

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, December 17, 2019
3:00 PM

AGENDA

1. **CALL TO ORDER** – 3:00 PM
 - 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. **PUBLIC HEARING REGARDING PROPOSED 2020 WATER RATES** –
Recommended Action: Open public hearing; receive written and oral comments from the public; close public hearing
4. **WATER RATES** – Discussion and adoption of 2020 water rates – Resolution 2019-12-17
Recommended Action: Discuss proposed water rates; approve motion to adopt resolution
5. **REVIEW OF MINUTES** – November 19, 2019 minutes
Recommended Action: Review and approve motion to file
6. **REVIEW OF FINANCIAL REPORTS** – November 30, 2019 financial reports
Recommended Action: Review and approve motion to file
7. **GENERAL MANAGER’S REPORT** – Information item by General Manager
Recommended Action: General Manager to summarize the report and respond to questions
8. **INFORMATION ITEMS** –
 - a. ACWA JPIA Liability Policy – Letter from ACWA JPIA regarding renewal of policy
 - b. ACWA JPIA President’s Special Recognition Award – Letter and Awards
 - c. Per- and poly-fluoroalkyl substances (PFAS) family of synthetic chemicals – Memo from General Manager and information from ACWA and AWWA
 - d. Public Records Requests – Email response from Jim Ciampa, Attorney at Lagerlof, Senecal, Gosney & Kruse, LLP regarding Director access to customer information
 - e. Pasadena Glen Community Services District (CSD) – Report from Director Eldridge regarding the CSD meeting and easements in Pasadena Glen*Recommended Action: General Manager to respond to questions*
9. **TRUCK REPLACEMENT** – Memo from General Manager regarding selection and purchase of two pickup trucks to replace the 1996 Chevrolet 1500 and 1999 Ford F-150 pickup trucks
Recommended Action: Authorize the General Manager to issue a purchase order for two 2020 Ford F-150 trucks

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, December 17, 2019
3:00 PM

AGENDA

10. ELECTION OF KINNELOA IRRIGATION DISTRICT BOARD OFFICERS FOR YEAR 2020 –

Recommended Action: Conduct election per the following procedure per Article 4.03 of the Kinneloa Irrigation District's Rules and Regulations

BOARD OFFICER ELECTION PROCEDURE

Officers will be nominated and elected individually, not as a “slate.” The procedure is as follows:

- a. The Chairman calls for nominations for the office of Chairman.
- b. A candidate is nominated.
- c. The nomination is seconded. If a second is not received, the nomination dies.
- d. The Chairman then asks if there are other nominations.
- e. All other nominations (if any) are received and seconded.
- f. The Chairman then calls for a vote and announces the results.
- g. The same procedure is followed for the office of Treasurer and Secretary.

11. 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.

12. CALENDAR –

January 21, 2020	May 19, 2020	September 15, 2020
February 18, 2020	June 16, 2020	October 20, 2020
March 17, 2020	July 21, 2020	November 17, 2020
April 21, 2020	August 18, 2020	December 15, 2020

13. ADJOURNMENT

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

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the agenda packet is available for public review at the District office or online at the District's website

<https://kinneloairrigationdistrict.info>.



Memo

Date: December 9, 2019

To: Board of Directors

From: Mel Matthews

Subject: 2020 Water Rates

Recommended Action: Approve the proposed water rates for 2020

The 2020 Budget was approved at the September 17, 2019, board meeting. The budgeted revenue of \$1,500,000 is the same as the budgeted revenue for 2019 revenue and does not presume that the current rates or the proposed rates be established for 2020. A notice was sent to the property owners and account holders regarding a proposed increase in the rates and that a public hearing would be held on December 17, 2019 to receive input and discuss the proposed rates that are recommended to meet reserve and capital improvement project requirements as well as the need to reduce water usage and water waste in compliance with current and future State regulations. The purpose of this memo is to provide information to the Board and the public regarding the District's water rates.

History of the KID's Rate Structure

The original rate structure which was established in 1955 was composed of minimum monthly charge ranging from \$2.50 to \$6.50 based on meter size and included an allowance of between 4 and 10 units of usage also based on meter size. Water used over the allowance was billed at \$0.18 per unit up to 100 units and \$0.15 per unit for amounts over 100 units. The rate structure was modified in 1958 to establish a monthly minimum of \$5.00 regardless of meter size and included an allowance of 8 units of usage. Water used over the allowance remained at \$0.18 per unit up to 100 units and \$0.15 per unit for amounts over 100 units. This two-tier declining rate structure remained in place for the next 18 years and was typical of water rate design in that period.

The rate structure was changed in 1976 to establish a fixed daily service charge (that did not include any water) plus a commodity charge that was uniform at all usage levels. This is the same structure that is currently in place. This rate history is shown below:

Rate History		
Effective Date	Daily Service Charge (Charge Per Average Month)	Usage Charge
12/15/1955	No daily service charge - Monthly minimum charge based on meter size: \$2.50 for 3/4" \$3.50 of 1" \$5.50 for 1.5" \$6.50 for 2"	3/4" \$2.50 1st 400 Cu. Ft. (4 units) 1" \$3.50 1st 600 Cu. Ft. (6 units) 1 1/2" \$5.00 1st 800 Cu. Ft. (8 units) 2" \$6.50 1st 1000 Cu. Ft. (10 units) \$0.18 per 100 Cu. Ft. (1 unit) up to 10,000 Cu. Ft. (100 units) \$0.15 per 100 Cu. Ft. over 10,000 Cu. Ft. (100 units)
5/1/1958	No daily service charge - Monthly minimum charge \$5.00 for all meters for 1st 800 Cu. Ft. (8 units)	\$0.18 per 100 Cu. Ft. (1 unit) up to 10,000 Cu. Ft. (100 units) \$0.15 per 100 Cu. Ft. over 10,000 Cu. Ft. (100 units)
4/1/1976	0.1810 (\$ 5.50)	\$0.20
4/1/1977	0.2140 (\$ 6.50)	\$0.27
1/1/1989	0.6575 (\$20.00)	\$0.85
1/1/1991	0.6575 (\$20.00)	\$1.10
5/5/1993	0.6575 (\$20.00)	\$1.60
4/5/2001	0.9863 (\$30.00)	\$1.90
1/6/2003	0.9863 (\$30.00)	\$1.95
1/1/2005	0.9863 (\$30.00)	\$2.05
1/1/2006	1.1178 (\$34.00)	\$2.30
1/1/2007	1.1836 (\$36.00)	\$2.42
1/1/2009	1.3479 (\$41.00)	\$2.55
1/1/2010	1.6110 (\$49.00)	\$2.75
1/1/2011	1.6110 (\$49.00)	\$2.95
1/1/2013	1.6800 (\$51.10)	\$3.35
1/1/2015	1.7600 (\$53.53)	\$3.52
1/1/2016	2.0200 (\$61.44)	\$4.05
1/1/2017	2.0800 (\$63.27)	\$4.17
1/1/2018	2.1400 (\$65.09)	\$4.30
1/1/2019	2.2000 (\$66.92)	\$4.43
1/1/2020 (Proposed)	2.2700 (\$69.05)	\$4.56

Comments on the Current Rate Structure

- Easy for customers to understand and for us to implement in the billing system
- Designed to be fair to all customers regardless of size and type of property and usage
- Low usage customers are not subsidized if fixed charge is properly set to cover fixed expenses
- High usage customers contribute to net revenues if commodity charge is properly set to cover variable expenses
- Relies on total monthly bill to encourage conservation
- No penalty for excessive use or waste of water

Trends in Water Rate Designs

The increasing dependence of most water agencies on imported water and the need to comply with water efficiency and drought regulations has caused many agencies to adopt tiered water rates based on a “water budget” for a typical property and household size. The customer pays a significantly higher rate for the incremental water if the water budget is exceeded. This “penalty” rate is intended to cover the cost of the more expensive imported water and to fund water conservation programs and rebates. Since the progression of rates through the tiers is usually exponential, there is an enormous incentive for customers to reduce water usage. This structure has worked well for many agencies, but the cost of designing and administering the program is enormous. Furthermore, the agency is more open to Proposition 218 rate challenges as well as legal action since this rate design deviates from the long-standing “cost of service” paradigm for validating rates. Nevertheless, many agencies that have adopted water budget rates have achieved their water efficiency goals.

What is different about the KID as compared to other agencies?

Other agencies in our area depend on imported water to supply 50% or more of customer demand. Since the cost of imported water is up to 10 times the cost of producing local groundwater, agencies are increasingly requiring the high-usage customers to pick up the cost of the incremental imported water by charging more for excessive usage. The KID has not needed to purchase imported water, but we have had to lease additional pumping rights which has increased our expense for the incremental water above our adjudicated rights.

With respect to water use efficiency, nearly all of the KID’s customers have septic systems rather than a sewer connection and except for water lost by evaporation, all of KID’s water sold to customers is returned to the Raymond Basin aquifer for future reuse. Essentially, we use the natural method for water recycling without the cost to build and operate a recycling plant. Nevertheless, it is important for us to continue to promote water use efficiency by our customers and support the efforts of other water agencies to achieve conservation goals.

The highest water sales over a twenty-year period was 847 AF in 2006-2007. This was also the year that we started to heavily promote water use efficiency by using newsletters, billing messages, billing inserts as well as making modest rate adjustments every one or two years. This strategy seemed to work and by 2010-2011 we had achieved a 30% reduction to 591 AF. We have now had 7 years of low rainfall and one average year of rainfall. We had 562 AF of sales in the 2018-2019 year which is a 34% reduction from 2006-2007 but it is only 9% lower than the 25-year average of 691.2 acre-feet.

Recommendation on the Rate Structure

Agencies that depend heavily on imported water can justify a complex rate structure and additional administrative costs to fairly allocate the cost of water at all usage levels. However, based on my analysis of alternative rate structures and consideration of the above information, I recommend continuing with our current structure and the proposed 2020 rates. Even though the current structure makes it more difficult to achieve lower water usage, I believe that it offers the benefits of simplicity, fairness and is based on the cost of providing service. Maintaining the current structure avoids the significant cost of establishing and administering a water budget rate structure and providing an appeal process for customers.

Does the KID Need to Increase Rates?

The approved 2020 budget generates net revenues of \$239,350 and a negative net cash flow of \$616,117 after expenditures for anticipated improvement projects. Although many of these projects were planned to be completed using reserve funds, it is an indication of the need to rebuild the reserve fund for future projects and to cover inflation in our general expenses.

What are the Revenue Implications of a Rate Increase?

The following scenarios are intended to facilitate discussion about the proposed rate increase.

- Each \$1 increase in the fixed monthly service charge generates \$7,000 in incremental revenue. The proposed increase in the daily service charge from \$2.20 (\$66.92 per month) to \$2.27 (\$69.05 per month) will generate approximately \$15,000 in incremental annual revenue.
- Each \$0.10 increase in the commodity rate generates \$31,000 in incremental revenue if there is no decrease in water usage. The proposed increase usage rate from \$4.43 to \$4.56 will generate approximately \$50,000 in incremental revenue if water usage remains at the current level. If usage drops by 10% there will be \$45,000 in incremental annual revenue.

Summary

Adoption of the proposed rates are projected to increase annual revenue by \$45,000 to \$50,000.

Kinneloa Irrigation District 2020 Budget

Account	Account Description	2020 Budget
4000	Water Sales	1,500,000
4015	Wholesale Water Sales	90,000
4020	Service Charges	10,000
4035	Interest-Reserve Fund	30,000
Total Income		1,630,000
5000	Leased Water Rights*	63,135
5005	Electricity	125,000
5010	Maintenance Supplies	25,000
5011	Material and Labor for Installs	10,000
5012	Safety Equipment	1,600
5015	Operations & Maintenance Labor	206,400
5016	Operations & Maintenance OT	13,500
5020	Stand-by Compensation	10,980
5022	Training/Certification	1,600
5025	Water Treatment/Analysis	22,000
5030	Maintenance Contractors	130,000
5034	Equipment Maintenance	15,000
5035	Vehicle Maintenance	15,000
5036	Fuel - All Equipment	15,000
5040	Equipment Rental	500
5045	Insurance-Workers Compensation	20,000
5046	Insurance-Liability	16,000
5048	Insurance-Property	2,500
5049	Insurance-Medical	88,500
6000	Engineering Services	47,500
6005	Watermaster Services	12,000
6015	Administrative Salary	154,000
6017	Administrative Travel	3,000
6020	Board of Directors Compensation	8,400
6021	Administrative & Board Expenses	1,000
6022	Board of Directors Election	12,500
6024	Customer/Public Information	2,000
6025	PERS - KID	36,000
6030	Social Security - KID	29,000
6031	Medicare - KID	6,800
6035	Office/Computer Supplies	7,000
6036	Postage/Delivery	5,000
6040	Professional Dues	12,000
6045	Legal Services	15,000
6050	Telephone	4,500
6051	Mobile Telephone	1,500
6052	Pagers	500
6053	Internet Service	1,000
6059	Computer/Software Maintenance	12,000
6061	Office Equipment Maintenance	1,000
6065	Accounting Services	7,000
6070	Office & Accounting Labor	109,500
6075	Professional/Contract Services	28,000
6080	Administrative Fees	9,000
6081	Permits/Fees	15,000
6086	Sales Tax	500
6088	Interest Expense	61,735
6120	Bank Service Charges	6,500
Total Expenses		1,390,650
NET REVENUES		239,350

Recommended Expenditures for Projects**

1504	Water Mains	500,000
1505	Water Tunnels	10,000
1509	Wilcox Well/Wilcox Booster	52,000
1511	Water Treatment Plant	6,000
1512	Water Meters	9,000
1513	Electrical/Electronic Equipment	5,000
1514	Computer/Office Equipment	5,000
1515	Vehicles/Portable Equipment	90,000
1516	Water Company Facilities	30,000
1527	SCADA	10,000
2400	Installment Purchase Agreement	138,467
Total Other Expenditures		855,467
NET CASH FLOW		-616,117

Water Sales, Units	222,290
Usage Charge Per Unit	\$4.56
Annual Usage (Commodity) Revenue	\$1,013,641
Daily Service Charge	\$2.27
Annual Daily Service Charge Revenue	\$486,359
Annual Water Sales	\$1,500,000
Wholesale Water Sales	\$90,000
Other Annual Revenue	\$40,000
Total Revenue	\$1,630,000
Total Expenses	\$1,390,650
Net Revenues	\$239,350
Improvement Projects and Debt Service	\$855,467
Annual Net Cash Flow	-\$616,117
Average Monthly Charge for Low Usage (10 units)	\$112
Average Monthly Charge for Medium Usage (50 units)	\$289
Average Monthly Charge for High Usage (100 units)	\$511
Reserve Fund Balance (Beginning)*	\$2,088,880
Reserve Fund Balance (Year End)*	\$1,472,763

*Reserve fund balance includes targets of \$100,000-\$200,000 for operating reserve, \$200,000-\$400,000 for emergency repairs, \$200,000-\$400,000 for replacement of existing facilities equipment and vehicles and \$500,000-\$4,500,000 for future capital improvement projects. The total target reserve fund range is \$1,000,000-\$5,500,000.

Rate History		
Effective Date	Daily Service Charge (Charge Per Average Month)	Usage Charge
12/15/1955	No daily service charge - Monthly minimum charge based on meter size: \$2.50 for 3/4" \$3.50 of 1" \$5.50 for 1.5" \$6.50 for 2"	3/4" \$2.50 1st 400 Cu. Ft. (4 units) 1" \$3.50 1st 600 Cu. Ft. (6 units) 1 1/2" \$5.00 1st 800 Cu. Ft. (8 units) 2" \$6.50 1st 1000 Cu. Ft. (10 units) \$0.18 per 100 Cu. Ft. (1 unit) up to 10,000 Cu. Ft. (100 units) \$0.15 per 100 Cu. Ft. over 10,000 Cu. Ft. (100 units)
5/1/1958	No daily service charge - Monthly minimum charge \$5.00 for all meters for 1st 800 Cu. Ft. (8 units)	\$0.18 per 100 Cu. Ft. (1 unit) up to 10,000 Cu. Ft. (100 units) \$0.15 per 100 Cu. Ft. over 10,000 Cu. Ft. (100 units)
4/1/1976	0.1810 (\$ 5.50)	\$0.20
4/1/1977	0.2140 (\$ 6.50)	\$0.27
1/1/1989	0.6575 (\$20.00)	\$0.85
1/1/1991	0.6575 (\$20.00)	\$1.10
5/5/1993	0.6575 (\$20.00)	\$1.60
4/5/2001	0.9863 (\$30.00)	\$1.90
1/6/2003	0.9863 (\$30.00)	\$1.95
1/1/2005	0.9863 (\$30.00)	\$2.05
1/1/2006	1.1178 (\$34.00)	\$2.30
1/1/2007	1.1836 (\$36.00)	\$2.42
1/1/2009	1.3479 (\$41.00)	\$2.55
1/1/2010	1.6110 (\$49.00)	\$2.75
1/1/2011	1.6110 (\$49.00)	\$2.95
1/1/2013	1.6800 (\$51.10)	\$3.35
1/1/2015	1.7600 (\$53.53)	\$3.52
1/1/2016	2.0200 (\$61.44)	\$4.05
1/1/2017	2.0800 (\$63.27)	\$4.17
1/1/2018	2.1400 (\$65.09)	\$4.30
1/1/2019	2.2000 (\$66.92)	\$4.43
1/1/2020	2.2700 (\$69.05)	\$4.56

Estimate based on prior projects. Competitive bidding will determine actual cost.
 House Tunnel pipeline repair
 Replace 50 hp booster pump and motor and sandblast and paint pump stand
 Eucalyptus Cl2 generator replacement
 Based on meter replacement rate and transmitters reaching end of 10-year life cycle
 Normal replacements
 Normal replacements
 Replace two pickup trucks
 Removal, replacement and widening of office driveway
 Minor upgrades in equipment and software
 Annual principle payment on project loan

 Planned use of reserve funds for capital improvement and replacement projects

* Optional expense based on need for supplemental water and negotiation for leased water rights

**Major projects will be prioritized during the year based on urgency and available funds and presented to the Board of Directors for approval.

SURVEY OF FEES AND CHARGES FOR WATER SERVICE

Rates are as of July 2018 for FMWD agencies. Kinneloa has the proposed rates as of 1/1/2019, Sierra Madre are the current rates and Pasadena has the proposed rates for 2018-2019 for service outside of city limits (Altadena and other unincorporated areas)

	Crescenta Valley Water District	La Cañada Irrigation District	Las Flores Water Company	Lincoln Avenue Water Company	Mesa Crest Water Company	Rubio Cañon Land & Water Association	Valley Water Company	City of Pasadena	City of Sierra Madre	Kinneloa Irrigation District
Monthly or Bimonthly	Monthly (billed bimonthly)	Monthly (billed bimonthly)	monthly	monthly	monthly	monthly	monthly	Monthly (billed bimonthly)	Monthly (billed bimonthly)	monthly
Service charges each meter size	3/4" - 25.28 1" - 37.71 1-1/2" - 68.78 2" - 106.08 3" - 224.17 4" - 398.21	5/8 & 3/4" - 24.28 1-1/4" & 1" - 50.33 1-1/2" - 93.75 2" - 145.86 3" - 310.87	\$26.25 service charge all sizes	\$29.90 monthly standby fee +\$5 for multiple dwelling \$3.75 monthly Catastrophic Loss Fund	5/8" - \$19.20 3/4" - 28.82 1" - 48.03 1-1/2" - 96.04 2" - 153.66 3" - 288.07 4" - 480.18	5/8" - \$27.55 3/4" - 27.55 1" - 33.00 1-1/2" - 36.75 2" - 45.50 over 2" - 49.95 \$10 each addl unit with only one meter	3/4" - \$10.18 1" - 15.95 1-1/2" - 44.00 2" - 68.75 3" - 143.00 4" - 220.00 6" - 297.00 8" - 357.50	5/8 & 3/4" - \$27.87 1" - 52.95 1-1/2" - 109.24 2" - 251.09 3" - 613.09 4" - 942.21 6" - 1454.42 8" - 2365.42 10" - 3087.28	5/8 & 3/4" - \$39.84 1" - 53.50 1-1/2" - 76.27 2" - 103.59 3" - 167.34 4" - 248.48	\$67.53/month service charge all sizes
Commodity rates	Eff. 7/1/18 1 - 10 units @ \$4.83/unit (1 Unit = 1,000 gal) 11 - 26 Units @ \$7.61/unit 27 Units and over @ \$11.49/unit	Eff. 5/1/18 1st 14 units (ccf) \$3.30 ea 15 to 70 units @ \$4.19 ea Over 70 units @ \$4.68 ea	Eff. 1/1/2018 1 to 10 units \$3.49 ccf 11 to 20 units \$3.83 ccf 21 to 40 units \$4.40 ccf Over 40 units \$5.50 ccf Foothill MWD Charge: \$0.53/unit (ccf) Energy Surcharge \$0.15 ccf	Eff. 5/1/17 1 to 7 units (ccf) \$3.30 ea* 8 to 20 units @ \$3.81 ea 21 to 40 units @ \$4.19 ea 41 units and over @ \$4.61 ea *Tier 1 allocation is 7 units per share of stock (i.e. 2 shares receive 14 units at tier 1 rate, 3 shares receive 21 units, etc..)	Eff. 6/1/2018 \$5.32/unit (ccf)	Eff. 6/1/2018 1 - 12 units (ccf) \$2.95 13 - 26 units (ccf) \$3.50 27 units and over \$3.95	Eff. 1/1/17 1 - 50 Units (ccf) @ \$4.282/unit 51 to 100 units @ \$4.677/unit 100 units and over @ \$5.471 ea	Proposed 2018-2019 1st 8 units (ccf) \$2.51 ea 9 to 15 units @ \$3.73 ea 16 to 19 units @ \$4.43 ea greater than 20 units @ \$5.25 ea A capital improvement charge of \$1.25 per unit is included in above commodity rates. However, rates do not include purchased water adjustment, utility users' tax of 7.67% or other fees.	Eff. 7/1/2018 1st 11 units (ccf) \$2.69 ea 12 to 33 units @ \$3.47 ea 34 to 66 units @ \$4.08 ea greater than 66 units @ \$5.55 ea non-residential uniform @ 3.89 ea.	Proposed 1/1/19 \$4.43/unit (ccf)
Water system connection charge	Eff. 7/1/18 \$4,200 per EDU		N/A			N/A	N/A	Main fees plus costs		Proposed 1/1/19 \$3,000 per EDU effective 1/90
Fire service line	1" - 7.41 2" - 10.43 3" - 20.59 4" - 36.37 6" - 93.02 8" - 190.73 10" - 337.70	same as meter charge	same as meter charge	\$35.00/mo	4" - 26.58 6" - 39.93	\$30	same as meter charge		2" - 6.29/ccf 4" - 38.95/ccf	same as meter charge
OTHER CHARGES										
Temporary construction meter	\$1,000 Deposit \$25 Non-refundable Fee Commodity rate - Tier 2	\$1000.00 deposit \$100 setup charge 3 tier commodity rates	\$700 deposit \$45/mo. rental \$3.25/ccf	\$1500 deposit \$4.61/ccf +\$5.00/day	\$1,200 deposit \$153.66/mo + ccf charge	\$1800 deposit \$50/week + water usage	\$1500 deposit + \$35 setup +\$15/mo +Commodity Rate			\$850 deposit +\$8.60/ccf \$100 minimum
Turn-on fee -- delinquency	\$75 during office hours \$125 after hours	\$100.00	\$50.00	\$50.00 reconnection \$100.00 after hours	\$20.00	\$50.00 reconnection	Total bill + \$50.00			\$50.00
Turn-on fee -- new service/owner	\$100 Deposit for renters \$40 during office hours \$60 outside of office hours	\$10.00	0	\$200 dep for owner \$350 dep for renter	Renter-\$34 deposit on acct	Handled through escrow	\$5 - owner Renter-\$65 deposit +\$5		\$51--\$83	\$50.00
Delinquency penalty	\$25.00	None	\$10.00	\$15.00	2 mo avg bill on deposit	\$10.00	\$50.00 + total bill		\$94 deposit	\$15/month plus 10% interest
Fire flow tests	\$300.00	\$250.00 Supervision of Test	\$100	\$200.00	Mkt Price	\$120	\$50.00	\$200.00		\$900.00
New metered service installation + labor + material	All Sizes- time & material	all sizes (applied to material, labor & 30% o/h) plus 5/8"-1" \$1,500 > 2" \$3,000	\$1,275-\$1,375	\$5,000-\$15,000	0	billed for permits, materials, & \$75/hr labor	Labor & Material	actual cost	3/4" and 1" - \$674 minimum or actual cost with \$3,065-\$4,508 deposit 1 1/2" and 2" - \$907-\$1,143 minimum or actual cost with \$5,365-\$5,506 deposit	all sizes time & material +15%
Other	\$35 returned check	\$10 returned check	\$12 returned check	\$150 non-emerg.call \$50 meter test \$30 returned check \$15 autopay returned item	move a service -time & mat. CPUC Fee -> .01168 * entire bill \$15-ret'd check	\$30 returned check After Hours \$70	move a service -time & mat. of new service \$15-ret'd check			\$30 returned check
MUTUALS										
Stock transfer fee			\$75	\$100		\$75	\$50			
Affidavit of lost stock			0	\$100		no charge	\$50			
Purchase of additional shares			\$100/share	\$2,800		current audited price	\$60/share			
Shares required			2-1/2 shares	5 shares/acre			1 share every one tenth acre			
Next anticipated rate increase						6/1/2019				1/1/2020
Drought Surcharge	No			None as of yet		No	+4.597/unit, +35 units			
Low Income Discount	No	No	No	No	No	No	No	Yes	Yes	No
Approximate number of connections	8,000	2,900	1,400	4,500	710	3,100	3,580	56,000	4,750	584
Monthly Charge for Low Usage (10 units)*	\$84.20	\$87.78	\$67.95	\$64.43	\$101.23	\$62.50	\$58.77	\$105.45	\$83.91	\$111.83
Monthly Charge for Medium Usage (50 units)*	\$419.25	\$262.73	\$276.45	\$240.43	\$314.03	\$204.50	\$230.05	\$315.45	\$268.14	\$289.03
Monthly Charge for High Usage (100 units)*	\$848.98	\$496.73	\$585.45	\$470.93	\$580.03	\$402.00	\$463.40	\$577.95	\$545.64	\$510.53

*Monthly charges shown above are based on 1" meter which is the most common size used in the Kinneloa Irrigation District. Monthly charges increase substantially for larger meters for agencies that base service charges on meter size. Also water agencies that read meters bi-monthly and bill bi-monthly base the charges on two months of usage which usually moves the customer into higher tier rates. For example a customer that uses 10 units per month and 20 units for two months will be billed for the first 10 units at lowest tier rate and 10 units at the next higher tier rate. Since cities usually add other taxes and fees to the bill such as capital improvement fees and utility users' tax, comparison of rates is difficult. Crescenta Valley's typical monthly charges have been adjusted to reflect the difference in billing units (1000 gallons vs. ccf) so that the typical charges are uniform for all agencies.

RESOLUTION 2019-12-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE KINNELOA IRRIGATION DISTRICT ESTABLISHING RATES FOR SERVICE AND USAGE CHARGES EFFECTIVE DECEMBER 19, 2019

WHEREAS, the Board of Directors of this District has the statutory responsibility and authority to set rates and charges at a level adequate to meet the District's operating expenses and reserve requirements; and

WHEREAS, the Board has approved a budget for 2020 after consideration of projected operating and capital expenses and wishes to establish water rates for 2020 as reflected in the budget.

NOW THEREFORE, IT IS RESOLVED that the Board adopts a service charge of \$2.27 per day (\$69.05 per average month); and a commodity charge of \$4.56 per unit (100 cubic feet or 748 gallons) effective for water used on and after December 19, 2019, and reflected on bills received in February 2020;

RESOLVED FURTHER, that the General Manager is directed to insert the changed rates in the Rules and Regulations and other documents maintained by the District.

PASSED, APPROVED AND ADOPTED THIS SEVENTEENTH DAY OF DECEMBER 2019.

SIGNED: _____

Chair

ATTEST: _____

Secretary

KINNELOA IRRIGATION DISTRICT
Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, November 19, 2019, 1:00 pm
Minutes

DIRECTORS PRESENT: Tim Eldridge, Frank Griffith, Gordon Johnson, Gerrie Kilburn, and Bill Opel

DIRECTORS ABSENT: None

STAFF PRESENT: General Manager Melvin Matthews, Office Manager/Board Secretary Bernadette Allen

1. CALL TO ORDER: Director/Chair Gordon Johnson called the meeting to order at 1:00 pm. A quorum of Board Members was present. The Agenda was reviewed. No changes were requested.

2. PUBLIC COMMENT: District resident Dr. Dave Moritz was present. No public comments.

3. REVIEW OF MINUTES:

It was motioned/seconded/carried-(Kilburn/Opel-5/0/0/0):

“That the Board approves the October 22, 2019, minutes as presented for filing and posting on the website.”

It was motioned/seconded/carried-(Kilburn/Eldridge-5/0/0/0):

“That the Board approves the November 5, 2019, minutes as presented for filing and posting on the website.”

4. REVIEW OF FINANCIAL REPORTS: Director/Treasurer Bill Opel reviewed the October 31, 2019, financial reports. On the Income Statement, he highlighted the revenue of \$160,000, which shows better than average water sales, but wholesale water sales were less than expected. For expenses, he pointed out some accounts that are over budget for the month: 5010 maintenance/repair supplies over budget by \$2,600; 5016 operations overtime over budget by \$3,000; and maintenance/repair contractors over budget by \$5,000. The bottom line is \$11,000 net income variance for the month. On the Cash Flow Statement, he stated that there was a net increase in cash of \$17,000 for the month and \$135,000 ahead for year to date.

Director Griffith asked if the Foothill Municipal Water District (FMWD) administrative fee will continue to go up each year or level out. The General Manager said it is not likely to level out. He added that the District only pays a small percentage of the administrative expenses of FMWD.

It was motioned/seconded/carried-(Griffith/Kilburn-5/0/0/0):

“That the Board approves the financial reports as presented for filing.”

5. GENERAL MANAGER’S REPORT: The General Manager and Board reviewed the report.

II.A. Water Main Improvement Projects: The General Manager stated that he was very active in the analysis of the Brown Glen Project and options to move ahead.

II.B. Website Redesign: The project was completed, and the website went live.

III.A. Water Leak/...: There were a lot of customer contacts, especially questions regarding high water bill activity and water leak notices.

III.C. Future Capital Improvement: A new projects list will be presented in January.

KINNELOA IRRIGATION DISTRICT
Regular Meeting – Board of Directors
Tuesday, November 19, 2019
Minutes

IV. Water Supply Summary...: The General Manager stated that the District sold a lot of water to customers, so the surplus water is down a little at 177 acre feet, but that amount is adequate, and the District does plan to lease pumping rights from the City of Alhambra again in 2020.

The District is delivering water to the City of Pasadena.

The General Manager responded to questions:

Director Eldridge asked if there was an agreement regarding the bypass water, when Delores Tunnel was put back in to use. The General Manager stated that he does not remember the exact agreement regarding the water coming down the wash and will have to research it.

Director Eldridge also asked about the significant amount of water coming out above Delores. The General Manager stated that water from Falls Tunnel is measured for spreading credit. Director Eldridge expressed an interest in seeing how all the water in that area is measured.

Director Griffith asked for information about the Mutual Assistance Event. The General Manager stated that through the Public Water Agencies Group, there is a mutual assistance agreement among 17 agencies throughout LA County. This month's event was planned for managers and operating personnel. The main purpose was to explain the program and give operators an opportunity to establish relationships. Both Juan Tello and Brian Fry attended the event.

Director Griffith asked for an update on board compensation and public records act items. The General Manager stated that he will be adding both of those items to future meetings.

The Chair asked if there was an actual result of 100 ppb of lead and was it attributed to a new faucet. He stated that all faucets in California are supposed to be lead free or extremely low level. The staff replied that the result was 100 ppb, and the owner of the house said that that the faucet was new, not an antique. The General Manager added that a repeat sample was taken at another tap in the house, and the result was "not detected." Lead is attributable to customer plumbing. There is no lead in the District's water sources.

6. DIRECTOR REPORTS AND/OR COMMENTS: Director Opel reported that he went online, ordered the Flume and received the Kinneloa discount. He received the kit and installed it. The Flume people were very nice. The software indicated that he had a slow leak, which was an outside faucet. He had very nice follow up from customer service, and he submitted the rebate request to FMWD. The Flume works and he recommends trying it.

Director Opel stated how honored he has been to serve with the Board. He also welcomed Dr. Moritz. He thanked the Board for the opportunity to work together. The Directors thanked him in return. The Chair expressed his appreciation of Director Opel's insight, financial acumen and sense of humor, and stated that he will be missed.

Director Eldridge asked if the Board Members who were up for election this year are now officially appointed in lieu of election. The Board Secretary stated that the appointment will occur at the next LA County Board of Supervisors meeting and then letters will be mailed to those Directors who were appointed.

The Chair presented a certificate of appreciation to Director Opel from the Kinneloa Irrigation District and asked him to assist with employee evaluations prior to his end of service. Director Opel agreed, and he expressed his appreciation of the staff in the office and the field. He added that even though the District is small, it is incredible that the Board and staff make it all work. The General Manager also expressed his thanks to Director Opel for his service, his sense of humor,

KINNELOA IRRIGATION DISTRICT
Regular Meeting – Board of Directors
Tuesday, November 19, 2019
Minutes

and the challenges that were very productive, and he invited Director Opel to continue coming to future meetings.

Director Eldridge stated that his LTE endpoint has an app that enables him to monitor the water usage. It is not quite as detailed as the Flume, but it can be set to provide leak detection. He stated that the interface is not very user friendly. The General Manager agreed and concluded that the Flume type of device is truly real time with clear dashboards, whereas the LTE endpoint and app is about an hour or more behind, not real time, and more rudimentary.

7. CALENDAR: The next meetings will be December 17th and January 21st. The December meeting will include the public hearing regarding the proposed 2020 water rates. Items for the December or January meeting will be: 2020 projects list, Public Records Act, and draft Director Compensation Ordinance.

Director Eldridge stated that Terry McGough will be running the Community Services District (CSD). Linda Williams, who is stepping down from leadership, is in the process of trying to give an easement to the CSD. The survey revealed that the District has an easement in the area. At the CSD meeting [on November 19th], he will emphasize to the CSD that the District does have a blanket easement and not to cut the locks off the gates. He will give an update at the next Board meeting.

8. ADJOURNMENT: It was motioned/seconded/carried-(Eldridge/Kilburn-5/0/0/0):
“That the Board adjourns the meeting.”

The meeting was adjourned at 1:44 pm.

Reviewed and submitted by,



Bernadette C. Allen
Board Secretary

Kinneloa Irrigation District
Income Statement for the Eleven Months Ending November 30, 2019

	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	140,277.44	112,000.00	28,277.44	1,431,373.33	1,388,000.00	43,373.33
4015 Wholesale Water Sales	20,044.71	30,000.00	(9,955.29)	54,770.04	55,000.00	(229.96)
4020 Service/Installation Charges	1,020.95	833.33	187.62	10,428.19	9,166.63	1,261.56
4035 Interest-Reserve Fund	2,958.57	1,250.00	1,708.57	42,471.59	13,750.00	28,721.59
4070 Misc. Income	0.00	0.00	0.00	5,969.27	0.00	5,969.27
Total Revenues	164,301.67	144,083.33	20,218.34	1,545,012.42	1,465,916.63	79,095.79
Expenses						
5000 Leased Water Rights	0.00	0.00	0.00	63,135.00	63,135.00	0.00
5005 Electricity	22,038.11	12,000.00	10,038.11	111,364.52	113,000.00	(1,635.48)
5010 Maintenance/Repair Supplies	9,839.39	2,083.33	7,756.06	46,715.35	22,916.63	23,798.72
5011 Material and Labor for Install	0.00	833.33	(833.33)	0.00	9,166.63	(9,166.63)
5012 Safety Equipment	0.00	133.33	(133.33)	1,956.42	1,466.63	489.79
5015 Operations Labor	15,334.32	16,533.33	(1,199.01)	174,914.27	181,866.63	(6,952.36)
5016 Operations OT	1,911.36	750.00	1,161.36	18,344.62	8,250.00	10,094.62
5020 Stand-by Compensation	960.00	912.50	47.50	9,780.00	10,037.50	(257.50)
5022 Training/Certification	0.00	133.33	(133.33)	915.00	1,466.63	(551.63)
5025 Water Treatment/Analysis	2,798.16	1,833.33	964.83	22,681.22	20,166.63	2,514.59
5030 Maintenance/Repair Contractors	15,606.16	10,416.67	5,189.49	154,572.50	114,583.37	39,989.13
5034 Equipment Maintenance	8,942.63	1,041.67	7,900.96	20,228.24	11,458.37	8,769.87
5035 Vehicle Maintenance	1,053.73	833.33	220.40	9,543.68	9,166.63	377.05
5036 Fuel	1,490.32	1,250.00	240.32	13,403.32	13,750.00	(346.68)
5045 Insurance-Workers Comp.	0.00	0.00	0.00	19,413.84	9,340.00	10,073.84
5046 Insurance-Liability	1,294.79	1,333.33	(38.54)	13,423.08	14,666.63	(1,243.55)
5048 Insurance-Property	171.83	208.33	(36.50)	1,292.65	2,291.63	(998.98)
5049 Insurance-Medical	7,374.80	6,375.00	999.80	76,701.94	70,125.00	6,576.94
6000 Engineering Services	740.00	3,958.33	(3,218.33)	22,676.50	43,541.63	(20,865.13)
6005 Watermaster Services	880.33	1,000.00	(119.67)	9,686.67	11,000.00	(1,313.33)
6015 Administrative Salary	11,489.02	12,333.33	(844.31)	126,379.22	135,666.63	(9,287.41)
6017 Administrative Travel	109.79	250.00	(140.21)	934.15	2,750.00	(1,815.85)
6020 Board Compensation	600.00	466.67	133.33	4,700.00	5,133.37	(433.37)
6021 Administrative & Board Exp.	0.00	83.33	(83.33)	237.61	916.63	(679.02)
6024 Customer/Public Info. Prog.	200.00	166.67	33.33	1,221.95	1,833.37	(611.42)
6025 PERS - KID	2,744.68	3,000.00	(255.32)	29,304.46	33,000.00	(3,695.54)
6030 Social Security - KID	2,354.15	2,416.67	(62.52)	25,323.21	26,583.37	(1,260.16)
6031 Medicare - KID	550.59	516.67	33.92	5,922.47	5,683.37	239.10
6035 Office/Computer Supplies	932.45	583.33	349.12	6,776.98	6,416.63	360.35
6036 Postage/Delivery	386.80	416.67	(29.87)	4,367.88	4,583.37	(215.49)
6040 Professional Dues	1,154.41	1,000.00	154.41	12,829.89	11,000.00	1,829.89
6045 Legal Services	440.00	1,250.00	(810.00)	9,251.61	13,750.00	(4,498.39)
6050 Telephone	364.11	375.00	(10.89)	3,988.55	4,125.00	(136.45)
6051 Mobile Telephone	20.68	125.00	(104.32)	752.29	1,375.00	(622.71)
6052 Pagers	33.11	41.67	(8.56)	416.95	458.37	(41.42)
6053 Internet Service	69.99	83.33	(13.34)	713.77	916.63	(202.86)

Kinneloa Irrigation District
Income Statement for the Eleven Months Ending November 30, 2019

	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	368.33	1,000.00	(631.67)	6,281.31	11,000.00	(4,718.69)
6061 Office Equipment Maintenance	0.00	83.33	(83.33)	361.34	916.63	(555.29)
6065 Accounting Services	0.00	0.00	0.00	7,100.00	7,000.00	100.00
6070 Office & Accounting Labor	8,616.75	8,045.83	570.92	83,890.75	88,504.13	(4,613.38)
6075 Professional/Contract Services	2,008.06	2,333.33	(325.27)	28,890.47	25,666.63	3,223.84
6080 Administrative Fees	795.83	750.00	45.83	8,667.02	8,250.00	417.02
6081 Permits/Fees	310.31	1,250.00	(939.69)	7,421.09	13,750.00	(6,328.91)
6086 Taxes - Sales	0.00	0.00	0.00	38.90	500.00	(461.10)
6088 Interest Expense	32,696.83	32,713.00	(16.17)	64,800.74	66,628.00	(1,827.26)
6120 Bank Service Charges	784.89	541.67	243.22	6,781.25	5,958.37	822.88
Total Expenses	157,466.71	131,454.64	26,012.07	1,238,102.68	1,213,761.04	24,341.64
Net Income	6,834.96	12,628.69	(5,793.73)	306,909.74	252,155.59	54,754.15
Other Expenditures						
1511 WaterTreatment Plant	0.00	0.00	0.00	1,750.80	2,000.00	(249.20)
1512 Water Meters	0.00	0.00	0.00	5,995.01	6,000.00	(4.99)
1514 Computer/Office Equipment	0.00	0.00	0.00	716.49	1,000.00	(283.51)
1527 SCADA Equipment	0.00	0.00	0.00	42,260.42	51,000.00	(8,739.58)
2400 Installment Purchase Agreement	67,404.15	67,388.00	16.15	135,401.22	133,574.00	1,827.22
Total Other Expenditures	67,404.15	67,388.00	16.15	186,123.94	193,574.00	(7,450.06)
Total Increase or (Drawdown)	(60,569.19)	(54,759.31)	(5,809.88)	120,785.80	58,581.59	62,204.21

Kinneloa Irrigation District Balance Sheet as of November 30, 2019

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 329,940.18
1012	Reserve Fund-LAIF	125,623.40
1014	Reserve Fund-CalTRUST	1,717,115.91
1015	Unrealized Gain(Loss)-CalTRUST	(13,117.23)
1016	Accrued Interest-LAIF	315.04
1100	Accts. Receivable-Water Sales	51,284.11
1101	Accts. Receiv.-Service Charges	412.01
1102	Accts. Receiv.-Wholesale Water	7,722.30
1113	Employee Loans	953.54
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	160,466.95
1350	Prepaid Insurance	12,604.26
1360	Prepaid Expenses	30,228.18

Total Current Assets

2,442,777.17

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	3,584,517.77
1505	Water Tunnels	729,074.60
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	189,139.08
1512	Water Meters	110,481.34
1513	Electrical/Electronic Equip.	256,918.72
1514	Computer/Office Equipment	75,922.12
1515	Vehicles & Portable Equipment	242,548.91
1516	Water Company Facilities	70,422.20
1517	KID Office	54,741.36
1518	Shaw Ranch	280,789.92
1519	Dove Creek Project	487,383.87
1520	Glen Reservoir/Booster	24,190.86
1521	Kinneloa Ridge Project	690,492.58
1522	Eucalyptus Booster Station	532,342.43
1526	Vosburg Booster	1,647,215.66
1527	SCADA Equipment	350,158.34
1528	Tanks and Reservoirs	119,491.90
1529	Holly Tanks	181,113.76
1530	Tools	6,273.13
1600	Accum. Depreciation	(4,926,201.76)

Total Property and Equipment

5,662,952.71

Other Assets

1901	PERS-Deferred Outflows	99,141.00
------	------------------------	-----------

Total Assets

\$ 8,204,870.88

Kinneloa Irrigation District
Balance Sheet as of November 30, 2019

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 59,027.52	
2272	Job Deposits	13,336.27	
2275	Deposits-Water Customers	255.02	
2290	Accrued Vacation	19,935.60	
	Total Current Liabilities		92,554.41

Long-Term Liabilities

2400	Installment Purchase Agreement	1,733,076.13	
2801	PERS- Net Liability	257,353.21	
2901	PERS- Deferred Inflows	36,648.00	
	Total Long-Term Liabilities		2,027,077.34
	Total Liabilities		2,119,631.75

Capital

3040	Fund Balance	5,778,329.39	
	Net Income	306,909.74	
	Total Capital		6,085,239.13
	Total Liabilities & Capital		\$ 8,204,870.88

Kinneloa Irrigation District
Statement of Cash Flow
For the Eleven Months Ended November 30, 2019

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ 6,834.96	\$ 306,909.74
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	14,886.63	(1,242.94)
1101 Accts. Receiv.-Service Charges	136.77	(148.17)
1102 Accts. Receiv.-Wholesale Water	(7,722.30)	(7,722.30)
1113 Employee Loans	50.19	(953.54)
1340 Accrued Water Sales	(4,427.35)	(25,804.67)
1350 Prepaid Insurance	1,466.62	(2,883.78)
1360 Prepaid Expenses	(287.18)	(8,783.36)
2000 Accounts Payable	18,830.79	23,783.22
2272 Job Deposits	(900.00)	12,436.27
	22,034.17	(11,319.27)
Net Cash Provided by Operations	28,869.13	295,590.47
 Cash Flows from Investing Activities		
<i>Used for</i>		
1511 WaterTreatment Plant	0.00	(1,750.80)
1512 Water Meters	0.00	(5,995.01)
1514 Computer/Office Equipment	0.00	(716.49)
1527 SCADA Equipment	0.00	(42,265.68)
	0.00	(50,727.98)
Net Cash Used in Investing	0.00	(50,727.98)
 Cash Flows from Financing Activities		
<i>Proceeds from</i>		
<i>Used for</i>		
2400 Installment Purchase Agreement	(67,404.15)	(135,401.22)
2801 PERS- Net Liability	(1,436.25)	(13,975.53)
	(68,840.40)	(149,376.75)
Net Cash Used in Financing	(68,840.40)	(149,376.75)
Net Increase (Decrease) in Cash	\$ (39,971.27)	\$ 95,485.74
 Summary		
Cash Balance at End of Period	\$ 2,159,877.30	\$ 2,159,877.30
Cash Balance at Beg. of Period	(2,199,848.57)	(2,064,386.30)
Net Increase (Decrease) in Cash	\$ (39,971.27)	\$ 95,491.00

Kinneloa Irrigation District
Check Register
For the Period from November 1, 2019 to November 30, 2019

Date	Check #	Payee	Amount	Description
11/5/19	9255	ACWA/JPIA	8,316.32	employee health benefits
11/5/19	9256	AmeriPride Services	78.40	shop rag service
11/5/19	9257	Joel Bundy	44.02	mileage reimbursement
11/5/19	9258	Underground Service Alert	38.05	dig alert
11/5/19	9259	Dig Safe Board	16.81	California state fee for regulatory costs
11/5/19	9260	Eurofins Eaton Analytical, Inc.	92.40	water sample analysis
11/5/19	9261	Lagerlof, Senecal, Gosney & Kruse	1,142.63	PWAG 1/15 share general matters
11/5/19	9262	Matt Chlor Inc.	612.08	chlorine tank for water treatment
11/5/19	9263	Red Supply	105.70	maintenance supplies
11/5/19	9264	Ultimate Cleaning Solutions, Inc.	75.00	janitorial services
11/5/19	9265	Western Water Works	1,816.88	maintenance/repair parts
11/5/19	9266	Sevag Manoukian	650.00	net refund on deposit
11/5/19	9266V	Sevag Manoukian	-650.00	incorrect payee - voided check
11/5/19	9267	Mike Manoukian	650.00	net refund on deposit
11/5/19	9268	Eurofins Eaton Analytical, Inc.	250.80	water sample analysis
11/15/19	EFT4084	Bernadette C. Allen	1,592.82	salary
11/15/19	EFT4085	Joel D. Bundy	1,515.57	salary
11/15/19	EFT4086	Christopher A. Burt	2,945.26	salary
11/15/19	EFT4087	Timothy J. Eldridge	92.35	salary
11/15/19	EFT4088	Brian L. Fry	1,922.68	salary
11/15/19	EFT4089	Gerrie G. Kilburn	92.35	salary
11/15/19	EFT4090	Melvin L. Matthews	3,789.76	salary
11/15/19	EFT4091	Juan R. Tello	1,592.50	salary
11/15/19	EFT4092	Christopher A. Burt	150.00	salary
11/15/19	EFT4093	Automatic Data Processing, Inc.	5,815.27	payroll taxes and withholdings
11/19/19	EFT4094	Automatic Data Processing, Inc.	97.02	payroll processing fees
11/19/19	EFT4095	Arco Gaspro Plus	1,490.32	fuel for trucks
11/19/19	EFT4096	Athens Services	215.69	trash pickup service
11/19/19	EFT4097	CA Public Employees Ret. Sys.	300.00	SSA218 Annual Fee
11/19/19	EFT4098	CA Public Employees Ret. Sys.	5,464.30	CalPERS Oct. KID & employee contributions
11/19/19	EFT4099	Century Business Solutions	302.30	credit card processing fee
11/19/19	EFT4100	Century Business Solutions	15.00	banking service fee
11/19/19	EFT4101	Pasadena Municipal Services	1,795.63	electricity for Wilcox Well
11/19/19	EFT4102	Southern California Edison Co.	6,233.18	electricity Oct 11 sites (2 not billed), Sept 1 site
11/19/19	EFT4103	Charter Communications	359.10	phone and internet
11/19/19	EFT4104	VeriCheck, Inc.	121.39	echeck processing fee
11/19/19	9269	BrightView Landscape Services	1,490.00	landscape services
11/19/19	9270	Clinical Lab of San Bernardino	84.00	water sample analysis
11/19/19	9271	Digital Deployment, Inc.	200.00	monthly website hosting fee
11/19/19	9272	Eurofins Eaton Analytical, Inc.	132.00	water sample analysis

Kinneloa Irrigation District
Check Register
For the Period from November 1, 2019 to November 30, 2019

Date	Check #	Payee	Amount	Description
11/19/19	9273	Foothill Municipal Water District	795.83	administrative fee
11/19/19	9274	Fyre Guard Company	564.01	fire extinguisher annual inspection and replacement
11/19/19	9275	Generator Services Co.	556.60	generator troubleshoot overspeed, Sage
11/19/19	9276	Hill Brothers Chemical Co.	236.52	sodium hypochlorite
11/19/19	9277	Lagerlof, Senecal, Gosney & Kruse	440.00	general matters
11/19/19	9278	McMaster Carr	1,448.74	maintenance supplies
11/19/19	9279	Perry Thomas Construction Co.	13,563.84	leak repair on Mesaloe Ln
11/19/19	9280	Perry Thomas Construction Co.	7,689.00	new customer service line on Old Grove Rd
11/19/19	9281	Utility Service Co., Inc.	5,001.90	tank maintenance agreement
11/19/19	9282	Western Water Works	2,911.31	maintenance/repair parts
11/30/19	EFT4105	Bernadette C. Allen	1,400.31	salary
11/30/19	EFT4106	Joel D. Bundy	1,457.75	salary
11/30/19	EFT4107	Christopher A. Burt	2,696.76	salary
11/30/19	EFT4108	Timothy J. Eldridge	92.35	salary
11/30/19	EFT4109	Brian L. Fry	1,748.81	salary
11/30/19	EFT4110	Francis J. Griffith	92.35	salary
11/30/19	EFT4111	Gerrie G. Kilburn	92.35	salary
11/30/19	EFT4112	Melvin L. Matthews	3,851.78	salary
11/30/19	EFT4113	Arthur W. Opel	92.35	salary
11/30/19	EFT4114	Juan R. Tello	1,396.63	salary
11/30/19	EFT4115	Christopher A. Burt	150.00	salary
11/30/19	EFT4116	Automatic Data Processing, Inc.	5,264.76	payroll taxes and withholdings
11/30/19	EFT4117	Christopher A. Burt	16.23	salary
11/30/19	EFT4118	Brian L. Fry	164.06	salary
11/30/19	EFT4119	Juan R. Tello	83.12	salary
11/30/19	EFT4120	Christopher A. Burt	150.00	salary
11/30/19	EFT4121	Automatic Data Processing, Inc.	71.02	payroll processing fees
11/30/19	EFT4122	Kinneloa Irrigation District CA	100,100.98	loan installment payment
11/30/19	EFT4123	Automatic Data Processing, Inc.	92.30	payroll processing fees
11/30/19	EFT4124	American Messaging Services	33.11	pager service
11/30/19	EFT4125	AT&T Mobility	124.08	FirstNet cell phone service
11/30/19	EFT4126	Umpqua Bank	3,124.06	credit card - see attached detail Oct 2019
Total			<u>206,550.49</u>	

**Credit Card Detail Umpqua Bank
October 2019**

(Expenses incurred/billed in October and due/paid in November)

Acct. No.	Account Description	Additional Description	MLM	CAB	BLF	JDB	BCA	JRT	TOTAL
1514	Computer/Office Equip.								\$0.00
5010	Maintenance Supplies	check valve, distilled water, tools; tarp		\$324.80	\$55.10				\$379.90
5012	Safety Equipment	high traction stair tape	\$87.40						\$87.40
5022	Training/Certification								\$0.00
5025	Water Treatment/Analysis								\$0.00
5035	Vehicle Maintenance	2008-1 truck tune up, radiator replaced, AC compressor replaced		\$2,000.97					\$2,000.97
5036	Fuel								\$0.00
6017	Adm. Travel								\$0.00
6021	Adm. & Bd. Exp.								\$0.00
6035	Office/Computer Supplies	bathroom sign, labels				\$40.50			\$40.50
6036	Postage/Delivery	stamps					\$331.80		\$331.80
6040	Professional Dues								\$0.00
6050	Telephone	answering service	\$75.00						\$75.00
6051	Mobile Phone								\$0.00
6053	Internet Service								\$0.00
6059	Computer/Software Maint.	antivirus for 2 years	\$99.99						\$99.99
6061	Office Equipment Maint.								\$0.00
6075	Outside Services	compensation survey	\$108.50						\$108.50
6081	Permits/Fees								\$0.00
TOTAL			\$370.89	\$2,325.77	\$55.10	\$40.50	\$331.80	\$0.00	\$3,124.06

General Manager's Report for the Board of Directors Meeting on December 17, 2019

I. Customer Account Information and Internet Usage

A. Delinquent Accounts –

- 23 accounts received past-due notice
- 23 accounts received late charges in the total amount of \$410.95
- 6 accounts received door hanger shut off notice
- 0 account was shut off for non-payment
- 0 account remain shut off for non-payment

B. Aged Receivables –

Month	Current	30 days	60 days	90 days or greater	Total
January	\$19,576.69	\$3,491.39	\$0.00	\$0.00	\$23,068.08
February	\$32,588.72	\$4,502.38	\$381.98	\$0.00	\$37,473.08
March	\$18,623.41	\$2,023.53	\$64.12	\$59.92	\$20,770.98
April	\$35,258.88	\$1,661.07	\$247.83	\$124.04	\$37,291.82
May	\$29,629.02	\$1,897.19	\$98.82	\$216.54	\$31,841.57
June	\$30,403.95	\$3,358.89	\$0.00	\$0.00	\$33,762.84
July	\$36,644.36	\$2,775.65	\$0.00	\$0.00	\$39,420.01
August	\$42,059.76	\$1,383.85	\$0.00	\$0.00	\$43,443.61
September	\$46,553.77	\$2,574.86	\$0.00	\$0.00	\$49,128.63
October	\$60,921.43	\$4,985.08	\$264.23	\$0.00	\$66,170.74
November	\$54,389.42	\$5,897.73	\$492.72	\$0.00	\$60,779.87
December					

C. Internet Usage –

Month	Users	Page Views	Online Payments	Online Amount
January	227	657	76	\$19,881.25
February	171	414	58	\$10,629.13
March	226	457	77	\$12,350.13
April	196	483	61	\$9,696.11
May	223	517	66	\$14,734.69
June	231	465	64	\$12,255.22
July	183	397	71	\$17,881.28
August	224	621	82	\$22,512.60
September	249	661	69	\$17,427.71
October	202	548	78	\$21,966.42
November	*	*	82	\$23,583.46
December				
Year to Date	2,132	5,220	784	\$182,918.00

* No data due to transition to new website

II. General Manager's Projects and Activities

A. **Water Main Improvement Projects** – Design work is in progress.

B. **Truck Replacement** – Proposal has been received and approval for purchase is on the agenda for this meeting.

C. **Activities/Meetings/Webinars/Conferences**

Subject or Organization	Location	Start	End	Purpose/Notes/Action/Benefit
Staff Meetings	Office	Mondays 9:00 AM	Mondays 10:00 AM	<ul style="list-style-type: none"> • Tasks for the week • Projects -- current and future • Operations update • Customer service update • Operations update • GM update • Safety topic
EPA	Webinar	Wed 11/6/2019 10:00 AM	Wed 11/6/2019 11:00 AM	<ul style="list-style-type: none"> • Power Outage Incident Action Checklist and Utility Case Study
Old Grove Road	Field	Tue 11/12/2019 8:00 AM	Tue 11/12/2019 2:30 PM	<ul style="list-style-type: none"> • Water Service Installation
FMWD	La Canada	Mon 11/18/2019 3:00 PM	Mon 11/18/2019 5:00 PM	<ul style="list-style-type: none"> • Board meeting
Civiltec Engineering	Office	Tue 11/19/2019 8:00 AM	Tue 11/19/2019 9:30 AM	<ul style="list-style-type: none"> • Met with Terry Kerger to review Brown/Glen Pipeline Project
KID	Office	Tue 11/19/2019 1:00 PM	Tue 11/19/2019 3:00 PM	<ul style="list-style-type: none"> • Regular board meeting

III. System and Facility Activities and Incident Reports

A. **Water Leak/Water Waste/Water Quality/Customer Contact**

Location	Type	Date	Description
Dove Creek Lane	Customer Contact	11/5/2019	New customer moved in and water flow was a trickle. Problem was at valve outside home that needed to be replaced by plumber.
Brambling Lane	Water Waste	11/5/2019	Juan noticed that the pond was overflowing. He turned off the water, hung a doorhanger and the office also notified the customer.
Vosburg Street	Customer Contact	11/7/2019	Customer requested that dirt in the meter box be dug out and checked for a leak. No leak found. Customer ball valve had rust on the handle.
Kinneloa Ranch Road	Water Leak	11/11/2019	Neighbor reported leak on the outside irrigation system of the unoccupied premise. Mel determined that the leak was very small and did not turn off the water. The office notified the owner.
Doyne Road	Customer Contact	11/12/2019	Customer reported that they had no water in house. Mel talked with the customer via telephone and determined that the plumber had turned off the water to service the water softener and did not turned water back on.

Creekside Court	Customer Contact	11/13/2019	Customer called concerning high water bill and asked us to verify that it was correct. Reading was correct and no leak was found when Brian went to premises. A usage history was provided to the customer.
Glen Springs Road	Customer Contact	11/13/2019	Customer called concerning high water bill and asked us to verify that it was correct. No leak was indicated when field staff went to premises. Office provided water usage history which showed usage was consistent with the last three months and offered suggestions to reduce usage.
Glen Springs Road	Water Leak	11/13/2019	Customer reported water in meter box. Field staff investigated and verified leak was on customer's side of meter. Customer found leak in irrigation system and repaired it.
Windover Road	Water Leak	11/18/2019	Customer reported water in meter box. Staff found a small leak from stem of customer's gate valve and tightened packing nut to stop leak.

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
 - 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 for November
 - a. Repair K-3 Cl2 float switch on salt tank
 - b. Repair K-3 Cl2 line in pump vault that was leaking
 - c. Repair Wilcox generator automatic transfer switch
 - d. PCIC meter repair
 - e. Brown Reservoir communications failure

3. Completed Capital Improvement and Maintenance Projects
 - a. Inspection and cleanout of Eucalyptus and Wilcox Reservoirs
 - b. Repair leaks in Brown Reservoir
 - c. Replace 17 obsolete SCADA radios at all sites and install radio diagnostic program
 - d. Replace Glen Reservoir chlorination equipment
 - e. Install anti-slip treads to Vosburg warehouse stairs
 - f. Install advanced water meter analytics at 11 locations for cellular data collection test

C. Future Capital Improvement Projects, Facilities Improvement, Maintenance and Repair Projects

1. Install additional shelving at Vosburg Warehouse and organize inventory of maintenance parts
2. Replace chlorination equipment at Eucalyptus Reservoir
3. Install solar panel, battery and charger for utility power backup at Transfer Valve
4. Remove, replace and widen Office driveway and expand parking area
5. Replace 1996 Chevrolet and 1999 Ford pickups with new pickups and accessory equipment
6. Replace 50 hp booster (motor and pump) and sandblast and paint pump stand at Wilcox Reservoir
7. Sierra Madre Villa and Villa Heights Pipeline Improvement Project (Design phase in progress)
8. Brown/Glen Pipeline Improvement Project (Design phase in progress)
9. Replace Glen Booster Motor

IV. Water Supply Summary as of October for the Watermaster Year July 2019 through June 2020

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
Water Rights	516	Eucalyptus	4
Prior Year Carryover	52	Far Mesa	2
Less Temporary 30% Reduction in Water Rights	-155	Delores	2
Leases/Exchanges	0	House	0
Prior Year Spreading	88	Holly High/Low	4
Short Term Storage	128		
Current Year Spreading	0		
Total Allowable Extractions	629		
Less Water Extracted YTD This Watermaster Year	-258	Current Tunnel Monthly Production	12
Remaining Allowable Groundwater Extractions through June 2020	371	Remaining Estimated Tunnel Production through June 2020	96
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2020)			467 Acre Feet
Less Remaining Forecasted Retail Water Sales through June 2020			-335 Acre Feet

Surplus Water through June 2020* 132 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 generally maximize the carryover to the next year and deliver the balance of the forecasted surplus water (if any) to the City of Pasadena. In the 2018-2019 year, 134 Acre-Feet were sold to the City, 52 Acre-Feet were carried over to 2019-2020 and 128 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 782 Acre Feet in a long-term storage account. Additions to long-term storage are no longer permitted but withdrawals can be made at any time to supplement allowable extractions. However, since long-term storage is considered by KID staff to be an emergency supply, we do not plan to use or sell this water now.

V. Water Samples and Test Results – See Attachment A

Attachment A

Water Samples and Test Results

Sample Date	Source or Distribution	Lab	Description	# of tests	Results**	Maximum Contaminant Level* (MCL)
01/04/19	Source	Weck	Title 22 DEHP	5	ND or A	4 ppb
01/04/19	Source	Weck	Title 22 nitrate	2	4.4 ppm	10 ppm
01/04/19	Source	Weck	Title 22 fluoride	5	1.1 - 2.7 ppm	3 ppm
01/08/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
01/08/19	Distribution	Clinical	fluoride	6	1.0 - 1.4 ppm	3 ppm
01/08/19	Both	Eurofins	coliform, e. coli	72	ND or A	1 positive sample
01/22/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
01/22/19	Source	Eurofins	coliform, e. coli	8	ND or A	1 positive sample
02/04/19	Source	Weck	Title 22 VOC	67	ND or A	1 positive sample
02/04/19	Source	Weck	Title 22 1,2,3 TCP	1	ND or A	0.005ppb
02/04/19	Source	Weck	Title 22 DEHP	1	ND or A	4ppb
02/04/19	Source	Weck	Title 22 nitrate	1	2.7ppm	10ppm
02/04/19	Source	Weck	Title 22 fluoride	1	2.3ppm	2ppm
02/04/19	Source	Weck	Title 22 Uranium	1	2.7pCi/L	20pCi/L
02/06/19	Both	Eurofins	coliform, e. coli	72	ND or A	1 positive sample
02/06/19	Both	Eurofins	coliform, e. coli	8	ND or A	1 positive sample
02/07/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
02/07/19	Both	Eurofins	coliform, e. coli	8	ND or A	1 positive sample
02/07/19	Both	Eurofins	coliform, e. coli	8	ND or A	1 positive sample
02/19/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
03/04/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample
03/05/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
03/06/19	Both	Eurofins	coliform, e. coli	16	ND or A	1 positive sample
03/07/19	Both	Eurofins	coliform, e. coli	16	ND or A	1 positive sample
03/19/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
04/02/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
04/02/19	Distribution	Clinical	fluoride	6	1.2 - 1.6 ppm	3 ppm
04/02/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample
04/04/19	Source	Weck	Title 22 fluoride	3	1.1 - 2.6 ppm	3 ppm
04/04/19	Source	Weck	Title 22 nitrate	2	0.8 - 4.4 ppm	10 ppm
04/04/19	Source	Weck	Title 22 1,2,3 TCP	4	ND	80 ppb
04/15/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
05/08/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
05/08/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample
05/08/19	Distribution	Eurofins	coliform, e. coli	16	ND or A	1 positive sample
05/09/19	Distribution	Eurofins	coliform, e. coli	16	ND or A	1 positive sample
05/21/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
06/04/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
06/04/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample
06/18/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
07/08/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
07/08/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample

Attachment A

Water Samples and Test Results

Sample Date	Source or Distribution	Lab	Description	# of tests	Results**	Maximum Contaminant Level* (MCL)
07/19/19	Source	Weck	Title 22 fluoride	6	1.1 - 2.8	2 ppm
07/19/19	Source	Weck	Title 22 nitrate	2	4.1 - 4.3	10 ppm
07/23/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample
07/25/19	Residences	Clinical	lead & copper***	20	ND-100ppb,ND-1.4ppm	15 ppb, 1.3 ppm
08/06/19	Both	Eurofins	coliform, e. coli	88	ND or A	1 positive sample
08/09/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
08/20/19	Both	Eurofins	coliform, e. coli	56	ND or A	1 positive sample
08/20/19	Residence	Clinical	lead & copper***	2	ND, 0.10ppm	15 ppb, 1.3 ppm
09/10/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
09/10/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample
09/24/19	Both	Eurofins	coliform, e. coli	16	ND or A	1 positive sample
10/08/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
10/08/19	Distribution	Clinical	fluoride	6	1.0 - 1.4 ppm	3 ppm
10/08/19	Both	Eurofins	coliform, e. coli	72	ND or A	1 positive sample
10/08/19	Both	Eurofins	coliform, e. coli	16	ND or A	1 positive sample
10/08/19	Source	Weck	Title 22 fluoride	6	1.1 - 2.8	2 ppm
10/08/19	Source	Weck	Title 22 nitrate	2	4.2 - 4.3	10 ppm
10/22/19	Both	Eurofins	coliform, e. coli	56	ND or A	1 positive sample
11/06/19	Both	Eurofins	coliform, e. coli	80	ND or A	1 positive sample
11/07/19	Distribution	Clinical	color, odor, turbidity*	18	<MCL	15 units, 3 units, 5 units
11/29/19	Both	Eurofins	coliform, e. coli	64	ND or A	1 positive sample

Total samples: 1963

* Color, odor, and turbidity are regulated by a secondary standard to maintain aesthetic qualities.

** ppm = parts-per-million, ppb = parts-per-billion, pCi/L = picocuries per liter, <MCL = less than Maximum Contaminant Level, ND = not detected, A = Absence

*** In July 2019, 10 residences were tested for lead and copper at the tap. Copper was detected in 7 samples. lead was detected in 2 samples. The 90th percentile values for the District were below the lead action level of 15 ppb and below the copper action level of 1.3 ppm. One residence exceeded both the lead and copper action level. Inquiry revealed sample was taken at a new faucet bathroom tap that was used infrequently. Resample of residence at kitchen tap in August 2019 resulted in ND for lead and 0.10 ppm for copper.



DATE: November 21, 2019
TO: Liability Program Members
FROM: Debbie Kyburz, Lead Member Services Representative
RE: 2019-20 Liability Program Renewal

The JPIA's Liability Program renewed October 1, 2019. This year's renewal was very challenging due to the current state of insurance markets. We are definitely in a "hard market", which is characterized by a high demand for insurance coverage and a reduced supply, and stringent underwriting standards. In spite of the 50%+ increase in excess premium costs, the Liability Committee and the Executive Committee approved the Liability renewal with no rate increase to the Members. The Memorandum of Liability Coverage (MOLC) is available to members on the JPIA's website, <http://www.acwajpia.com> then click on "Programs" at the top of the page. To access the MOLC document, the username is **XXXXXXXXXX** and the password is **XXXXXXXXXX**.

Every year the MOLC is thoroughly reviewed and amended to best fit the ever changing needs of the membership. There is one clarifying change to the MOLC regarding the intent for inverse condemnation losses (please refer to exclusion L).

The Liability Program is comprised of a pool layer and reinsurance/excess coverage for a total limit of \$55 million as outlined in the Coverage Schedule within the MOLC, and includes the following sublimits:

- \$ 5,000,000 – Terrorism
- \$30,000,000 – Subsidence
- \$30,000,000 – Lead
- \$35,000,000 – Mold; Perfluoroalkyl and Polyfluoroalkyl (PFAS)
- \$40,000,000 – Sexual Abuse and Molestation

Prompt reporting of any and all losses is of paramount importance in preserving complete protection for a member's potential liability. The excess carriers have imposed specific criteria for pollution incidents. A sudden and accidental event must meet all the following criteria for excess coverage to apply:

- The incident must be shown to have commenced at a specific time and date during the coverage term;
- It must become known to the member within 20 days;
- It must be reported in writing within 80 days; and
- Reasonable effort must be made to terminate the release as soon as practicable

Cyber Liability coverage has been renewed at no additional cost for all Liability Program members. The limit remains at \$3M per occurrence. The program is provided through a commercial policy so it is not a provision in the MOLC. The policy will be distributed to the Members once it is received and reviewed.

Attached is the Liability Program Declaration page for your agency. Please save a copy together with the MOLC for future reference. If there are any questions, please contact the Member Services department.

C: without enclosures
 JPIA Directors



November 20, 2019

Kinneloa Irrigation District (K011)
1999 Kinclair Drive
Pasadena, CA 91107

ACWA JPIA

P. O. Box 619082
Roseville, CA 95661-9082

phone
916.786.5742
800.231.5742

direct line
916.774.7050
800.535.7899

fax
916.774.7040

claims fax
916.786.0209

www.acwajpia.com

President
E.G. "Jerry" Gladbach

Vice President
Tom Cuquet

Chief Executive Officer
Walter "Andy" Sells

Executive Committee
Fred Bockmiller
Tom Cuquet
David Drake
E.G. "Jerry" Gladbach
Brent Hastey
Steven LaMar
Melody A. McDonald
J. Bruce Rupp
Kathleen Tiegs

Melvin:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property, or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the "**President's Special Recognition Award**" certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Kinneloa Irrigation District (K011) with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2020.

Sincerely,

E.G. "Jerry" Gladbach
President

Enclosure: President's Special Recognition Award(s)

President's Special Recognition Award

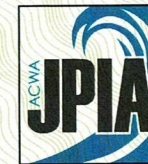
*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Kinneloa Irrigation District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Liability Program for the period 10/01/2015 - 09/30/2018
announced at the Board of Directors' Meeting in San Diego.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



December 02, 2019

President's Special Recognition Award

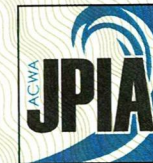
*The President of the
ACWA JPIA
hereby gives Special Recognition to*

Kinneloa Irrigation District

*for achieving a low ratio of "Paid Claims and Case Reserves" to "Deposit Premiums"
in the Property Program for the period 04/01/2015 - 03/31/2018
announced at the Board of Directors' Meeting in San Diego.*

E. G. "Jerry" Gladbach

E. G. "Jerry" Gladbach, President



December 02, 2019



1999 KINCLAIR DRIVE, PASADENA, CALIFORNIA 91107-1017
TELEPHONE (626) 797-6295 • FAX (626) 794-5552
WEBSITE: kinneloairrigationdistrict.info

Memo

Date: December 9, 2019
To: Board of Directors
From: Mel Matthews
Subject: Per- and poly-fluoroalkyl substances (PFAS) in drinking water
Recommended Action: Review information provided by Association of California Water Agencies (ACWA) and American Water Works Association (AWWA)

A new feature film “Dark Waters” focuses on a lawsuit against DuPont over the dangers of per- and poly-fluoroalkyl substances (PFAS) in drinking water. While ACWA, AWWA and the water industry have been discussing PFAS for many years, “Dark Waters” will likely be the first introduction to the issue for many people and therefore might generate questions from our customers about PFAS in our water system.

When answering questions about PFAS and other water quality concerns, we should consider the following information and recommendations:

- Reassure customers that this is an issue of concern and that we are keeping up to date on the latest developments.
- Invite our customers to learn more about our water quality from our consumer confidence report and other materials.
- The PFAS chemicals from DuPont depicted in the movie were found at levels thousands of times higher than California’s PFAS Notification Levels, which currently are the most stringent in the nation.
- PFAS are a large group of chemicals that are found worldwide in numerous consumer products such as carpets, clothing, furniture fabric, food packaging, nonstick cookware and firefighting foams.
- The potential human health impacts related to PFAS from all sources are still being studied, and more research is needed.

In August 2019, California’s Division of Drinking Water established notification levels for perfluorooctane sulfonic acid (PFOS) and perfluorooctanoic acid (PFOA) (6.5 parts per trillion for PFOS and 5.1 parts per trillion for PFOA), as well as a single health advisory response level which offers a margin of protection for all persons throughout their life from adverse health effects resulting from exposure to PFOA and PFOS in drinking water. Notification levels are a non-regulatory, precautionary health-based measure for concentrations in drinking water that warrant notification and further monitoring and assessment.

Public water systems are not required to test their water for contaminants with notification levels, but in some circumstances may be ordered to test. If a system does test, it is required to report exceedances to their governing boards and the State Water Board and are urged to report this information to customers.

The State Water Resources Control Board has created a [web portal](#) with a series of interactive maps accessible to the general public. The maps display the most current test data in a visual way and allow users to understand the geographical implications of these contaminants. A spreadsheet with the data is also available to the public.

We are not aware of any exceedances that have been reported in our area. If mandatory testing is required, we are likely to do it in conjunction with the Title 22 testing currently being done on our behalf by the Raymond Basin Management Board.

Melvin L Matthews

From: Jim Ciampa <jciampa@lagerlof.com>
Sent: Thursday, October 31, 2019 5:01 PM
To: mel@kinneloairrigationdistrict.info
Cc: bernadette@kinneloairrigationdistrict.info
Subject: RE: Public Records Requests

Hi Mel:

Nice to see you again today at the PWAG event.

With respect to this issue, a public agency director's access to the agency's records is the same as any other person (Govt. Code Section 6252.5). Elected officials thus are permitted access to public records as permitted by law in the administration of their duties.

With that being said, this seems to be a matter of policy for the District as applied to records that would not otherwise be subject to public review. The District could provide broader access to directors to review such non-public District records. However, especially in this day and age of data breaches and heightened concern over personal information, great care needs to be taken to protect the privacy interests of District residents. Thus, if a director desires to obtain District records that are not otherwise subject to public review (such utility customer information specified in Section 6254.16), the director should first justify why review of those records are necessary in connection with administration of his duties, and the District should redact any personal information from those records to be provided to the requesting director.

I hope this helps clarify this issue. Let me know if you would like to further discuss this, or would like me to give some thought to developing such a policy.

Jim



James D. Ciampa
301 North Lake Avenue, 10th Floor
Pasadena, CA 91101
T: (626) 793-9400 | F: (626) 793-5900
jciampa@lagerlof.com
www.lagerlof.com

State of California

GOVERNMENT CODE

Section 6254.16

6254.16. Nothing in this chapter shall be construed to require the disclosure of the name, credit history, utility usage data, home address, or telephone number of utility customers of local agencies, except that disclosure of name, utility usage data, and the home address of utility customers of local agencies shall be made available upon request as follows:

(a) To an agent or authorized family member of the person to whom the information pertains.

(b) To an officer or employee of another governmental agency when necessary for the performance of its official duties.

(c) Upon court order or the request of a law enforcement agency relative to an ongoing investigation.

(d) Upon determination by the local agency that the utility customer who is the subject of the request has used utility services in a manner inconsistent with applicable local utility usage policies.

(e) Upon determination by the local agency that the utility customer who is the subject of the request is an elected or appointed official with authority to determine the utility usage policies of the local agency, provided that the home address of an appointed official shall not be disclosed without his or her consent.

(f) Upon determination by the local agency that the public interest in disclosure of the information clearly outweighs the public interest in nondisclosure.

(Added by Stats. 1997, Ch. 276, Sec. 1. Effective January 1, 1998.)



1999 KINCLAIR DRIVE, PASADENA, CALIFORNIA 91107-1017
TELEPHONE (626) 797-6295 • FAX (626) 794-5552
WEBSITE: kinneloairrigationdistrict.info

Memo

Date: November 26, 2019

To: Board of Directors

From: Mel Matthews

Subject: Truck Replacement

Recommended Action: Authorize the General Manager to issue a purchase order for two 2020 Ford F-150 trucks

Background

Kinneloa Irrigation District's fleet of vehicles consist of two Ford F-350 Super Duty Chassis with service bodies that were purchased in 2008, a 1996 Chevrolet 1500 ½ ton pickup and a 1999 Ford F-150 pickup. At the present time, the 1996 Chevrolet has been taken out of service due to numerous problems and the 1999 Ford which had been the "spare" vehicle (and my regular vehicle) is being used daily by the field staff. Therefore, I only have my personal vehicle to use when I am needed in the field.

Although we have been able to extend the useful life of these trucks for two additional years, they can no longer be maintained in a cost-effective manner and have reached the end of a reliable service life. These vehicles also do not have the safety features of current vehicles. Therefore, I budgeted for replacement trucks in previous years and again in the 2020 budget.

The Procurement Process

The 2008 trucks were purchased from the Wondries Fleet Group after a competitive search. Based on the positive experience, I provided them with my specifications for the two 2020 Ford F-150 trucks. I was informed that vehicles for public agencies are now purchased through the National Auto Fleet Group and delivered by Wondries with pricing under a contract negotiated by Sourcwell (formerly known as National Joint Powers Alliance (NJPA)) which is a service cooperative created by the Minnesota legislature as a local unit of government and is governed by local elected officials. Cooperative purchasing is procurement conducted by, or on behalf of, one or more public procurement units for state, local governments and special districts. Sourcwell's analysts streamline the procurement process by developing Request for Proposals for national, competitive solicitations that meet or exceed local requirements. This procurement method provides us with the lowest possible cost because the competitive bidding is done on our behalf.

The Proposal

The quote for two 2020 Ford F-150 trucks is attached. The per-unit price is \$32,384.72 plus taxes and fees as compared to the "sticker" price of \$40,410.00 for a savings of \$8,025.28 per truck. The total for two trucks with taxes and fees is \$70,940.04. Installation of custom ladder racks by Wondries will add \$2,518.50. Therefore, the grand total will be \$73,458.90 which is well within the budgeted amount of \$90,000.00. The KID will have some additional expenses such as the application of signs and replacement of broken or missing tools from the current trucks.

Summary and Conclusion

The Wondries Fleet Group through its affiliation with National Auto Fleet Group and Sourcewell delivers thousands of vehicles every year to large and small public agencies with the same negotiated pricing for all configurations and options. Furthermore, most of the optional equipment we need such as toolboxes, warning lights and school bus yellow paint are factory-installed rather than using third-party companies after delivery of the vehicles.

The recommendation is to authorize the General Manager to issue a purchase order for two 2020 Ford F-150 trucks.



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

11/26/2019
11/26/2019 Re-Configured

Quote ID: **21631 R1**

Order Cut Off Date: **TBA**

Melvin Matthews
Kinneloa Irrigation District
Administration
1999 Kinclair Dr
Pasadena, California, 91107-1017

Dear Melvin Matthews,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

Two (2) New/Unused (2020 Ford F-150 (F1C) XLT 2WD Reg Cab 6.5' Box 122" WB,) and delivered to your specified location, each for

	One Unit	Extended Unit's (2)
Contract Price	\$32,384.72	\$64,769.44
Tax (9.5000 %)	\$3,076.55	\$6,153.10
Tire fee	\$8.75	\$17.50
Total	\$35,470.02	\$70,940.04

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell (Formerly Known as NJPA) Contract 120716-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Clarke Cooper
Account Manager
Email: Clarkecooper@wondries.com
Office: (626) 457-5590
Fax: (831) 480-8497



GMC

Other Requests

Description of any upfit needed
Custom Ladder Rack

In order to Finalize your Quote, please submit this purchase packet to your governing body for Purchase Order Approval. Once you issue a Purchase Order please send by:

Fax: (831) 480-8497

**Mail: National Auto Fleet Group
490 Auto Center Drive
Watsonville, CA 95076**

Email: Fleet@nationalautofleetgroup.com

We will then send a W-9 if you need one

**Please contact our main office with any questions:
1-855-289-6572**

Vehicle Configuration Options

ENGINE	
Code	Description
99P	ENGINE: 2.7L V6 ECOBOOST, -inc: auto start-stop technology, GVWR: 6,070 lb Payload Package
TRANSMISSION	
Code	Description
44G	TRANSMISSION: ELECTRONIC 10-SPEED AUTOMATIC, -inc: selectable drive modes: normal/tow-haul/snow-wet/EcoSelect/sport
TIRES	
Code	Description
___	TIRES: P245/70R17 BSW A/S, (STD)
PRIMARY PAINT	
Code	Description
B1	SCHOOL BUS YELLOW
PAINT SCHEME	
Code	Description
___	MONOTONE PAINT APPLICATION
SEAT TYPE	
Code	Description
MC	MEDIUM LIGHT CAMEL, CLOTH 40/20/40 FRONT SEAT, -inc: 4-way adjustable driver/passenger headrests
AXLE RATIO	
Code	Description
X19	3.55 AXLE RATIO, (STD)
ADDITIONAL EQUIPMENT	
Code	Description
53A	TRAILER TOW PACKAGE, -inc: Towing capability up to TBD, tailgate LED, Pro Trailer Backup Assist, Class IV Trailer Hitch Receiver, towing capability up to TBD on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD on 3.5L EcoBoost engine (994), 3.5L EcoBoost High Output engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness, Upgraded Front Stabilizer Bar
422	CALIFORNIA EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration, Optional code for Cross Border State dealers (Arizona, District of Columbia, Idaho, New Hampshire, Nevada, Ohio, Virginia and West Virginia)

93N	DEALER ORDER FOR CALIFORNIA STATES REGISTRATION, -inc: Federal Emissions state dealers ordering a California Emissions system (422) are also required to use order code 93N to attest that the vehicle is to be registered in a California Emissions state, Note: It is a violation of federal law for a Federal Emissions state dealer to sell a vehicle w/a California Emissions system for registration in a Federal Emissions state, unless the vehicle also meets EPA standards (i.e, 50-state emissions)
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to TBD on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD on 3.5L EcoBoost engine (994), 3.5L EcoBoost High Output engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness
___	GVWR: 6,070 LB PAYLOAD PACKAGE
59S	LED SIDEVIEW MIRROR SPOTLIGHTS, -inc: high-intensity LED security approach lamps
54R	POWER GLASS HEATED SIDEVIEW MIRRORS, -inc: manual folding, turn signal and black skull caps, Auto-Dimming Rearview Mirror
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states requiring 2 license plates, optional to all others
94W	AMBER/WHITE LED WARNING STROBES, -inc: By Sound Off Signal, Ford accessory, rear work light feature, center high-mounted stop light bar and 2 hood mounted lights, Note: rear white lights can be turned solid to provide additional work area lighting
16G	BLACK VINYL FLOORING
90P	PREMIUM ALUMINUM CROSSBED STORAGE TOOLBOX, -inc: By Weather Guard, (Model # 127-0-02)
76R	REVERSE SENSING SYSTEM
___	TRAILER TOW PACKAGE SAVINGS
OPTION PACKAGE	
Code	Description
300A	EQUIPMENT GROUP 300A BASE

2020 Fleet/Non-Retail Ford F-150 XLT 2WD Reg Cab 6.5' Box 122" WB

WINDOW STICKER

2020 Ford F-150 XLT 2WD Reg Cab 6.5' Box 122" WB

CODE	MODEL	MSRP
F1C	2020 Ford F-150 XLT 2WD Reg Cab 6.5' Box 122" WB	\$34,510.00
OPTIONS		
99P	ENGINE: 2.7L V6 ECOBOOST, -inc: auto start-stop technology, GVWR: 6,070 lb Payload Package	\$995.00
44G	TRANSMISSION: ELECTRONIC 10-SPEED AUTOMATIC, -inc: selectable drive modes: normal/tow-haul/snow-wet/EcoSelect/sport	\$0.00
___	TIRES: P245/70R17 BSW A/S, (STD)	\$0.00
B1	SCHOOL BUS YELLOW	\$660.00
___	MONOTONE PAINT APPLICATION	\$0.00
MC	MEDIUM LIGHT CAMEL, CLOTH 40/20/40 FRONT SEAT, -inc: 4-way adjustable driver/passenger headrests	\$0.00
X19	3.55 AXLE RATIO, (STD)	\$0.00
53A	TRAILER TOW PACKAGE, -inc: Towing capability up to TBD, tailgate LED, Pro Trailer Backup Assist, Class IV Trailer Hitch Receiver, towing capability up to TBD on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD on 3.5L EcoBoost engine (994), 3.5L EcoBoost High Output engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness, Upgraded Front Stabilizer Bar	\$995.00
422	CALIFORNIA EMISSIONS SYSTEM, -inc: Required code for California Emissions States registration, Optional code for Cross Border State dealers (Arizona, District of Columbia, Idaho, New Hampshire, Nevada, Ohio, Virginia and West Virginia)	\$0.00
93N	DEALER ORDER FOR CALIFORNIA STATES REGISTRATION, -inc: Federal Emissions state dealers ordering a California Emissions system (422) are also required to use order code 93N to attest that the vehicle is to be registered in a California Emissions state, Note: It is a violation of federal law for a Federal Emissions state dealer to sell a vehicle w/a California Emissions system for registration in a Federal Emissions state, unless the vehicle also meets EPA standards (i.e, 50-state emissions)	\$0.00
53B	CLASS IV TRAILER HITCH RECEIVER, -inc: towing capability up to TBD on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD on 3.5L EcoBoost engine (994), 3.5L EcoBoost High Output engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness	INC
___	GVWR: 6,070 LB PAYLOAD PACKAGE	INC
59S	LED SIDEVIEW MIRROR SPOTLIGHTS, -inc: high-intensity LED security approach lamps	\$175.00
54R	POWER GLASS HEATED SIDEVIEW MIRRORS, -inc: manual folding, turn signal and black skull caps, Auto-Dimming Rearview Mirror	\$190.00
153	FRONT LICENSE PLATE BRACKET, -inc: Standard in states requiring 2 license plates, optional to all others	\$0.00
94W	AMBER/WHITE LED WARNING STROBES, -inc: By Sound Off Signal, Ford accessory, rear work light feature, center high-mounted stop light bar and 2 hood mounted lights, Note: rear white lights can be turned solid to provide additional work area lighting	\$725.00
16G	BLACK VINYL FLOORING	\$0.00
90P		\$790.00

	PREMIUM ALUMINUM CROSSBED STORAGE TOOLBOX, -inc: By Weather Guard, (Model # 127-0-02)	
76R	REVERSE SENSING SYSTEM	\$275.00
---	TRAILER TOW PACKAGE SAVINGS	(\$500.00)
300A	EQUIPMENT GROUP 300A BASE	\$0.00

Please note selected options override standard equipment

	SUBTOTAL	\$38,815.00
	Advert/ Adjustments	\$0.00
	Manufacturer Destination Charge	\$1,595.00
	TOTAL PRICE	\$40,410.00
Est City: 20 (Est) MPG Est Highway: 26 (Est) MPG Est Highway Cruising Range: 598.00 mi		

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Standard Equipment

MECHANICAL

Engine: 3.3L V6 PFDI -inc: auto start-stop technology and flex-fuel capability
Transmission: Electronic 6-Speed Automatic -inc: selectable drive modes: normal/tow-haul/sport
3.55 Axle Ratio
GVWR: 6,100 lbs Payload Package
Transmission w/SelectShift Sequential Shift Control
Rear-Wheel Drive
70-Amp/Hr 610CCA Maintenance-Free Battery w/Run Down Protection
200 Amp Alternator
Towing Equipment -inc: Trailer Sway Control
Trailer Wiring Harness
1990lbs. Maximum Payload
Gas-Pressurized Shock Absorbers
Front Anti-Roll Bar
Electric Power-Assist Speed-Sensing Steering
23 Gal. Fuel Tank
Single Stainless Steel Exhaust
Double Wishbone Front Suspension w/Coil Springs
Leaf Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake

EXTERIOR

Wheels: 17" Silver Painted Aluminum
Tires: P245/70R17 BSW A/S
Regular Box Style
Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Clearcoat Paint
Chrome Front Bumper w/Body-Colored Rub Strip/Fascia Accent
Chrome Rear Step Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Side Mirrors w/Convex Spotter and Manual Folding
Fixed Rear Window
Variable Intermittent Wipers
Deep Tinted Glass
Aluminum Panels

Chrome Grille
Tailgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Autolamp Fully Automatic Aero-Composite Halogen Auto High-Beam Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cargo Lamp w/High Mount Stop Light
Front Fog Lamps
Perimeter/Approach Lights

ENTERTAINMENT

Radio: AM/FM Stereo w/4 Speakers
Radio w/Speed Compensated Volume Control, Radio Data System and SYNC 3 External Memory Control
Fixed Antenna

INTERIOR

Cloth 40/20/40 Front Seat -inc: 4-way adjustable driver/passenger headrests, manual driver/passenger lumbar and armrest w/storage
4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp and Trip Odometer
FordPass Connect 4G LTE WiFi Mobile Hotspot Internet Access
Front Cupholder
Compass
Keypad
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning
Glove Box
Full Cloth Headliner
Urethane Gear Shift Knob
Interior Trim -inc: Metal-Look Instrument Panel Insert, Cabback Insulator and Chrome Interior Accents
Day-Night Rearview Mirror
Driver And Passenger Visor Vanity Mirrors
2 12V DC Power Outlets
Fade-To-Off Interior Lighting
Full Carpet Floor Covering -inc: Carpet Front Floor Mats
Pickup Cargo Box Lights
Smart Device Remote Engine Start

SYNC 3 -inc: enhanced voice recognition communications and entertainment system, 8" LCD capacitive touchscreen in center stack w/swiping and pinch-to-zoom capabilities, pinch-to-zoom capability included when equipped w/available voice activated touchscreen navigation system, AppLink, 911 Assist, Apple CarPlay and Android Auto and 2 smart charging USB ports, Note: SYNC AppLink lets you control some of your favorite compatible mobile apps w/your voice, It is compatible w/select smartphone platforms, Commands may vary by phone and AppLink software

Instrument Panel Bin, Dashboard Storage, Driver And Passenger Door Bins and 1st Row Underseat Storage

Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down

Delayed Accessory Power

Power Door Locks w/Autolock Feature

Outside Temp Gauge

Analog Display

2 Seatback Storage Pockets

Securilock Anti-Theft Ignition (pats) Engine Immobilizer

Perimeter Alarm

SAFETY

AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)

ABS And Driveline Traction Control

Side Impact Beams

Dual Stage Driver And Passenger Seat-Mounted Side Airbags

Ford Co-Pilot360 - Pre-Collision Assist with Automatic Emergency Braking (AEB)

Tire Specific Low Tire Pressure Warning

Dual Stage Driver And Passenger Front Airbags

Safety Canopy System Curtain 1st Row Airbags

Airbag Occupancy Sensor

Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and Pretensioners

Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute

Dynamic Hitch Assist Back-Up Camera

Kinneloa Irrigation District Board Officer Listing by Year

Year Served	Elected On	Chair	Secretary	Treasurer	Director	Director	Director	Comment
2000	01/04/2000	Steve Schindler	Jay Stock	Mel Matthews	Steven Sorell	Robert Brain		minutes 1/4/2001
	08/15/2000	Mel Matthews	Jay Stock	Steven Sorell	Robert Brain	Maurice Pickard		Schindler resigned, minutes 8/15/2000
2001	?	Mel Matthews	Jay Stock	Steven Sorell	Robert Brain	Maurice Pickard		
2002	12/18/2001	Mel Matthews	Jay Stock	Steven Sorell	Robert Brain	Maurice Pickard		minutes 12/18/01
2003	01/21/2003	Mel Matthews	Maurice Pickard	Steven Sorell	Robert Brain	Jay Stock		minutes 1/21/03
2004	?	Mel Matthews	Maurice Pickard	Steven Sorell	Robert Brain	Jay Stock		Matthews resigned, minutes 2/10/04
	02/10/2004	Steven Sorell*	Maurice Pickard	Steven Sorell*	Robert Brain	Jay Stock		*Sorell 2 offices, minutes 4/20/04
		Steven Sorell*	Maurice Pickard	Steven Sorell*	Robert Brain	Jay Stock	Richard Barkhurst	Barkhurst appointed, minutes 4/1/04
2005	12/21/2004	Richard Barkhurst	Maurice Pickard	Steven Sorell	Robert Brain	Jay Stock		minutes 12/21/04
		Richard Barkhurst	Maurice Pickard	Steven Sorell	Robert Brain			Stock resigned, minutes 7/19/05
2006	02/21/2006	Richard Barkhurst	Maurice Pickard	Steven Sorell	Robert Brain	Jay Krieger		minutes 2/21/06
		Richard Barkhurst	Maurice Pickard	Steven Sorell	Jay Krieger			Brain resigned, minutes 4/18/06
		Richard Barkhurst	Maurice Pickard	Steven Sorell	Jay Krieger	Gerrie Kilburn		Kilburn appointed, minutes 5/16/06
		Richard Barkhurst	Maurice Pickard	Steven Sorell	Gerrie Kilburn			Krieger resigned, minutes 9/19/06
		Richard Barkhurst	Maurice Pickard	Steven Sorell	Gerrie Kilburn	Frank Griffith		Griffith appointed, minutes 10/17/06
2007	01/16/2007	Richard Barkhurst	Maurice Pickard	Steven Sorell	Gerrie Kilburn	Frank Griffith		minutes 1/16/07
2008	12/18/2007	Richard Barkhurst	Maurice Pickard	Steven Sorell	Gerrie Kilburn	Frank Griffith		minutes 12/18/07
2009	12/16/2008	Richard Barkhurst	Gerrie Kilburn	Steven Sorell	Maurice Pickard	Frank Griffith		minutes 12/16/08
2010	01/19/2010	Steven Sorell	Frank Griffith	Richard Barkhurst	Gerrie Kilburn	Maurice Pickard		minutes 1/19/10
		Steven Sorell	Frank Griffith	Richard Barkhurst	Gerrie Kilburn	Tim Eldridge		Eldridge appointed, minutes 7/20/10
2011	12/21/2010	Steven Sorell	Frank Griffith	Richard Barkhurst	Gerrie Kilburn	Tim Eldridge		minutes 12/21/10
2012	12/20/2011	Gerrie Kilburn	Tim Eldridge	Richard Barkhurst	Steven Sorell	Frank Griffith		minutes 12/20/11
2013	01/15/2013	Gerrie Kilburn	Tim Eldridge	Richard Barkhurst	Steven Sorell	Frank Griffith		minutes 1/15/13
2014	12/17/2013	Gerrie Kilburn	Gordon Johnson	Steven Sorell	Tim Eldridge	Frank Griffith		minutes 12/17/13
2015	01/20/2015	Steven Sorell	Tim Eldridge	Gordon Johnson	Frank Griffith	Gerrie Kilburn		minutes 1/20/15
2016	01/19/2016	Gerrie Kilburn	Tim Eldridge	Gordon Johnson	Frank Griffith	Bill Opel		Opel appointed, minutes 1/19/16
2017	02/21/2017	Gerrie Kilburn	Tim Eldridge	Bill Opel	Frank Griffith	Gordon Johnson		minutes 2/21/17
2018	12/19/2017	Frank Griffith	Tim Eldridge	Bill Opel	Gerrie Kilburn	Gordon Johnson		minutes 12/19/17
2019	12/18/2018	Gordon Johnson	Tim Eldridge	Bill Opel	Gerrie Kilburn	Frank Griffith		minutes 12/18/18

4.02: OFFICERS OF THE BOARD (RULES AND REGULATIONS)

The officers of the Board shall be chairman and secretary and treasurer to be elected by the Board annually at the first regular meeting of the Board following the first Friday in December.

The term of office of officers of the Board shall commence immediately following their election.

No Board Officer shall serve more than five consecutive full terms in the same office.

(Motion Adopted January 15, 2002)