMWD's request. The deposit will be used for the Study Phase, preparation of a cost estimate for the project, and determination of surge analysis requirements. It should be noted that MWD would be responsible for design and construction. Once MWD receives the deposit, they will prepare a letter agreement and arrange a site visit. If Metropolitan encounters any other unforeseen items during the project that may increase the costs, KID would be notified in advance to the request of additional funds. MWD would reconcile the costs at the end of the project and return any unused funds. Connection costs vary but typically cost are \$300,000 to \$500,000.

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1.3 Drilling and equipment of a new well

The District owns five water wells. Two of these wells are operational and are the primary source of water for the District. Those wells are the Wilcox Well, which supplies the Wilcox Reservoir and the K-3 Well, which supplies the Eucalyptus and Wilcox Reservoirs. Both wells pump from the Raymond Basin. The District’s adjudicated pumping allowance is 516 acre-feet per year plus an allowance for spreading.

The current pumping allowance has been reduced by 30% to 361 acre-feet by informal agreement among water agencies to help maintain Raymond Groundwater Basin water levels. Both wells are equipped with deep-well, oil-lubricated, vertical turbine pumps and on-site generated sodium hypochlorite (0.8%) chlorinators with metering pumps for disinfection. Well status signals are received via radio telemetry and start-stop commands are based on reservoir levels and time-of-use schedules to take advantage of off-peak electricity rates.

In addition to the two wells, The District produces water from several tunnels. Per the 2018 Master Plan, the 2016-2017 production from those sources is shown in Table 1-2.

TABLE 1-2 -TUNNEL AND WELL PRODUCTION

DELIVERED TO DISTRIBUTION SYSTEM 2016-2017 Source	2016-2017 Production
K-3 Well	556.9 acre-feet*
Wilcox Well	5.1 acre-feet
High and Low-Pressure Tunnels	40.9 acre-feet
Far Mesa Tunnel	28.5 acre-feet
House Tunnel	0 acre-feet (No flow during this period)
Eucalyptus Tunnel	39.0 acre-feet
Delores Tunnel	11.7 acre-feet
TOTAL	682.0 acre-feet

Production from tunnels is delivered for spreading in the Raymond Basin. Water delivered for spreading can be recovered by the District by increased pumping allotments or can be sold to other water purveyors.

In 2016-2017, water delivered for spreading by the KID amounted to 130 acre-feet. The sources of this water in a year can include the High and Low-Pressure Tunnels, the Long Tunnel, Delores Tunnel, Diversion Tunnel, Falls Tunnel, Winifred Tunnels, Tent Tunnel, and surface runoff from watershed owned by the District into the Glen Wash, Kinneloa Canyon and the Sierra Madre Villa Debris Basins.

The 2018 Master Plan has identified a few potential well sites within the District boundaries. The Equestrian Center north of New York Drive was acquired by Los Angeles County and incorporated into the Eaton Canyon Natural Area. The park status will allow for a well site for the District. The area of Wilcox Canyon, north or south of the Wilcox Reservoir also offers potential for a future well site. Finally, a site on Outpost Lane owned by the City of Pasadena is a possible location for a joint well project.

The District could develop new well(s) after completion of surface and subsurface investigations that meet State Water Resources Control Board Division of Drinking Water (DDW) setback and water quality requirements, site access requirements, well construction space requirements for equipment, and well yield and capacity targets. If all necessary criteria are met, new production well(s) would be constructed and tested. It is assumed that the wells requiring wellhead treatment would use either oxidation/filtration or ion

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exchange technology. Typical costs to design a well is \$175,000-\$250,000 and construction could be \$2,500,000 to \$3,000,000.

2. ADDRESS DELIVERY RISKS

2.1 Planned and Unplanned Shutdown

Background:

Many of the distribution and transmission pipelines predate 1953 and are nearing the end of their useful service life which has been set for 50 years. Development of excessive numbers of leaks and/or reduced pipeline capacity are two of the indications of pipelines at the end of their useful service life. After October 1993 fire event, the District adopted a Fire Preparedness Policy which requires new water mains to be sized to provide 20 gpm per service, plus a fire flow of 1,250 gpm each at two fire hydrants simultaneously.

As the population of the KID has grown over the years, the demands placed upon the entire system, including distribution and transmission mains, water sources, reservoirs, and pump stations have encroached upon the ability of the system to meet the required demands. Population growth, plus the need for increased fire flow to provide adequate fire protection will require the KID to construct improvements to the KID water system.

The water system and each pressure zone shall have at least two independent supply sources as recommended by American Water Works Association (AWWA). Where water is pumped from another zone or from an imported supply source, the booster pumping station shall have a backup pump online and equal in size to the largest pump in the station. The station shall also have a backup (or secondary) power source. A portable generator can be considered acceptable as a backup power source for the booster station. Where two sources of supply are not practicable, the zone should have sufficient storage to meet all emergency criteria with the supply out of service.

Planned Shutdown:

During a planned shutdown water supply and generators are less of an issue as customers have been contacted, equipment has been tested. alternative supplies have been determined and KID has taken all those items into consideration in order to supply water to customers, if possible. The interconnections for water supply were discussed above in Section 1 covering the six (6) interconnections with City of Pasadena and potential connection to MWD.

The District currently has six (6) diesel-powered trailer-mounted portable generators to supply emergency power to any of the District facilities. Although the generators can be moved, each generator is dedicated to a facility that is critical in the event of a power failure due to any cause. District emergency portable generators are maintained and tested monthly and placed in service when required to provide emergency power for pumping to maintain adequate storage levels when anticipated power failure is expected for a duration of more than 2 hours.

Unplanned Shutdown:

The key concern is the unplanned shutdowns and 2018 Master Plan has identified capital improvements necessary to upgrade existing facilities to provide increased operational efficiency,

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greater margins of safety, address emergency preparedness issues, and to decrease maintenance costs. Additional capital improvements are shown in Table 2-1.

TABLE 2-1 - ADDITIONAL IMPROVEMENTS

Description
Upgrade SCADA hardware, software and communications radios to prevent obsolescence (OPS)
Replace obsolete on-site chlorine generators. (OPS)
Purchase 250 kw trailer-mounted generator to be used at Wilcox and K-3 (EP)
EP= Emergency Preparedness
OPS= Operations Improvement

Many pipelines have been completed since the 1996 study that identified water main improvements required to increase water system capabilities to deliver domestic demands plus 1,250 gpm fire flows. Per the 2018 Master Plan, the remaining projects that are listed in Table 2-2 provide a remedy for the following conditions which would cause unplanned shutdowns

- Chronically leaking pipes.
- Pipe requiring upgrade to meet domestic demand and fire preparedness goals.
- Piping which has become inaccessible due to development or crosses private property in easements.

One recommendation is to review the existing Emergency Response Plan to determine how KID will respond to future planning and unplanned shutdowns in the futures. A series of workshops discussing responses to unplanned shutdowns has been helpful to FMWD in the past for their planning documents.

TABLE 2-2 - REQUIRED WATER MAIN REPLACEMENTS TO MEET 1,250 GPM FIRE FLOW AND 450 FEET VEHICULAR DISTANCE

Main Size	Description	
	From	To
8"	Sierra Madre Villa at Windover Rd.	Corner of 2090 & 2060 Villa Heights Rd..
8"	Country Lane	Southeast Corner of 1747 Country Lane
12"	Glen Reservoir	Intersection Villa Highlands & Sierra Madre Villa Includes Slope from Pasadena Glen to Barhite
8"	Kinclair Dr.	Behind 2150 Kinclair Dr.
8"	Kinclair Dr.	#4 Cricklewood Path
8"	Kinneloa Canyon Rd.	Behind 2044 Piccadilly Ln.
8"	Intersection of Vosburg St. & Lower Pasadena Glen Rd.	In front of 1658 Pasadena Glen Rd.

The District presently has sufficient booster pump capacity to provide for domestic demands. The 1,250 gpm fire flow requires supplementing booster station flow with gravity flow from reservoirs. Per the 2018 Master Plan, booster facility must provide capacity to serve all zones in the system above the booster station based on 16-hour maximum pumping period; however, Table 2-3 shows the proposed booster pump improvements to increase efficiencies and/or capacities and provide improved redundancy.

TABLE 2-3 – PROPOSED BOOSER IMPROVEMENTS

Booster Station	Description
Glen	Increase booster pump capacity.
Wilcox Reservoir*	Increase booster pump capacity.

* Pipeline upgrades also required to reduce pumping head.

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2.2 Water Quality issues with K-3 Wells

As noted in the 2018 Master Plan the Wilcox Well is no longer a major production facility due to declining pumping levels in the Raymond Basin which has only become worse over the last 3 years and production level from the tunnels has also been declining due to lower average rainfall. Due to this situation, the District has become increasingly dependent on a single production source – the K-3 Well.

If the current conditions continue or worsen in the years ahead, the K-3 Well may not be able to meet the District production demands for normal or emergency conditions. Therefore, the items outlined in Section 1 including additional connections to City of Pasadena, connection to MWD and drilling a new well are all critical to pursue. Until those infrastructure options have been implemented voluntary or mandatory conservation programs should continue to be necessary to avoid major additional capital expenditures.

3. PRIORITIZING CAPITAL IMPROVEMENT PROJECTS AND POTENTIAL FUNDING

3.1 Prioritizing Capital Improvement Projects

The District staff has identified in their Draft 5-year Capital Improvement Projects (CIP) Plan the top priority projects based on:

1. Field experiences
2. Recommendations of outside engineers and contractors.

The four (4) infrastructure improvement groups (Pipeline, Booster Pump, Tunnel and Others) provide projects into priority depending on the type of project. The main criterion for spreading out the capital projects and their costs in the next 5 years is the correspondence of any of the projects with a top priority project. The future value for the completion of each phase was calculated on the estimated year of completion of the project phase.

The components that are agreed to be most urgently in need of repair or replacement at the present time (January 2021) are listed in Tables 3-1 through 3-4. The costs represent our opinion of probable construction costs in 2021 dollars.

TABLE 3-1 – PIPELINE IMPROVEMENTS

Priority	Main Size	Description		Category	Cost
		From	To		
1	4"	3033 Clarmeya Ln.	East end of Clarmeya Ln.	PM	\$60,000
2	8"	Kinclair Dr.	Rear of 2150 Kinclair Dr.	EP 250 ft.	\$40,000
3	8"	Kinclair Dr.	#4 Cricklewood Path	EP 400 ft.	\$60,000
4	8"	Kinneloa Canyon Rd.	Rear of 2044 Piccadilly Ln.	EP 250 ft.	\$40,000
5	8"	Intersection of Vosburg St. & Lower Pasadena Glen Rd.	Front of 1658 Pasadena Glen Rd.	EP/PM 350 ft.	\$50,000

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Priority	Main Size	Description		Category	Cost
		From	To		
6	8"	Larmona Drive & Kinneloa Mesa Road	1908 N. Kinneloa Canyon Rd.	EP 2000 ft.	\$575,000
7	8"	Villa Knolls Drive	End of Harwood Point	EP/PM 1960 ft.	\$300,000
8	8"	Sierra Madre Villa	3336 Villa Mesa	EP/PM 300 ft.	\$50,000
9	12"	Glen Reservoir	Intersection Villa Highlands & Sierra Madre Villa Includes Slope from Pasadena Glen to Barhite	EP/OPS 3100 ft.	\$600,000
SUBTOTAL					\$2,250,000
Engineering, Design, and Planning					\$500,000
Construction Management and Inspection					\$200,000
SUBTOTAL					\$700,000
TOTAL PIPELINE PROJECTS					\$2,995,000

PM = Preventive Maintenance

TABLE 3-2 – BOOSTER PUMP STATION IMPROVEMENTS

Priority	Description	Estimated Costs
1	Replace the existing 50 HP oil lubricated booster pump at Wilcox Reservoir with a water-lubricated pump.	\$30,000
2	Construct improvements to the Booster Pump at Glen Reservoir	\$60,000
	Total Pump Station Improvements	\$90,000

TABLE 3-3 – TUNNEL IMPROVEMENTS

Priority	Description	Cost Estimate
1	Replace the combined High/Low Pressure Tunnel Pipeline from combiner to Kinneloa Canyon West Debris Basin	\$200,000
2	Replace the lower Low-Pressure Tunnel Pipeline	\$ 61,000
3	Replace other tunnel pipelines as required	\$100,000
	Total Tunnel Improvements	\$361,000

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TABLE 3-4 – OTHER IMPROVEMENTS

Priority	Description	Estimated Cost
1	AMI installation on 547 meters	\$200,000
2	Purchase 250 kw portable generator for Wilcox and K-3	\$50,000
3	Reconstruct Holly Tanks site and piping	\$1,000,000
4	Reconstruct East Tank site and piping	\$500,000
	Total Other Improvements	\$1,750,000

The District typically pays for any capital improvements based primarily on customer water revenues. As outlined in the 2018 Master Plan, the District does need to consider how it will pay to replace its aging water infrastructure and save for future replacement of newly installed components before increased wear and tear and deferred maintenance create a situation where the District is unable to satisfactorily fulfill its dedication to providing clean, safe, and reliable drinking water supply to its customers.

The above capital improvements plan for the District’s water system lays out the anticipated improvements, their priority of implementation, and their costs. The time horizon for the Capital Improvement Plan should be established but we could assume the above is based on 10 years (2022-2032).

3.2 Potential Funding

For the DRAFT 5-year CIP Plan’s time horizon, the projected capital expenditure exceeds the District annual capital projects budget. To address this, the District could apply to outside agencies for financial assistance. Sources of funding include:

- A. State Water Resources Control Board Division of Financial Assistance
 - a. Drinking Water State Revolving Fund (Grant and Loan)
 - b. Proposition 1, Round 2 (Grant)
- B. Department of Water Resources
 - a. Small Community Drought Relief (Grant)
 - b. Sustainable Groundwater Grant Program (Grant)
- C. American Rescue Plan Act (ARPA) Funding

4. POTENTIAL DEMANDS FROM DENSIFICATION (I.E. ACCESSORY DWELLING UNITS)

4.1 Land Use Analysis

The City of Pasadena provided geographic information system (GIS) database information containing different types of the land usage according to Southern California Association of Governments (SCAG). The land usage in the City is divided into the following categories:

- HR: Hillside Residential
- R-1: Single Family Residential

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- R1-H: Single Family Residential – Hillside
- R-1 (5000): Single Family Residential
- R-2: Multiple Family
- P-C: Planned Communities
- R-3: Multiple Family
- C-G: General Commercial
- C-C: Major Shopping Center
- C-P: Administrative and Professional Office
- C-N: Neighborhood Commercial
- BISP: Brea Industrial Specific Plan
- C-M: Industrial Commercial
- M-1: Light Industrial
- M-2: General Industrial
- M-P: Planned Industrial
- MU-I: Mixed Use -I
- MU-II: Mixed Use -II
- MU-III: Mixed Use -III

4.2 Water Duty Factors

After reviewing the list we only kept the following Land Use categories that are most applicable to the District:

- HR: Hillside Residential
- R-1: Single Family Residential
- R1-H: Single Family Residential – Hillside
- R-1 (5000): Single Family Residential
- C-P: Administrative and Professional Office

To understand and project water use for each type of land use, water duty factors were created. Water consumption established from customer meter readings were compared with specific parcel land use specific to City of Pasadena as well as other similar communities including cities of Altadena, Sierra Madre, Monrovia, and Arcadia.

The duty factor is a ratio of the water demand and the size of the parcel expressed as acre-feet per acre (AF/ac). The parcel sizes were determined using the City GIS database. Duty factors are also commonly expressed as acre-feet per dwelling unit or acre feet per square foot for residential lots.

4.2.1 Single Family Residential

The zone designations HR, R-1, R1-H, and R-1 (5000) are similar, so they were combined to create a water duty factor for all single-family homes. This category also includes High Point Academy, Magic Growers, and Equestrian Center as well as all the single family residential options. These areas are located throughout the District and the water duty factor is typically 1.2 to 1.3 gallons per minute per acre.

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4.2.2 Accessory Dwelling Units

The City of Pasadena and several other cities reviewed did not have a demand (gallons per minute per acre) for accessory dwelling units available, so water duty factor in approximately 10 different water master plans matches a single family residential water duty factor which is estimated at 1.2 to 1.3 gallons per minute per acre which is very conservative.

4.2.3 Business / Commercial

Business/Commercial land usage area is the District office, Los Angeles County Fire Station No. 66, and Pasadena Church of Christ. The zone designations included in this category is C-P and the water duty factor is typically 0.4 to 0.6 gallons per minute per acre.

4.3 Use of Water Duty Factors

Water duty factors can be used to estimate future demand for new proposed developments within the District. To identify the future demands for new developments, the water duty factors can be multiplied by the size of the development. In the case of redevelopment or densification, the existing demand needs to be subtracted from the estimated future demand to find the incremental increase in demand associated with the development.

5. UPCOMING REGULATIONS THAT MIGHT AFFECT THE DISTRICT’S CIP, OPERATIONS AND MAINTENANCE

5.1 Fire Flow Requirements

Every water system must provide adequate supply for fire-fighting capabilities. To determine if the water system has adequate capacity to provide fire flows, it is necessary to establish the minimum fire flow requirements in the distribution system.

Under fire flow conditions, residual pressures cannot fall below 20 psi when delivering the required fire flows. The minimum residual pressure is established by the Title 22 of the California Code of Regulations, Division, Chapter 16, Article 8, Section 64602. This threshold provides a buffer from negative pressure in the distribution system that could result in an ingress of contaminants. Guidance on fire flow requirements for new construction is provided by the County of Los Angeles Fire Department Master Plans for Commercial and Residential Development.

Typically, the fire flow requirements are based on the type of land usage in the area of the fire flow. The criteria provided above in Section 4 are still current, as shown in Table 5-1 below.

TABLE 5-1: FIRE FLOW REQUIREMENT PER LAND USEAGE

Land Use Description	Zoning Designation	Minimum Fire Flow (gpm)	Minimum Duration (hrs)
Single Family Residential	HR, R1-H, R-1, R-1(5000)	1,250	2
Schools	N/A	3,500	4
Business/ Commercial	C-P, C-N, C-G, C-C, PF	1,250	2

Currently, the District utilizing 1,250 gallons per minutes for firefighting, which should be at 20 psi for two hours, which does not meet the above requirement range of 3,500 gpm for a school. This flow may be reduced if the building has an approved automatic fire sprinkler system which might be the case for the school. In addition, the distance from any structure to the nearest fire hydrant cannot exceed 450 feet via vehicular access.

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5.2 Emergency Storage

Emergency storage is required to meet demands during times of planned and unplanned equipment outages such as pump breakdown, power failure, pipeline rupture, etc. The reservoir should have sufficient capacity to supply 48 hours of Average Daily Demand (ADD). The emergency storage requirement is driven by emergency preparedness. At this time, the District should review their hydraulic model, apply development updates, and determine if emergency storage over 48 hours can be provided in combination with interconnections from the City of Pasadena.

5.3 Upcoming Drinking Water Regulations

On the State Water Resource Control Board Division of Drinking Water website ([Upcoming Drinking Water Regulations | California State Water Resources Control Board](#)) there is a list of upcoming drinking water regulation in process or planning including:

1. **Maximum Contaminant Levels** – Draft Regulations are being prepared for the following contaminants
 - a. Chromium (hexavalent)
 - b. Arsenic
 - c. Per- and Polyfluoroalkyl Substances (PFAS).
 - d. N-nitroso-dimethylamine (NDMA).
 - e. Styrene
 - f. Cadmium.
2. **Lead and Copper Rule:** The State Water Board (through the Division of Drinking Water, DDW) enforces the Lead and Copper Rule, which follows the U.S. Environmental Protection Agency’s (US EPA’s) Lead and Copper Rule, and is used to protect the public’s drinking water from metals that can adversely affect public health. The Lead and Copper Rule requires water systems to monitor lead and copper levels at the consumers’ taps. If action levels for lead or copper are exceeded, installation or modifications to corrosion control treatment is required. If the action level for lead is exceeded, public notification is required. California's Lead and Copper Rule begins with Section 64670 of Title 22, California Code of Regulations (see DDW’s Drinking Water Law Book for these regulations).
3. **Microplastics:** Senate Bill No. 1422 (filed on September 28, 2018) requires the State Water Board to adopt a definition of microplastics in drinking water on or before July 1, 2020, and to adopt a standard testing methodology for microplastics on or before July 1, 2021, and provide requirements for four years of testing and reporting, including public disclosure of results.
4. **Metal Detection Limits for Purposes of Reporting** - Draft Regulations are being prepared for the following contaminant.
5. **Primacy Package Approvals**
 - a. **Public Notification Rule.** - The Public Notification Rule (PN) is part of the Safe Drinking Water Act. The rule ensures that consumers will know if there is a problem with their drinking water. These notices alert consumers if there is risk to public health. They also notify customers:

DRAFT TECHNICAL MEMORANDUM

- if the water does not meet drinking water standards;
- if the water system fails to test its water;
- if the system has been granted a variance (use of less costly technology); or
- if the system has been granted an exemption (more time to comply with a new regulation).

In 2000, the Environmental Protection Agency (EPA) revised the existing Public Notification Rule. The revisions matched the form, manner, and timing of the notices to the relative risk to human health. The revised rule makes notification easier and more effective for both water systems and their customers.

- b. Consumer Confidence Reports (CCRs). - Draft Regulations are being prepared

6. Electronic Reporting of Drinking Water Quality Data

7. Notification and Response Levels

- a. Harmful Algal Bloom
- b. Manganese

- 8. **Quinquennial Maximum Contaminant Levels Review:** To meet requirements of the Health and Safety Code Section 116365(g), each year the State Water Board identifies the MCLs it intends to review.

6. CONCLUSIONS

Typical Water Master Plans includes the following discussions:

- Executive Summary
- Introduction
- Existing Facilities Summary
- Summary of Sources of Supply
- Land Usage of Water Demands
- Model Update and
- Existing System Analysis with Recommended Projects.

The existing 2018 Master Plan includes the following discussion:

- Executive Summary which is updated with update for the four revisions
- Introduction
- System Description
- Existing Service Demands
- Future Development
- Capacity Charge Improvement Fee
- Service Demands
- System Improvements
- Planned Maintenance Program
- Project Priorities
- Cost Estimate for Required Improvements

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The main difference between a traditional Water Master Plan and the 2018 Master Plan is:

- A. Traditional Water Master Plans utilizes the hydraulic model to develop the recommended water infrastructure improvements but in this case the development of the CIP Plan is based on both field experiences and recommendations from outside engineers and contractors.
- B. Traditional Water Master Plans rely on land use and water demand to determine peaking factures (average day demand and maximum day demand) which is not required for the District as the service area is almost fully development and almost all of the 587 customers are single family residential.
- C. Both the Traditional and 2018 Master Plans perform an existing system analysis which generates a CIP Plan.
- D. Traditional Water Master Plans outline potential projects typically for 20 years and the 2018 Master Plan projects for only 5 years.

7. RECOMMENDATIONS

It is not recommended that the District prepare and release a Request for Proposal to develop a traditional Water Master Plan with an updated hydraulic model as this is cost prohibited. The expenditures could be significant as the traditional Water Master Plan could be \$200,000 to \$250,000 to prepare plus the District would need to decide on the hydraulic model as the purchase price could be \$30,000 to \$40,000 plus yearly maintenance costs.

We recommended that the District consider the following next steps.

- A. Pursue and determine the viability of all three potential water supply via a development of technical memorandums or concept reports.
 - Interconnections with Pasadena Water & Power
 - Connection to Metropolitan Water District of Southern California
 - Drilling and equipment of a new well
- B. Update the EPANET hydraulic model with all existing projects that have been completed since the last update to present.
- C. Review the DRAFT CIP Plan infrastructure priorities evaluate based on the following criteria and the weighing factor is shown in parenthesis after each selection criteria listed which can be adjusted.
 - Capital costs (1)
 - Operation and maintenance costs (2)
 - Land requirement/environmental impacts (1)
 - Funding agency assistance (1)
 - Correspondence with other City projects (3)
 - Unplanned Reliability/Emergency (2)
 - Time for implementation (1)
- D. Develop a CIP Plan that is focused 5, 10 and 20 year schedule.
- E. Research and determine if any of the drinking water regulations are applicable to the District based on current permit and any planned projects.
- F. Review existing Emergency Response Plan and determine if updates should be considered for planned and unplanned events such as natural disaster, cybersecurity threats, etc.



Civil, Water, Wastewater, Drainage and Transportation Engineering
Construction Management • Surveying
California • Arizona

February 25, 2022



Kinneloa Irrigation District
1999 Kinclair Drive
Pasadena, California 91107-1017

Attention: Melvin Matthews, General Manager

Subject: Water System Analysis and Technical Memorandum
Brown/ Glen Pressure Sustaining Value Study

Dear Mr. Matthews:

Kinneloa Irrigation District (KID) and *CIVILTEC engineering, inc. (Civiltec)* are investigating the possible location of installing a pressure sustaining valve (PSV) to help achieve higher available flows at Edgecliff Avenue within the Brown/Glen Zone. The proposed scenarios were programmed with Sierra Madre Villa Improvements (Phase 1) and Villa Knolls / Edgecliff Avenue Improvements (Phase 2) implemented into the hydraulic water model. These phases were identified in the past technical memorandum dated January 9, 2020.

This memo will summarize the analyses and provide results of the hydraulic modeling such as maximum available fire flows while the zone does not exceed 20 psi as required per Fire Code.



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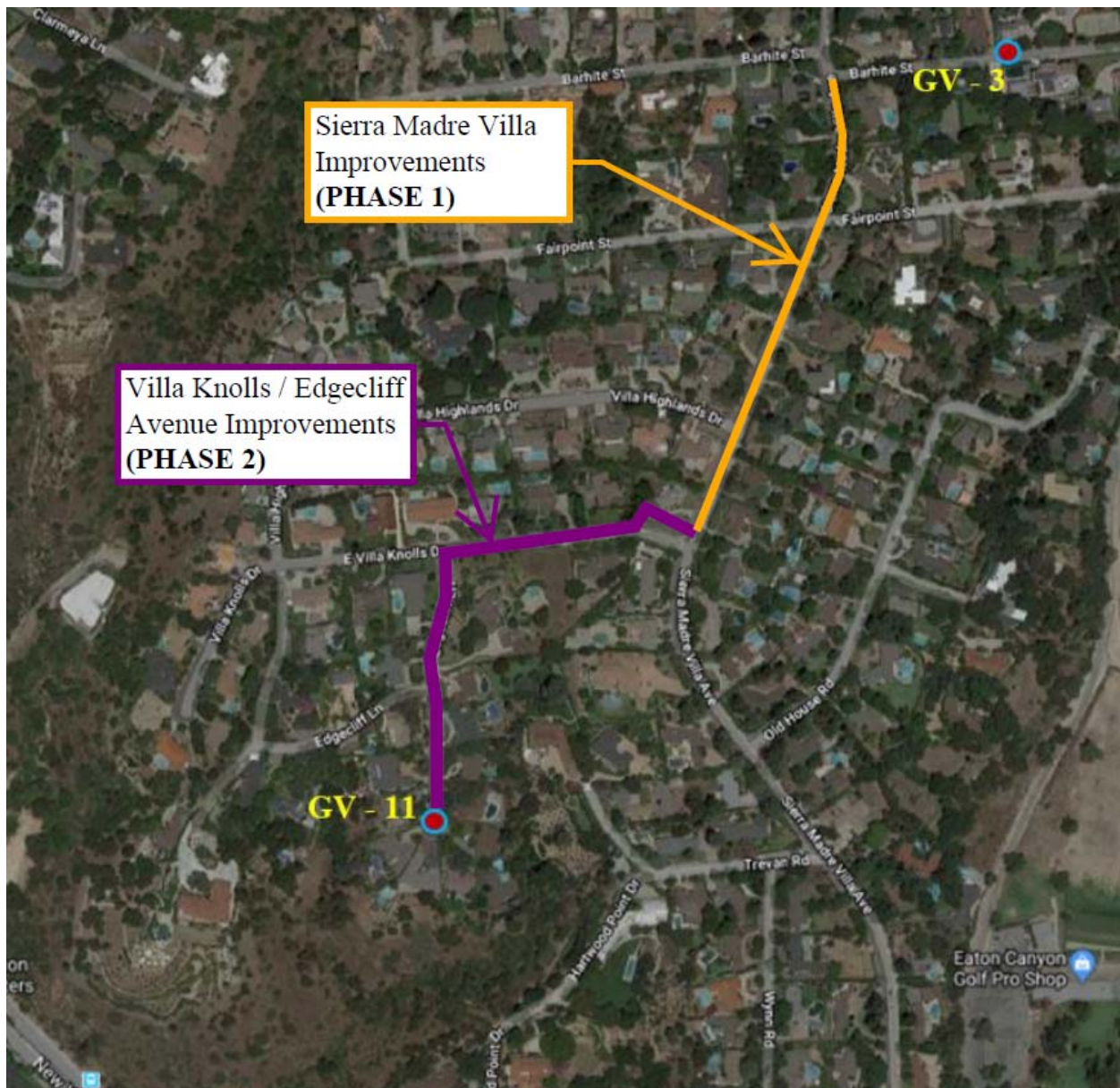
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HYDRAULIC ANALYSIS

The purpose of the analysis is to determine the maximum available fire flow at hydrant GV-11 after the Sierra Madre Villa Improvements (Phase 1) and Villa Knolls / Edgecliff Avenue Improvements (Phase 2) were constructed to be part of KID's water system.

For this study, we focused on two hydrants: GV-3 and GV-11 as shown in **Figure 1**.

Figure 1 - Location of Hydrants for Study





Fire Flow Analysis was run under the following conditions:

- Maximum Day Demand
- Fire Flow at each hydrant was set at 1,250gpm
- Steady State Analysis
- Reservoirs water levels was set at a capacity of 70%

Supply Sources for Scenarios

When running the flow analysis, we analyzed four system supply configurations scenarios. The scenarios were:

- **Scenario 1** – Supplied by Reservoirs only (Existing Conditions)
- **Scenario 2** – Supplied by Reservoirs and Proposed Pressure Sustaining Valve (PSV) located at Barhite Street, sustaining the Brown/Glen Zone at 28 psi.
- **Scenario 3** – Supplied by Reservoirs and Proposed Pressure Sustaining Valve (PSV) located at Fairpoint Street, sustaining the Brown/Glen Zone at 42 psi.
- **Scenario 4** – Supplied by Reservoirs and Proposed Pressure Sustaining Valve (PSV) located at Fairpoint Street, sustaining the Brown/Glen Zone at 42 psi and upsizing the existing 6-inch on Fairpoint Street, east of Sierra Marde Villa Avenue (approximately 702 LF)

The results are shown in detail per each scenario in the Analysis Results section of the memo. The result of each scenario is also shown in its corresponding Exhibit.

Scenario 1 – Supplied by Reservoirs (Existing Conditions)

Under this scenario, the pressure zone is supplied solely by gravity flow from the Glen and Brown Reservoirs. We set the reservoirs to have a hydraulic water line (HWL) of 1,261 feet (or at 70% capacity) for this analysis. This would simulate existing conditions under the conditions listed for this hydraulic analysis.

Scenario 2 – Supplied by Reservoirs and Proposed PSV at Barhite Street

Under this scenario, the pressure zone is supplied by gravity flow from the Glen and Brown Reservoirs and the Proposed PSV set near the intersection of Barhite Street and Sierra Madre Villa Avenue. The PSV would sustain the Brown/Glen Zone so that the system pressures would not drop lower than the required 20 psi under a fire flow event within that zone.

The PSV was set to sustain pressures in the Glen Zone at 28 psi (roughly at a hydraulic head of 1,193 feet).



Scenario 3 – Supplied by Reservoirs and Proposed PSV at Fairpoint Street

Under this scenario, the pressure zone is supplied by gravity flow from the Glen and Brown Reservoirs and the Proposed PSV set near the intersection of Fairpoint Street and Sierra Madre Villa Avenue. The PSV would sustain the Brown/Glen Zone so that the system pressures would not drop lower than the required 20 psi under a fire flow event within that zone.

The PSV was set to sustain pressures in the Glen Zone at 42 psi (roughly at a hydraulic head of 1,193 feet).

Scenario 4 – Supplied by Reservoirs and Proposed PSV at Fairpoint Street and Fairpoint Street Improvements

Under this scenario, the pressure zone is supplied by gravity flow from the Glen and Brown Reservoirs and the Proposed PSV set near the intersection of Fairpoint Street and Sierra Madre Villa Avenue. The existing 6-inch main along Fairpoint Street, east of Sierra Madre Villa Avenue was upsized to be a 12-inch main (approximately 702 LF). The PSV would sustain the Brown/Glen Zone so that the system pressures would not drop lower than the required 20 psi under a fire flow event within that zone.

The PSV was set to sustain pressures in the Glen Zone at 42 psi (roughly at a hydraulic head of 1,193 feet).

ANALYSIS RESULTS

Scenario 1 – Supplied by Reservoirs (Existing Conditions)

Under existing conditions, hydrant GV-11 produced an available fire flow of 279 gpm at a residual pressure of 88 psi while the lowest residual in the Brown/Glen zone dropped to 20 psi at hydrant GV-3. Figure 2 (Exhibit 1) below shows the residual pressures throughout the Brown/Glen zone when hydrant GV-11 is flowing 279 gpm along with Phase 1 and Phase 2 improvements activated. Table 1 summarizes the findings under current existing conditions.

Figure 2 – Highest Available Fire Flow at GV-11 under Existing Conditions

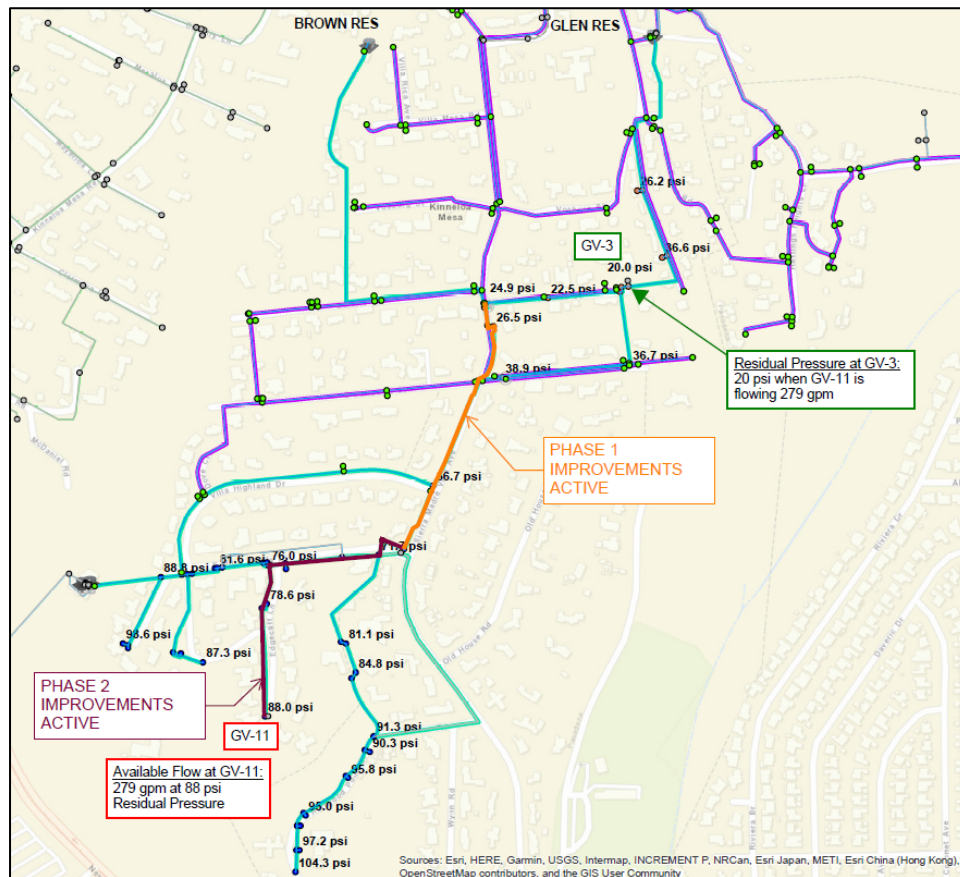


Table 1 - Residual Pressures and Allowable Fire Flows under Existing Conditions

Scenario	Edgecliff Ln Hydrant Available Flow (gpm)	Edgecliff Ln Hydrant (GV-11) Pressure with Available Flow (psi)	Critical Pressure for Glen Zone (psi)	Pressure at Barhite Hydrant GV-3 (psi)	Setting to Sustain at PSV (psi)
Existing Conditions – No PSV Installed					
1	279	88.0	20	20	NA



Scenario 2 – Supplied by Reservoirs and Proposed PSV at Barhite Street

Under Scenario 2 conditions where the PSV would be installed near the intersection of Barhite Street and Sierra Madra Villa Avenue at a proposed setting of 28 psi, hydrant GV-11 produced an available fire flow of 2,976 gpm at a residual pressure of 20 psi and it was the lowest residual in the Brown/Glen zone. The hydrant GV-3 dropped to 23 psi when GV-11 was flowing. Figure 3 (Exhibit 2) below shows the residual pressures throughout the Brown/Glen zone when hydrant GV-11 is flowing 2,976 gpm along with Phase 1 and Phase 2 improvements activated. Table 2 summarizes the findings under Scenario 2 conditions.

Figure 3 – Highest Available Fire Flow at GV-11 under Scenario 2 Conditions

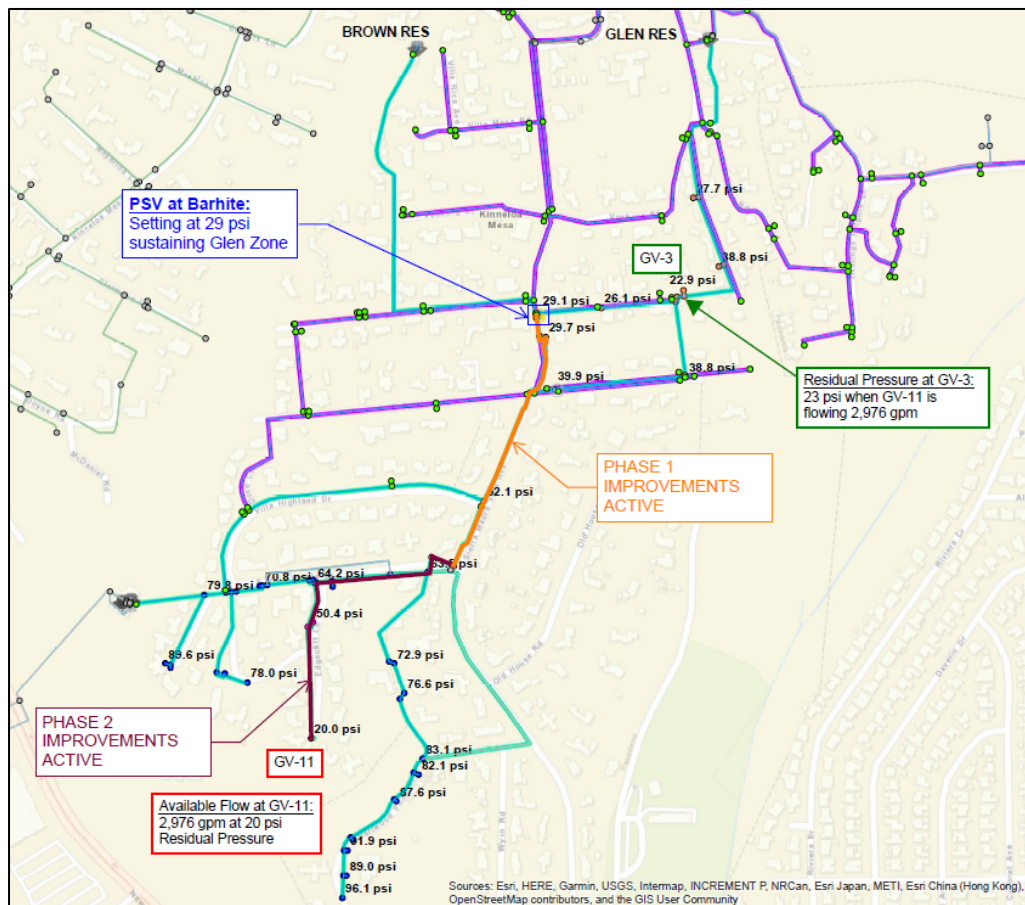


Table 2 - Residual Pressures and Allowable Fire Flows under Scenario 2 Conditions

Scenario	Edgecliff Ln Hydrant Available Flow (gpm)	Edgecliff Ln Hydrant (GV-11) Pressure with Available Flow (psi)	Critical Pressure for Glen Zone (psi)	Pressure at Barhite Hydrant GV-3 (psi)	Setting to Sustain at PSV (psi)
Scenario 2 Conditions – PSV Installed at Barhite Street					
2	2,976	20.0	20	23	28



Scenario 3 – Supplied by Reservoirs and Proposed PSV at Fairpoint Street

Under Scenario 3 conditions where the PSV would be installed along Fairpoint Street, east of Sierra Madra Villa Avenue at a proposed setting of 42 psi, hydrant GV-11 produced an available fire flow of 1,868 gpm at a residual pressure of 54.5 psi. The lowest residual pressure within the Brown/Glen Zone dropped to 20.3 psi near the intersection of Barhite Street and Sierra Madre Villa Avenue and hydrant GV-3 dropped to 21 psi when GV-11 was flowing. Figure 4 (Exhibit 3) below shows the residual pressures throughout the Brown/Glen zone when hydrant GV-11 is flowing 1,868 gpm along with Phase 1 and Phase 2 improvements activated. **Table 2**Table 3 summarizes the findings under Scenario 3 conditions.

Figure 4 – Highest Available Fire Flow at GV-11 under Scenario 3 Conditions

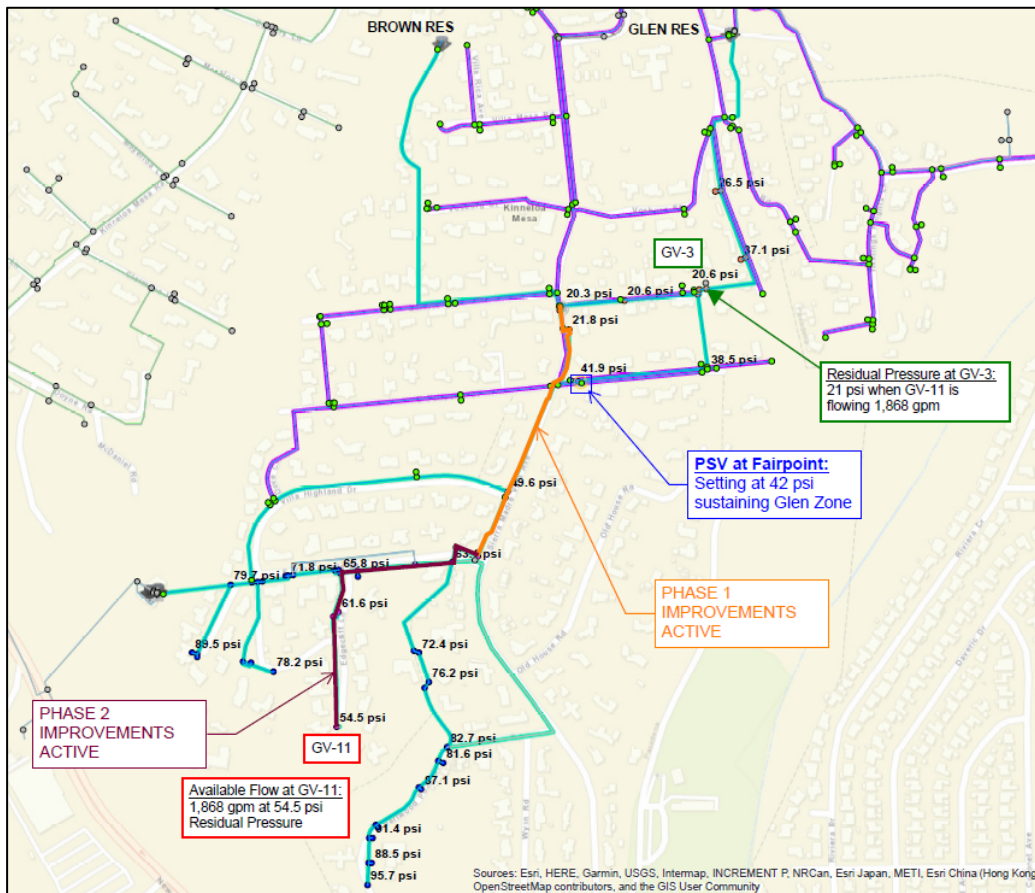


Table 3 - Residual Pressures and Allowable Fire Flows under Scenario 3 Conditions

Scenario	Edgecliff Ln Hydrant Available Flow (gpm)	Edgecliff Ln Hydrant (GV-11) Pressure with Available Flow (psi)	Critical Pressure for Glen Zone (psi)	Pressure at Barhite Hydrant GV-3 (psi)	Setting to Sustain at PSV (psi)
Scenario 3 Conditions – PSV Installed at Fairpoint Street					
3	1,868	54.5	20	21	42



Scenario 4 – Supplied by Reservoirs and Proposed PSV at Fairpoint Street with Fairpoint Improvements

For Scenario 4 conditions, the PSV would be installed along Fairpoint Street, east of Sierra Madra Villa Avenue at a proposed setting of 42 psi, and the District would upsize approximately 702 LF of existing 6-inch along Fairpoint Street as shown below to a new 12-inch main.

Under this scenario, hydrant GV-11 produced an available fire flow of 3,001 gpm at a residual pressure of 54.5 psi and it was the lowest residual in the Brown/Glen zone. The hydrant GV-3 dropped to 22 psi when GV-11 was flowing. Figure 5 (Exhibit 4) below shows the residual pressures throughout the Brown/Glen zone when hydrant GV-11 is flowing 3 001 gpm along with Phase 1 and Phase 2 improvements activated. Table 4 summarizes the findings under Scenario 4 conditions.

Figure 5 – Highest Available Fire Flow at GV-11 under Scenario 4 Conditions

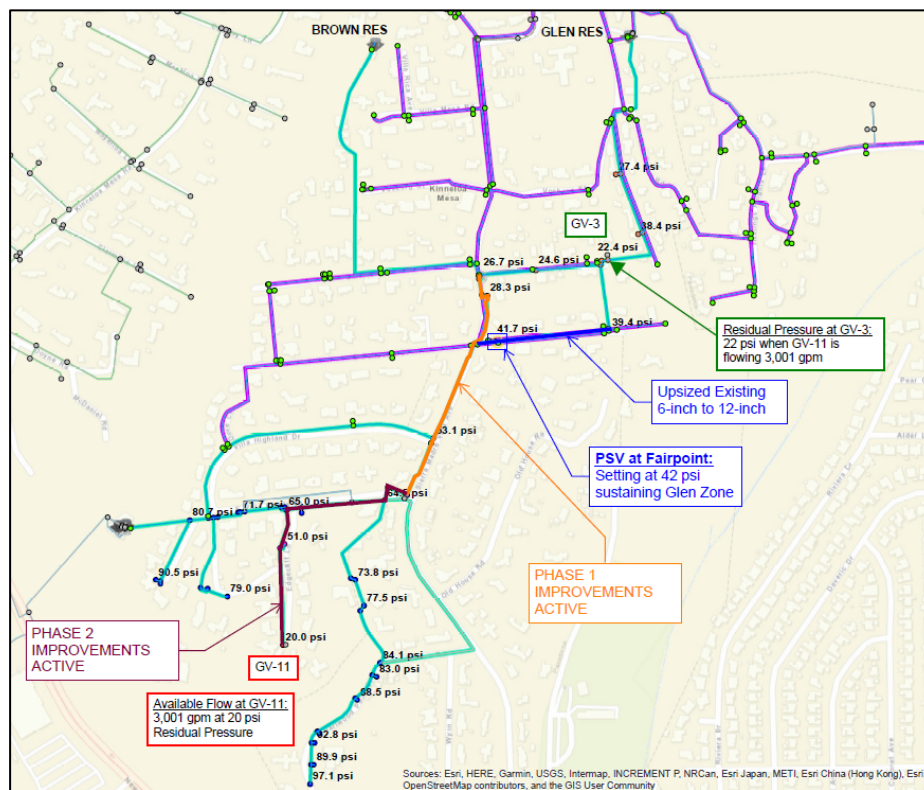


Table 4 - Residual Pressures and Allowable Fire Flows under Scenario 4 Conditions

Scenario	Edgecliff Ln Hydrant Available Flow (gpm)	Edgecliff Ln Hydrant (GV-11) Pressure with Available Flow (psi)	Critical Pressure for Glen Zone (psi)	Pressure at Barhite Hydrant GV-3 (psi)	Setting to Sustain at PSV (psi)
Scenario 4 Conditions – PSV Installed at Fairpoint Street with Additional Pipeline Improvements					
4	3,001	20.0	20	22	42



CONCLUSIONS

Based upon the analysis performed, installing the PSV at Barhite Street as shown in Scenario 2 would provide the highest available fire flow at without the need for additional pipeline improvements within the Brown/Glen Zone. If the District would prefer to implement pipeline improvements along Fairpoint Street, then installing the PSV at Fairpoint Street in addition to those improvements as shown in Scenario 4, would be the provide the highest available fire flow at GV-11 while not allowing the Brown/Glen Zone to drop further than 20 psi residual pressure.

Please contact the undersigned with any questions regarding these analyses.

Sincerely,

A handwritten signature in blue ink, appearing to read "Terry Kerger".

Terry Kerger, P.E.
Principal Engineer

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RESOLUTION 2022-03-29

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE KINNELOA IRRIGATION DISTRICT
EXTENDING THE TIME DURING WHICH THE DISTRICT MAY CONTINUE TO MEET IN
ACCORDANCE WITH RESOLUTION 2022-01-18 AND WITHOUT COMPLIANCE WITH
GOVERNMENT CODE SECTION 54953(B)(3)**

WHEREAS this District has previously approved Resolution 2022-01-18 authorizing remote teleconference meetings; and

WHEREAS the COVID-19 state of emergency declared by the Governor is ongoing; and

WHEREAS the District wants to follow the health and safety recommendations of state and local health officials to reduce the spread of the COVID-19 virus.

NOW THEREFORE, IT IS RESOLVED that the Board extends the provisions of Resolution 2022-01-18 for thirty days in accordance with Government Code Section 54953(e).

PASSED, APPROVED AND ADOPTED THIS TWENTYNINTH DAY OF MARCH, 2022.

SIGNED: _____
Chair

ATTEST: _____
Secretary