

KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, September 28, 2021
3:00 P.M.

AGENDA

This meeting will be conducted by teleconference under the provisions of Executive Order N-29-20 and at the District office. Public comment may be made in person or may be submitted via email to kinneloa@outlook.com prior to the meeting and any information submitted will become part of the official record. The public may participate at the office or via computer or telephone using the following information: <https://us02web.zoom.us/j/85823718385?pwd=WDdmdm9CNU5qZ1FHTVZsUTM0VU5VUT09>

+1 669 900 9128

Meeting ID: 858 2371 8385

Passcode: 647890

1. **CALL TO ORDER – 3:00 P.M.**
 - a. Declaration of a quorum
 - b. Review of agenda

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

3. **REVIEW OF MINUTES –** August 24, 2021; August 31, 2021; September 14, 2021
Recommended Action: Review and approve motion to file

4. **REVIEW OF FINANCIAL REPORTS –** August 31, 2021
Recommended Action: Review and approve motion to file

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

6. **PRODUCTION AND SALES REPORT FOR 2020-2021**
Recommended Action: General Manager to summarize the report and respond to questions

7. **PROPOSED BUDGET FOR 2022 –** General Manager to present proposed 2022 budget
Recommended Action: General Manager to answer questions and receive input from the Board

8. **CUSTOMER AND PUBLIC OUTREACH –**
Recommended Action: Review proposed plan, receive input from the Board and provide direction to the General Manager for the 2022 initiatives

9. INFORMATION ITEMS

- a. November 2, 2021 election
- b. Water supply – Information regarding water availability for ADUs and for development of new parcels not previously receiving water service
- c. Proposed rule by AQMD regarding use of generators during Public Safety Power Shutoff event

10. DIRECTOR REPORTS AND/OR COMMENTS –

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

11. TELECONFERENCING PROCEDURES AND REQUIREMENTS

Recommended Action: Review memo and upon motion made, seconded and passed, the Board must decide to hold meetings under the teleconferencing requirements of the Ralph M. Brown Act or under the relaxed rules of AB 361 by passing a motion not later than 30 days after the first teleconferenced meeting and every 30 days thereafter to continue to meet under the abbreviated teleconferencing procedures.

12. EMERGENCY PREPARATION AD-HOC COMMITTEE REPORT-

Information Item presented by Director Tim Eldridge. *Recommended Action: Director Tim Eldridge to summarize the report and respond to questions.*

13. CALENDAR – October 5, 2021 October 19, 2021 November 16, 2021 December 21, 2021

14. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a disabled person and need a disability-related modification or accommodation to participate in this meeting, please contact the District office 48 hours prior to the meeting at 626-797-6295. Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Material related to an item on this agenda submitted after distribution of the agenda packet is available for public review at the District office or online at the District's website <https://kinneloirrigationdistrict.info>.

KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, August 24, 2021, 3:00 P.M.

MINUTES

Meeting conducted by teleconference under the provisions of Executive Order N-29-20.
The Board held the meeting by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency as well as in the District’s Board Room. The Kinneloa Irrigation District offered the public to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

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

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): General Manager, Melvin Matthews; Office Manager, Martin Aragon; Field Staff, Chris Burt, and Michele Ferrell.

PUBLIC PRESENT: (Zoom): Don Whitson & Chad Olsen

1. CALL TO ORDER:

Director/Chair Gordon Johnson called the meeting to order at 3:00 P.M. and called the roll. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT: None

3. REVIEW OF MINUTES:

July 20, 2021 – Tim Eldridge motioned to accept the minutes as presented for filing and Gerrie Kilburn seconded the motion. The Board took a roll call vote. Directors Stephen Brown, Tim Eldridge, Gordon Johnson, Gerrie Kilburn and David Moritz all voted *Aye*.

4. REVIEW OF FINANCIAL REPORTS:

Director Dave Moritz reviewed the Financial Reports. Gerrie Kilburn motioned to approve the financial reports for filing and Stephen Brown seconded the motion. The Board took a roll call vote. Directors Stephen Brown, Tim Eldridge, Gordon Johnson, Gerrie Kilburn and Dave Moritz all voted *Aye*.

5. GENERAL MANAGER’S REPORT:

General Manager presented his report, and the Board recommended no action.

6. SIERRA MADRE VILLA AND VILLA HEIGHTS PIPELINE IMPROVEMENT PROJECT:

The project is near completion. The next steps are to pave the area and conduct a final inspection. The improved pipeline has been in service for two weeks. In addition to improving the water system pressure, a new fire hydrant was installed.

7. CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

No action taken.

8. DIRECTOR REPORTS AND/OR COMMENTS:

Tim Eldridge explained that the new hand-held radios designated for communication with other water agencies during emergencies, coordinated through the Public Water Agencies Group, operate like cell phones.

The new owner of the property adjacent to the Pasadena Glen easement will be installing new gates on the access road between Shaw Ranch Road and Hasting Heights.

Gerrie Kilburn announced there was a break-in at a residence on Meyerloa Ln.

9. ADJOURNMENT

Director Johnson adjourned the meeting at 4:55 pm.

Prepared and submitted by,



Martin Aragon

Office Manager/Board Clerk

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KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, August 31, 2021, 3:00 P.M.
MINUTES

Meeting conducted by teleconference under the provisions of Executive Order N-29-20.
The Board held the meeting by teleconference pursuant to the Brown Act Waivers provided for under the Governor’s Executive Orders in response to COVID-19 State of Emergency as well as in the District’s Board Room. The Kinneloa Irrigation District offered the public to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

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

DIRECTORS ABSENT: None

STAFF PRESENT: (Zoom): General Manager Mel Matthews
(In-Person): Office Manager, Martin Aragon

PUBLIC PRESENT: The public was not present.

1. CALL TO ORDER:

Director/Chair Gordon Johnson called the meeting to order at 3:00 P.M. and called the roll. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT:

There was no public comment.

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

Participants: Stephen Brown, Tim Eldridge, Gordon Johnson, Gerrie Kilburn & David Moritz.

4. REPORT ON CLOSED SESSION:

There was no action taken by the Directors.

5. DIRECTOR REPORTS AND/OR COMMENTS:

The Directors had no comments to offer.

6. ADJOURNMENT

Director Johnson adjourned the meeting at 4:22 pm.

Prepared and submitted by,

A handwritten signature in cursive script that reads "Martin Aragon".

Martin Aragon

Office Manager/Board Clerk

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KINNELOA IRRIGATION DISTRICT

Special Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, September 14, 2021, 3:00 P.M.

MINUTES

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

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

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

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): General Manager, Mel Matthews; Office Manager, Martin Aragon, Legal Counsel, William F. Kruse (Lagerlof, LLP)

PUBLIC PRESENT: None

1. CALL TO ORDER:

Director/Chair Gordon Johnson called the meeting to order at 3:03 P.M. and called the roll. A quorum of Board Members was present and reviewed the agenda.

2. PUBLIC COMMENT:

There was no public comment.

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

Participants: Stephen Brown, Tim Eldridge, Gordon Johnson, Gerrie Kilburn, David Moritz & William F. Kruse (Lagerlof, LLP)

4. REPORT ON CLOSED SESSION:

There was no action taken by the Directors.

5. DIRECTOR REPORTS AND/OR COMMENTS:

Gerrie Kilburn alerted those present that Christ Church has recently leased out the church to two other churches, which explains the heavier traffic on Kinneloa Canyon Rd.

6. ADJOURNMENT

Director Johnson adjourned the meeting at 4:20 pm.

Prepared and submitted by,

A handwritten signature in cursive script that reads "Martin Aragon".

Martin Aragon

Office Manager/Board Clerk

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Kinneloa Irrigation District
Income Statement for the Eight Months Ending August 31, 2021

	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	216,970.20	150,000.00	66,970.20	1,223,382.67	1,011,000.00	212,382.67
4015 Wholesale Water Sales	0.00	0.00	0.00	58,033.60	0.00	58,033.60
4020 Service/Installation Charges	1,347.29	833.33	513.96	9,202.94	6,666.64	2,536.30
4035 Interest-Reserve Fund	369.34	1,250.00	(880.66)	4,693.99	10,000.00	(5,306.01)
4036 Unrealized Gain(Loss)-CalTRU	0.00	2,083.33	(2,083.33)	(3,645.22)	16,666.64	(20,311.86)
4050 Capacity Charge	0.00	0.00	0.00	3,000.00	0.00	3,000.00
4070 Misc. Income	0.00	0.00	0.00	7,955.08	0.00	7,955.08
Total Revenues	218,686.83	154,166.66	64,520.17	1,302,623.06	1,044,333.28	258,289.78
Expenses						
5000 Leased Water Rights	0.00	0.00	0.00	63,135.00	63,135.00	0.00
5005 Electricity	17,366.74	12,000.00	5,366.74	114,355.02	82,000.00	32,355.02
5010 Maintenance/Repair Supplies	2,302.72	2,500.00	(197.28)	20,329.56	20,000.00	329.56
5011 Material and Labor for Install	0.00	833.33	(833.33)	0.00	6,666.64	(6,666.64)
5012 Safety Equipment	0.00	133.33	(133.33)	2,018.74	1,066.64	952.10
5015 Operations Labor	21,119.96	25,708.33	(4,588.37)	169,743.40	187,666.64	(17,923.24)
5016 Operations OT	1,734.42	1,291.67	442.75	10,740.00	10,333.36	406.64
5020 Stand-by Compensation	780.00	915.00	(135.00)	7,110.00	7,320.00	(210.00)
5022 Training/Certification	230.00	133.33	96.67	335.00	1,066.64	(731.64)
5025 Water Treatment/Analysis	400.00	1,833.33	(1,433.33)	10,685.37	14,666.64	(3,981.27)
5030 Maintenance/Repair Contractors	5,248.24	11,666.67	(6,418.43)	92,565.72	93,333.36	(767.64)
5034 Equipment Maintenance	0.00	1,666.67	(1,666.67)	11,496.19	13,333.36	(1,837.17)
5035 Vehicle Maintenance	0.00	1,250.00	(1,250.00)	11,094.37	10,000.00	1,094.37
5036 Fuel	1,346.37	1,666.67	(320.30)	9,831.40	13,333.36	(3,501.96)
5040 Equipment Rental	778.61	0.00	778.61	13,257.26	0.00	13,257.26
5045 Insurance-Workers Comp.	0.00	0.00	0.00	6,940.32	10,000.00	(3,059.68)
5046 Insurance-Liability	1,387.46	1,333.33	54.13	11,099.68	10,666.64	433.04
5048 Insurance-Property	255.28	208.33	46.95	1,686.80	1,666.64	20.16
5049 Insurance-Medical	7,659.17	8,604.17	(945.00)	59,193.06	68,833.36	(9,640.30)
6000 Engineering Services	9,935.00	3,958.33	5,976.67	20,695.00	31,666.64	(10,971.64)
6005 Watermaster Services	1,304.42	1,000.00	304.42	7,829.32	8,000.00	(170.68)
6015 Administrative Salary	12,063.48	13,216.67	(1,153.19)	96,507.84	105,733.36	(9,225.52)
6017 Administrative Travel	0.00	250.00	(250.00)	541.46	2,000.00	(1,458.54)
6020 Board Compensation	900.00	700.00	200.00	4,800.00	5,600.00	(800.00)
6021 Administrative & Board Exp.	250.00	83.33	166.67	274.36	666.64	(392.28)
6024 Customer/Public Info. Prog.	0.00	166.67	(166.67)	1,000.00	1,333.36	(333.36)
6025 PERS - KID	3,468.05	3,500.00	(31.95)	28,839.50	28,000.00	839.50
6030 Social Security - KID	2,784.03	2,833.33	(49.30)	22,767.05	22,666.64	100.41
6031 Medicare - KID	651.11	666.67	(15.56)	5,324.69	5,333.36	(8.67)
6035 Office/Computer Supplies	1,082.05	583.33	498.72	5,751.41	4,666.64	1,084.77
6036 Postage/Delivery	0.00	416.67	(416.67)	2,081.45	3,333.36	(1,251.91)
6040 Professional Dues	1,605.08	1,250.00	355.08	10,377.60	10,000.00	377.60
6045 Legal Services	289.08	1,250.00	(960.92)	5,857.64	10,000.00	(4,142.36)
6050 Telephone	239.94	375.00	(135.06)	2,512.47	3,000.00	(487.53)

Kinneloa Irrigation District
Income Statement for the Eight Months Ending August 31, 2021

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
6051 Mobile Communications	749.52	41.67	707.85	917.98	333.36	584.62
6052 Pagers	34.99	41.67	(6.68)	280.10	333.36	(53.26)
6053 Internet Service	299.98	83.33	216.65	1,729.38	666.64	1,062.74
6059 Computer Software Maintenance	580.83	1,000.00	(419.17)	7,405.97	8,000.00	(594.03)
6061 Office Equipment Maintenance	0.00	83.33	(83.33)	0.00	666.64	(666.64)
6065 Accounting Services	700.00	0.00	700.00	7,100.00	7,000.00	100.00
6070 Office & Accounting Labor	8,852.45	10,479.17	(1,626.72)	83,600.91	83,833.36	(232.45)
6075 Professional/Contract Services	2,026.79	2,333.33	(306.54)	16,913.51	18,666.64	(1,753.13)
6080 Administrative Fees	1,036.66	1,036.67	(0.01)	8,210.35	8,293.36	(83.01)
6081 Permits/Fees	3,237.10	1,250.00	1,987.10	6,838.81	10,000.00	(3,161.19)
6086 Taxes - Sales/Use	0.00	291.67	(291.67)	0.00	2,333.36	(2,333.36)
6088 Interest Expense	0.00	0.00	0.00	28,977.21	28,978.00	(0.79)
6120 Bank Service Charges	1,012.46	750.00	262.46	6,999.18	6,000.00	999.18
Total Expenses	113,711.99	119,385.00	(5,673.01)	999,750.08	1,032,193.00	(32,442.92)
Net Income	104,974.84	34,781.66	70,193.18	302,872.98	12,140.28	290,732.70
Other Expenditures						
1504 Water Mains	66,093.40	100,000.00	(33,906.60)	352,750.25	500,000.00	(147,249.75)
1505 Water Tunnels	0.00	0.00	0.00	4,200.00	10,000.00	(5,800.00)
1511 Water Treatment Plant	0.00	500.00	(500.00)	1,897.93	4,000.00	(2,102.07)
1512 Water Meters	0.00	0.00	0.00	37,149.87	20,000.00	17,149.87
1514 Computer/Office Equipment	0.00	416.67	(416.67)	1,276.00	3,333.36	(2,057.36)
2400 Installment Purchase Agreement	0.00	0.00	0.00	71,123.77	71,124.00	(0.23)
Total Other Expenditures	66,093.40	100,916.67	(34,823.27)	468,397.82	608,457.36	(140,059.54)
Total Increase or (Drawdown)	38,881.44	(66,135.01)	105,016.45	(165,524.84)	(596,317.08)	430,792.24

Kinneloa Irrigation District Balance Sheet as of August 31, 2021

ASSETS

Current Assets

1010	Checking-Wells Fargo Bank	\$ 322,647.23
1012	Reserve Fund-LAIF	128,161.13
1014	Reserve Fund-CalTRUST	1,764,915.04
1016	Accrued Interest-LAIF	56.98
1100	Accts. Receivable-Water Sales	19,899.42
1190	Allowance for Bad Debts	(771.48)
1200	Inventory	20,000.00
1340	Accrued Water Sales	218,408.21
1350	Prepaid Insurance	2,393.79
1360	Prepaid Expenses	4,126.90

Total Current Assets

2,479,837.22

Property and Equipment

1501	Water Rights	52,060.41
1503	Land Sites	96,700.08
1504	Water Mains	3,937,268.35
1505	Water Tunnels	733,274.60
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	205,351.49
1512	Water Meters	155,885.40
1513	Electrical/Electronic Equip.	256,918.72
1514	Computer/Office Equipment	75,654.20
1515	Vehicles & Portable Equipment	308,656.75
1516	Water Company Facilities	104,222.20
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
1523	Constr. in Progress-Vosburg	53,875.00
1526	Vosburg Booster	1,647,215.66
1527	SCADA Equipment	362,117.90
1528	Tanks and Reservoirs	119,491.90
1529	Holly Tanks	181,113.76
1530	Tools	6,273.13
1600	Accum. Depreciation	(5,602,579.76)

Total Property and Equipment

5,570,616.24

Other Assets

1901	PERS-Deferred Outflows	93,686.00
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Total Assets

\$ 8,144,139.46

Kinneloa Irrigation District
Balance Sheet as of August 31, 2021

LIABILITIES AND CAPITAL

Current Liabilities

2000	Accounts Payable	\$ 83,622.98	
2240	Savings Withholding-Employee	(150.00)	
2250	PERS Withholding-Employee	0.01	
2275	Deposits-Water Customers	255.02	
2290	Accrued Vacation	18,854.60	
	Total Current Liabilities		102,582.61

Long-Term Liabilities

2400	Installment Purchase Agreement	1,523,485.86	
2801	PERS- Net Liability	326,418.30	
2901	PERS- Deferred Inflows	35,841.00	
	Total Long-Term Liabilities		1,885,745.16
	Total Liabilities		1,988,327.77

Capital

3040	Fund Balance	5,852,938.71	
	Net Income	302,872.98	
	Total Capital		6,155,811.69
	Total Liabilities & Capital		\$ 8,144,139.46

Kinneloa Irrigation District
Statement of Cash Flow
For the Eight Months Ended August 31, 2021

	Current Month	Year to Date
Cash Flows from Operating Activities		
Net Income	\$ 104,974.84	\$ 302,872.98
<i>Adjustments to reconcile net income to net cash provided by operating activities</i>		
1100 Accts. Receivable-Water Sales	18,796.46	11,582.56
1113 Employee Loans	0.00	301.07
1340 Accrued Water Sales	(53,079.45)	(27,533.67)
1350 Prepaid Insurance	1,642.74	9,723.15
1360 Prepaid Expenses	(2,409.85)	17,282.62
2000 Accounts Payable	(5,900.78)	47,664.04
2240 Savings Withholding-Employee	(150.00)	(150.00)
2250 PERS Withholding-Employee	0.01	0.01
2271 Deposits-Construction Meters	(850.00)	0.00
2272 Job Deposits	(2,700.00)	(3,600.00)
	(44,650.87)	55,269.78
Total Adjustments	(44,650.87)	55,269.78
Net Cash Provided by Operations	60,323.97	358,142.76
Cash Flows from Investing Activities		
<i>Used for</i>		
1504 Water Mains	(66,093.40)	(352,750.25)
1505 Water Tunnels	0.00	(4,200.00)
1511 Water Treatment Plant	0.00	(1,897.93)
1512 Water Meters	0.00	(37,149.87)
1514 Computer/Office Equipment	0.00	(1,321.00)
	(66,093.40)	(397,319.05)
Net Cash Used in Investing	(66,093.40)	(397,319.05)
Cash Flows from Financing Activities		
<i>Proceeds from</i>		
<i>Used for</i>		
2400 Installment Purchase Agreement	0.00	(71,123.77)
2801 PERS- Net Liability	(2,203.58)	(14,802.10)
	(2,203.58)	(85,925.87)
Net Cash Used in Financing	(2,203.58)	(85,925.87)
Net Increase (Decrease) in Cash	\$ (7,973.01)	\$ (125,102.16)
Summary		
Cash Balance at End of Period	\$ 2,215,780.38	\$ 2,215,780.38
Cash Balance at Beg. of Period	(2,223,753.39)	(2,340,837.54)
Net Increase (Decrease) in Cash	\$ (7,973.01)	\$ (125,057.16)

Kinneloa Irrigation District
Check Register
For the Period from August 1, 2021 to August 31, 2021

Date	Check #	Payee	Amount	Description
8/13/21	EFT4860	Arco Gaspro Plus	1,346.37	Fleet Fuel
8/13/21	EFT4861	CA Public Employees Ret. Sys.	6,464.17	Payroll Taxes & Withholdings
8/13/21	EFT4862	Century Business Solutions	481.38	Credit Card Payment Processing Fee
8/13/21	EFT4863	Pasadena Municipal Services	5,229.63	Electricity for Wilcox
8/13/21	EFT4864	Southern California Edison Co.	22,025.58	Electricity
8/13/21	EFT4865	Spectrum	339.92	Internet Service
8/13/21	EFT4866	Streamline	200.00	Website
8/13/21	EFT4867	VeriCheck, Inc.	155.17	E-check Payment Processing Fees
8/13/21	EFT4868	CA Public Employees Ret. Sys.	30.33	Employer Unfunded Accrued Liability
8/13/21	EFT4869	Century Business Solutions	15.00	Credit Card Payment Processing Fee
8/13/21	EFT4870	CA Public Employees Ret. Sys.	2,173.25	Employer Unfunded Accrued Liability
8/13/21	9863	ACWA-JPIA	8,355.73	KID Health Benefits- August
8/13/21	9864	Applied Techology Group, Inc.	45.48	PWAG: Handheld Emergency Communication
8/13/21	9865	Krystle Barba	250.00	Education Reimbursement
8/13/21	9866	Big Ben Engineering Inc.	42,678.75	SMVH Project
8/13/21	9867	Civiltec Engineering, Inc.	9,935.00	Brown/Glen Project Design
8/13/21	9868	Denram Products	982.05	Water Statements
8/13/21	9869	Underground Service Alert	34.75	Digalert
8/13/21	9870	Foothill Municipal Water District	1,036.66	Administrative Fee
8/13/21	9871	Generator Services Co.	4,518.96	Generator Maintenance
8/13/21	9872	Melvin L. Matthews	188.10	Mileage Reimbursement
8/13/21	9873	Perry Thomas Construction Co.	3,270.26	1612 Hasting Heights
8/13/21	9874	Public Water Agencies Group	289.08	July - Emergency Preparedness Program
8/13/21	9875	Raymond Basin Management Boa	1,547.08	Title 22 Monitoring
8/13/21	9876	SA Associates	7,519.25	SMVH Project
8/13/21	9877	Ultimate Cleaning Solutions, Inc.	75.00	Janitorial Service
8/13/21	9878	Utility Service Co., Inc.	5,248.24	Reservoir Tank Service
8/13/21	9879	Western Water Works	1,079.58	Maintenance Supplies
8/13/21	9880	Eurofins Eaton Analytical, Inc.	213.20	Water Sample Analysis
8/13/21	9881	Geotab USA, Inc	197.50	Vehicle Maintenance
8/13/21	9882	Eurofins Eaton Analytical, Inc.	400.00	Water Sample Analysis
8/13/21	9883	South Coast AQMD	142.59	Emission Fee
8/13/21	9884	South Coast AQMD	142.59	Emission Fee
8/13/21	9885	South Coast AQMD	142.59	Emission Fee
8/13/21	9886	South Coast AQMD	142.59	Emission Fee
8/13/21	9887	South Coast AQMD	142.59	Emission Fee
8/13/21	9888	South Coast AQMD	440.15	Annual Renewal Fee
8/13/21	9889	South Coast AQMD	440.15	Annual Renewal Fee
8/13/21	9890	South Coast AQMD	440.15	Annual Renewal Fee
8/13/21	9891	South Coast AQMD	440.15	Annual Renewal Fee

Kinneloa Irrigation District

Check Register

For the Period from August 1, 2021 to August 31, 2021

Date	Check #	Payee	Amount	Description
8/13/21	9892	South Coast AQMD	440.15	Annual Renewal Fee
8/15/21	EFT4871	Bernadette C. Allen	176.87	Salary
8/15/21	EFT4872	Arthur M. Aragon	1,553.93	Salary
8/15/21	EFT4873	Krystle K. Barba	1,290.95	Salary
8/15/21	EFT4874	Christopher A. Burt	2,824.52	Salary
8/15/21	EFT4875	Michele M. Ferrell	1,349.75	Salary
8/15/21	EFT4876	Brian L. Fry	2,100.88	Salary
8/15/21	EFT4877	Melvin L. Matthews	3,973.15	Salary
8/15/21	EFT4878	Juan R. Tello	1,455.42	Salary
8/15/21	EFT4879	Christopher A. Burt	150.00	Salary
8/15/21	EFT4880	Automatic Data Processing, Inc.	6,080.77	Payroll Processing Fee
8/16/21	9893	Miller Geosciences Inc.	602.11	Net Refund on Deposit for Percolation Test
8/16/21	9894	SWRCB-DWOC	65.00	Certification Test Fee (D2) - J. Tello
8/27/21	9895	Applied Techology Group, Inc.	788.80	PWAG: Handheld Emergency Communication
8/27/21	9896	Aramark Uniform Services	80.74	Towel Service
8/27/21	9897	BrightView Landscape Services	1,490.00	Landscaping
8/27/21	9898	Eurofins Eaton Analytical, Inc.	200.00	Water Sample Analysis
8/27/21	9899	Generator Services Co.	778.61	Generator Maintenance
8/27/21	9900	Hill Brothers Chemical Co.	467.00	Sodium Hypochlorite
8/27/21	9901	McMaster Carr	72.06	Battery Terminal Connector
8/27/21	9902	Ueware, Inc.	4,020.00	Utility Star Meter System Interface
8/27/21	9903	American Water Works Assoc.	459.00	Member Dues
8/27/21	9904	McMaster Carr	285.49	Maintenance Supplies
8/27/21	9905	McMaster Carr	119.43	Maintenance Supplies
8/27/21	EFT4881	Automatic Data Processing, Inc.	109.58	Payroll Processing Fee
8/27/21	EFT4882	American Messaging Services	34.99	Payroll Processing Fee
8/27/21	EFT4883	AT&T Mobility	148.33	Phone Service
8/27/21	EFT4884	Athens Services	215.69	Trash Collection
8/27/21	EFT4885	Spectrum	339.92	Internet Service
8/27/21	EFT4886	Umpqua Bank	4,216.63	Credit Card Payment Processing Fee
8/30/21	9906	Jiajia Chen	650.00	Net Refund on Deposit for Fire Flow Test
8/30/21	9907	Jim Howe	650.00	Net Refund on Deposit for Fire Flow Test
8/30/21	9908	Superior Fire Protection Inc.	650.00	Net Refund on Deposit for Fire Flow Test
8/30/21	9909	Pacific Crest Consultants Inc.	650.00	Net Refund on Deposit for Fire Flow Test
8/31/21	EFT4887	Bernadette C. Allen	484.33	Salary
8/31/21	EFT4888	Arthur M. Aragon	1,909.53	Salary
8/31/21	EFT4889	Krystle K. Barba	1,099.21	Salary
8/31/21	EFT4890	Stephen Brown	277.05	Board Member Compensation
8/31/21	EFT4891	Christopher A. Burt	3,200.15	Salary
8/31/21	EFT4892	Timothy J. Eldridge	255.86	Board Member Compensation

Kinneloa Irrigation District
Check Register
For the Period from August 1, 2021 to August 31, 2021

Date	Check #	Payee	Amount	Description
8/13/21	EFT4893	Michele M. Ferrell	2,075.70	Salary
8/13/21	EFT4894	Brian L. fry	1,950.04	Salary
8/13/21	EFT4895	Gerrie G. Kilburn	277.05	Board Member Compensation
8/13/21	EFT4896	Melvin L. Matthews	3,973.16	Salary
8/13/21	EFT4897	Juan R. Tello	1,473.52	Salary
8/13/21	EFT4898	Christopher A. Burt	150.00	Salary
8/13/21	EFT4899	Automatic Data Processing, Inc.	7,151.89	Payroll Taxes & Withholdings
8/13/21	EFT4900	Automatic Data Processing, Inc.	101.77	Payroll Processing Fee
Total			13,127.39	

Credit Card Detail Umpqua Bank
AUGUST 2021
(Expenses incurred/billed in Aug. and due/paid in Sept.)

Acct. No.	Account Description	Additional Description	JB/MA	MLM	CAB	BLF	MA	MF	JRT	TOTAL
1505	House Tunnel Project	MF: Headlamp, Nitrile Gloves, Shovel, Machete, PVC Fittings						\$261.44		
1511	Water Treatment Plant	BLF:								\$0.00
1514	Computer/Office Equip.									\$0.00
5010	Maintenance Supplies	BLF: Broom, Rake, antifreeze, Nitrogen gas, marking paint, Binoculars CAB: JRT: Hose, Nozzle, Hat MF: Socket Set, Thread seal				\$113.17	\$360.26	\$87.76	\$100.28	\$661.47
5012	Safety Equipment	MA: Tyvex Coveralls					\$153.07			\$153.07
5022	Training/Certification	MLM: CSDA conference		\$625.00			\$101.40			\$726.40
5025	Water Treatment/Analysis									\$0.00
5035	Vehicle Maintenance	BF: Truck Maint. #4, JT: Truck Supplies, MF: Truck Maint. #5				\$56.78		\$52.37	\$54.52	\$163.67
5036	Fuel									\$0.00
5030	Maintenance/Repair contract	MLM:								\$0.00
6021	Adm. & Bd. Exp.									\$0.00
6024	Customer/Public Info	MLM: ONSOLVE		\$32.00						\$32.00
6035	Office/Computer Supplies	MLM: Printer Ink MA: Notepads		\$109.39			\$55.58			\$164.97
6036	Postage/Delivery	MA: Stamps, Delivery					\$285.20			\$285.20
6040	Professional Dues									\$0.00
6050	Telephone	MLM: Answering Service(Alert)		\$75.00						\$75.00
6051	Mobile Phone									\$0.00
6053	Internet Service									\$0.00
6059	Computer/Software Maint.	MLM:								\$0.00
6061	Office Equipment Maint.									\$0.00
6075	Outside Services	MM: Transit Talent, Zip Recruiter, Scotland Gate Entry		\$1,418.00						\$1,418.00
6081	Permits/Fees									\$0.00
TOTAL			\$0.00	\$2,259.39	\$0.00	\$169.95	\$955.51	\$401.57	\$154.80	\$3,941.22

General Manager's Report for the Board of Directors Meeting on September 28, 2021

I. Customer Account Information and Internet Usage

A. Customer Accounts –

Active accounts: 587
 Delinquent accounts receiving late charges: 14
 Accounts shut off for non-payment: None

B. Aged Receivables –

Month	Current	30 days	60 days	90 days or greater	Total
September 2020	\$32,787.39	\$3,299.78	\$181.77	\$0.00	\$36,268.94
October 2020	\$35,165.98	\$3,020.50	\$1,102.31	\$97.99	\$39,386.78
November 2020	\$31,925.74	\$6,497.96	\$98.72	\$0.00	\$38,522.42
December 2020	\$28,288.75	\$3,101.55	\$91.68	\$0.00	\$31,481.98
January 2021	\$28,043.73	\$2,463.01	\$0.00	\$0.00	\$30,506.74
February 2021	\$57,645.25	\$4,554.82	\$0.00	\$0.00	\$62,200.07
March 2021	\$31,003.72	\$2,623.39	\$0.00	\$0.00	\$33,627.11
April 2021	\$36,226.02	\$1,243.69	\$0.00	\$0.00	\$37,469.71
May 2021	\$26,360.19	\$3,534.96	\$290.84	\$0.00	\$30,185.99
June 2021	\$16,933.11	\$2,091.84	\$783.73	\$0.00	\$19,808.68
July 2021	\$34,129.88	\$2,694.38	\$1,134.17	\$653.89	\$38,612.32
August 2021	\$17,411.06	\$1,756.57	\$373.22	\$0.00	\$19,540.85

C. Website Usage and Online Payments –

Month	Users	Page Views	Online Payments	Online Amount
September 2020	277	608	91	\$27,761.46
October 2020	278	654	109	\$35,098.93
November 2020	248	591	93	\$29,258.42
December 2020	253	560	110	\$33,318.03
January 2021	245	555	101	\$28,824.49
February 2021	287	551	104	\$27,957.69
March 2021	398	892	103	\$20,741.82
April 2021	274	1,538	106	\$27,464.40
May 2021	292	1,616	112	\$27,299.87
June 2021	262	1,409	109	\$26,067.48
July 2021	251	1,217	120	\$34,674.20
August 2021	374	1,682	105	\$34,635.70

II. General Manager's Projects and Activities

- A. **Advanced Meter Infrastructure (AMI) Project** – The design of the billing interface has been completed and is being tested
- B. **Budget** – The proposed 2021 Budget has been completed and will be presented to the Board at this meeting
- C. **Pipeline Project** – Sierra Madre Villa & Villa Heights Pipeline Project has been completed
- D. **House Tunnel Pipeline Repair** – Construction of tunnel entrance enclosure is needed before water is delivered to the system
- E. **Annual Production and Sales Report** – I prepared the 2020-2021 report
- F. **Emergency Radio Project** – Two handheld radios have been purchased and programmed to the PWAG frequency for emergency use and programmed to the existing KID frequency for district use
- G. **Activities/Meetings/Webinars/Conferences***
 - 1. KID Staff Meetings
 - 2. CSDA Conference
 - 3. KID Board Meetings
 - 4. FMWD Board Meeting
 - 5. FMWD Managers Meeting
 - 6. LAFCO Board Meeting
 - 7. Subeca Billing Interface
 - 8. KEPOA Meeting

* Organization Acronyms:

ACWA – Association of California Water Agencies

ACWA JPIA – Association of California Water Agencies Joint Powers Insurance Authority

AMI – Advanced Meter Infrastructure

AWWA – American Water Works Association

CalTRUST – Investment Trust of California Joint Powers Authority

CSDA – California Special Districts Association

CUEA – California Utilities Emergency Association

FMWD – Foothill Municipal Water District

KCA – Kinneloa Canyon Association

KEPOA – Kinneloa Estates Property Owners' Association

KID – Kinneloa Irrigation District

LAFCO – Local Agency Formation Commission of Los Angeles County

NKRPOA – North Kinneloa Ranch Property Owners' Association

PWAG – Public Water Agencies Group

RBMB – Raymond Basin Management Board

RCAC – Rural Community Assistance Corporation

SCADA – Supervisory Control and Data Acquisition System

SMVA – Sierra Madre Villa Avenue

III. Incident Reports and Facility Activities

A. Incident Reports –

Customer Leaks	System Leaks	Water Waste	Water Quality	Customer Service*	Comments
1	2	0	1	2	Holly Tanks overflowed due to SCADA failure; one meter gasket replaced; customer reported brown water but field check at outside faucet was clear.

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

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

1. Routine daily and monthly activities
 - a. Operator training
 - b. Meter and transmitter maintenance and replacement
 - c. Water samples
 - d. Vehicle and equipment maintenance and testing
 - e. Facility cleanup
 - f. Production meter readings and report to RBMB
 - g. Chlorine generator maintenance
 - h. Meter reading
 - i. Customer service calls
 - j. Responding to Underground Service Alerts (USA's) to mark our pipelines

2. Facility and Equipment Repair and Maintenance for July
 - a. Continued work on House Tunnel line
 - b. Vosburg generator failed to start upon test and needed replacement voltage regulator to fix problem
 - c. UPS on SCADA equipment at office failed and system shutdown and needed to be reprogrammed after replacement UPS was installed and power was restored
 - d. Automatic valve at Holly-Vosburg transfer station failed to respond; contractor replaced failed part to restore operation
 - e. Replaced O-ring on K3 Cl₂ ball valve
 - f. K3 VFD cooling fan failed to start and thermostat needed adjustment to solve problem

3. Capital Improvement and Maintenance Projects for 2021 (Completed or in progress) *
 - a. Sierra Madre Villa and Villa Heights Pipeline Improvement Project (Completed) (CIP, EP, OPS)
 - b. Reservoir inspection and washout (Completed) (MR)
 - c. Advanced meter infrastructure – Install communication gateways and install water meter registers and transmitters at 53 locations (Completed) (CIP, OPS, MR)
 - d. Annual service on six generators (Completed) (MR)
 - e. Efficiency tests and preventative maintenance on all pumps and motors (Completed) (MR)
 - f. Production meter tests for accuracy (Completed) (MR)
 - g. House Tunnel Pipeline repair (In Progress) (MR)

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

1. Brown/Glen Pipeline Improvement Project (Design phase in progress) (CIP, EP, OPS)
2. High/Low Tunnel Pipeline inspection and repair if needed (MR)
3. Painting at Eucalyptus Reservoir (MR)
4. Truck replacement – Replace one pickup truck that is 22 years old (CIP)

*Project Categories

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

EP – Emergency preparedness

OPS – Operational improvement

MR – Maintenance and repair

IV. Water Supply Summary as of June for the Watermaster Year July 2020 through June 2021 (End of Watermaster Year)

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
Water Rights	516	Eucalyptus	4
Prior Year Carryover	52	Far Mesa	3
Less Temporary 30% Reduction in Water Rights	-155	Delores	1
Leases/Exchanges	207	House	0
Prior Year Spreading	93	Holly High/Low	3
Short Term Storage	134		
Current Year Spreading	0		
Total Allowable Extractions	847		
Less Water Extracted YTD This Watermaster Year	-751	Current Tunnel Monthly Production	11
Remaining Allowable Groundwater Extractions through June 2021	96	Remaining Estimated Tunnel Production through June 2021	11
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2021)		107 Acre Feet	
Less Remaining Forecasted Retail Water Sales through June 2021		-0 Acre Feet	

Surplus Water through June 2021*

107 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 2019-2020 year, 119 Acre-Feet were sold to the City, 52 Acre-Feet were carried over to 2020-2021 and 134 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 774 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 Supply Summary as of July for the Watermaster Year July 2021 through June 2022

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
Water Rights	516	Eucalyptus	5
Prior Year Carryover	52	Far Mesa	3
Less Temporary 30% Reduction in Water Rights	-155	Delores	0
Leases/Exchanges	0	House	0
Prior Year Spreading	77	Holly High/Low	3
Short Term Storage	45		
Current Year Spreading	0		
Total Allowable Extractions	535		
Less Water Extracted YTD This Watermaster Year	-71	Current Tunnel Monthly Production	11
Remaining Allowable Groundwater Extractions through June 2021	464	Remaining Estimated Tunnel Production through June 2021	121
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2021)		585 Acre Feet	
Less Remaining Forecasted Retail Water Sales through June 2021		-575 Acre Feet	

Surplus Water through June 2021* 10 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 2020-2021 year, 103 Acre-Feet were sold to the City, 52 Acre-Feet were carried over to 2021-2022 and 45 Acre-Feet were put into our short-term storage account. Although we may lease additional pumping rights from another agency with surplus pumping rights, this is not considered a guaranteed source of supply since it is subject to negotiation. In addition to the available water, the KID has 767 Acre Feet in a long-term storage account. Additions to long-term storage are no longer permitted but withdrawals can be made 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.

PRODUCTION AND SALES REPORT FOR 2020-2021



9/28/2021

Kinneloa Irrigation District

Prepared by Melvin L. Matthews, General Manager

PRODUCTION AND SALES REPORT FOR 2020-2021

SUMMARY OF PRODUCTION SOURCES, CUSTOMER SALES,
RAINFALL, POWER COSTS, LONG AND SHORT-TERM STORAGE
AND ACTIVITIES AND INITIATIVES FOR THE WATERMASTER
YEAR OF 2020-2021, JULY THROUGH JUNE

Production

The Kinneloa Irrigation District (KID) produced 895.5 acre-feet from our wells and tunnels for the year of 2020-2021, July through June, as shown in Figure 1. 793.5 acre-feet were produced for our retail customers and other uses, and 102.0 acre-feet were produced for delivery to the City of Pasadena. Water production for our retail customers and system use was 15.1% more than the 689.2 acre-feet produced last year. Figure 1 includes data from 1994-1995 through 2020-2021 for all production sources as well as for surface water and ground water, which is diverted from our system for spreading credits. Spreading credits are added to our available extraction rights. Figure 2 shows total production from the KID wells and tunnels. Tunnel production level is dependent on rainfall and has ranged from a high of 530.1 acre-feet in 2005-2006 to a low of 112.4 acre-feet in 2015-2016. The tunnel production for 2020-2021 was 144.9 acre-feet which is significantly below the 27-year average of 235.6 acre-feet. Figure 3 is a pie chart showing the percentage of total production by source. This year our wells produced 83% of the water and the tunnels produced 17% of the water.

Sales

Total sales to retail customers were 676.0 acre-feet as shown in Figure 4. The average monthly sales of water during the year from 1994-1995 to 2020-2021 are shown in Figure 5. Peak sales are usually in the July through October period and minimum sales usually occur in December through March period. Weather conditions in a year can cause these periods to shift and can drastically affect the total sales for the year, but the monthly sales pattern has been relatively constant over the 27-year period.

Water Use Efficiency

The KID has extensively promoted measures to increase water use efficiency over the past fifteen years and has participated in rebate programs to provide incentives to our customers to reduce water usage. However, the usage was 16.7% higher in 2020-2021 as compared to 2019-2020, which is attributed to the continuing drought and weather conditions. Nevertheless, the data indicates a 20% decrease in usage as compared to the base year of 2006-2007 when water use efficiency became a mandate from the State and a priority for the KID. The 2020-2021 usage is only 1.5% lower than the 27-year average of 691.2 acre-feet. Total water sales for the calendar years of 2013 through June 30, 2021 is shown in Figure 6. The KID will continue to promote water use efficiency in compliance with state and local regulations and the District's **Rules and Regulations**. However, a further reduction may not be possible since most of our customers' usage is to maintain landscaping to reduce the risk from wildfires.

Non-Revenue Water Use and Water Loss

The difference between the water produced and water sold and used for system purposes (which is the water loss for the system) was 117.4 acre-feet or 14.8% as shown in Figure 1. The loss is attributed to system leaks, main flushing for water quality purposes, fire flow tests, unmetered water used for firefighting and various other purposes, normal operational procedures at KID facilities and water meter inaccuracies. This loss is more than the 27-year average of 75.7 acre-feet or 10.0%. A water loss of less than 10% is excellent by industry standards. Although we do not have a means to track non-metered water usage, during the 2020-2021 year there was a major water main break and water was lost during maintenance of our tanks and reservoirs.

Rainfall

Rainfall for 2020-2021 was 5.6 inches as shown in Figures 1 and Figure 7 as compared to 19.5 inches in the previous year and well below the 27-year average of 20.4 inches. Whether this is an indication of another drought is uncertain, but it would take multiple years of above-average rainfall before there is a significant recovery of tunnel production and spreading credits. The KID continues to lease additional pumping rights from other agencies to offset the decline in tunnel production and spreading credits as well as the voluntary 30% reduction in pumping rights to address the decline the decline in levels in the Raymond Basin Aquifer. However, these supplemental production sources are not guaranteed and an increase in water-use efficiency may be needed to offset the loss of available water for production.

Power Cost

Figure 8 shows the total cost per acre-foot of total production for 2020-2021. Since most of our power consumption is for pumping, it is also an approximate indirect measure of production efficiency. However, it should be noted that this indicator does not consider the percentage of well production vs. tunnel production nor does it consider rising electricity rates. In years of high tunnel production, less water is pumped from our wells saving us considerable power cost.

Although electricity rates have increased over the years, we have been able to mitigate most of the increases by participating in various time-of-use and interruptible power programs that restrict our use of power to non-peak hours in exchange for lower rates. We have also installed higher-efficiency motors when equipment has been replaced. The net effect has been to stabilize our power costs. The 2020-2021 cost was \$170 per acre-foot of total production as compared to \$159 per acre-foot for the previous year and the 27-year average of \$118 per acre-foot. Even though we will continue to take advantage of cost-reduction programs, it will be more difficult to maintain our current cost especially considering the announced rate increases and the mandated switch to more “green” power in the years ahead.

Long-Term Storage

The Raymond Basin Management Board (RBMB) established a long-term storage program to cover situations such as prolonged drought or unusually high demand that might lead to over pumping of our water rights in the current year. This program is the equivalent of a savings account for surplus water. The KID activated its long-term storage account for the first time in 2004-2005 by adding 327 acre-feet of surplus water as shown in Figure 1A. The following year we added additional storage to bring the account to 848 acre-feet. Some of this storage was used in 2006-2007 to support our water sales to the City of Pasadena so the remaining storage at the end of 2006-2007 was 729 acre-feet. The net addition to our long-term storage in 2007-2008 was 69 acre-feet and the total was 798 acre-feet at the end of that year. Due to

declining water levels in the Raymond Basin, the RBMB voted to suspend the program and freeze the total at the end of the 2008-2009 year.

The result of the additions and withdrawals, as shown in Figure 10, is that we still have 766.6 acre-feet in the account that may be used to offset any shortages in the future. We will not be able to add any surplus to the account unless the RBMB changes the policy. Our current plan is to use this water only if we are unable to lease temporary pumping rights at a reasonable cost or unable to acquire additional pumping rights from another Raymond Basin member. This additional water in storage is especially important to the KID considering that the RBMB has implemented a 30% reduction of our adjudicated pumping rights to address declining water levels in the basin. The RBMB will continue to monitor basin pumping levels to see if stabilization can be achieved without the injection of imported water or other recovery efforts. RBMB could approve elimination of the long-term storage program and KID could lose the ability to pump the 766.6 acre-feet in the account.

Short-Term Storage

The RBMB established a short-term storage program in 2016 for the Pasadena subarea for agencies with carryover rights of less than 300 acre-feet to allow operational flexibility and allow for better planning and utilization of leases, management of decreed rights and maximize beneficial use of spreading credits. The maximum amount of water is limited to 300 acre-feet and must be used within the time specified by the RBMB rules. The KID had 45 acre-feet in our short-term storage account at the end of the 2020-2021 year and 52 acre-feet of carryover rights. If the combined balance of the 10% carryover rights and short-term storage exceeds 300 acre-feet on June 30th, the excess amount is deducted from short-term storage and lost for future pumping.

Production Issues

Figure 1 shows that the Wilcox Well only produced 4.9 acre-feet of water in 2020-2021 as compared with 272.4 acre-feet in the peak year of 1999-2000. The level in the Raymond Basin aquifer at this facility has caused a 50% reduction in the available operational flow rate because the output from this well needs to be restricted to prevent entrainment of air and damage to the pump. This operational necessity is inefficient from a power standpoint and relegates this well to emergency and supplemental supply uses only. The lost production from Wilcox Well was shifted to the K-3 Well which accounted for 83% of our total annual production in 2020-2021. A continued decline in basin levels could also affect the K-3 Well in future years, and our increased dependence on a single production source diminishes production reliability.

Although the production from the KID's tunnels was only slightly lower in 2020-2021 as compared to 2019-2020, the production is significantly lower than 27-year average of 235.6 acre-feet. Tunnel water is not counted in our adjudicated pumping rights and is our only source of low-cost supplemental water. Multiple years of above-average rainfall will be needed to increase the contribution to our total production from the current 17% to the more typical 25-50%. Thus, continued maintenance of our tunnel sources continues to be a high priority.

Supply Issues

The court-ordered adjudication of pumping rights in the Raymond Basin no longer matches the natural replenishment rate. The voluntary 30% pumping reduction in the Pasadena subarea has helped to reduce the rate of decline in the basin level, but the RBMB has not yet developed an

external replenishment source. Therefore, additional water resources, conservation measures and reduced pumping are being considered to stabilize the basin level.

The KID is the only water agency in the area that does not purchase imported supplemental water from the Metropolitan Water District of Southern California (MWD) or through its wholesale distributor, Foothill Municipal Water District (FMWD). The KID has not needed to purchase imported water because our local tunnel water, adjudicated pumping rights, spreading credits and available leases have been enough to meet customer demand. However, our independence from imported water is not assured unless we are able to continue to lease or purchase unused pumping rights from other water agencies in the area.

We also continue to rely on our interconnections with the City of Pasadena for a water supply during system emergencies or for planned facility maintenance purposes, but that water must be returned to Pasadena as soon as possible after an event or purchased at the retail rate. The KID continues to work with FMWD to develop a long-term plan for supplemental water in case our ground water pumping rights are permanently reduced and/or leased or purchased pumping rights are no longer available. Since there is no pipeline from MWD or FMWD to the KID, a new connection would be needed, or an arrangement made with an adjacent water agency to wheel FMWD/MWD water through its pipelines to the KID. FMWD is the only source of supplemental water currently available to the KID.

The KID continues to perform projects identified in the **Water Master Plan for the Kinneloa Irrigation District** and other planning documents to improve the District's emergency preparedness and operational performance. Two projects are anticipated to be completed in the 2021-2022 year. Twelve additional major pipeline projects remain to be completed at the estimated cost of \$3,000,000. Although increased fire-flow capacity is the primary objective of these projects, other benefits include replacement of older portions of the distribution system that have reached the end of their useful life cycles. In addition, approximately \$1,000,000 in facility improvements and equipment replacement are on the planning horizon. However, none of these projects address the water supply issue or improves the KID's production reliability.

Respectfully submitted to the Board of Directors,



Melvin L. Matthews, General Manager

Figure 1
Data for Watermaster Year (July through June) 1994-1995 to 2020-2021

Production in Acre-Feet															
Source	1994-1995	1995-1996	1996-1997	1997-1998	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
Wilcox Well	93.2	119.6	170.2	165.4	209.6	272.4	216.9	203.7	213.7	148.9	60.2	37.2	70.2	5.6	5.6
K-3 Well	285.3	238.3	263.8	330.9	567.3	562.5	425.2	514.3	457.1	551.0	319.3	423.5	860.1	543.9	611.2
Total Well	378.5	357.9	434.0	496.3	776.9	834.9	642.1	718.0	670.8	699.9	379.5	460.7	930.3	549.5	616.7
Hi-Low Tunnel	71.3	217.0	177.2	146.6	143.1	132.6	111.1	86.0	57.6	59.8	125.6	171.9	131.0	107.6	89.2
House Tunnel	37.8	43.9	35.4	33.1	41.1	31.5	26.2	21.5	16.7	12.7	12.6	44.9	26.5	20.6	12.8
Eucalyptus Tunnel	56.5	64.9	62.6	58.7	62.4	54.0	44.3	38.6	29.5	41.5	50.0	50.4	44.6	43.2	39.1
Delores Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.4	126.5	223.3	83.6	63.7	40.2
Far Mesa Tunnel	73.6	69.1	67.7	68.3	78.9	74.1	56.7	52.0	47.7	45.6	68.2	39.6	13.1	48.6	42.9
Total Tunnel	239.2	394.9	342.9	306.7	325.5	292.2	238.3	198.1	151.5	162.0	382.9	530.1	298.8	283.7	224.2
Total Production	617.7	752.8	776.9	803.0	1102.4	1127.1	880.4	916.1	822.3	861.9	762.5	990.8	1229.0	833.2	840.9
Deliveries from Pasadena	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	31.5	0.0	0.0	18.8	0.0	0.0	1.5
Deliveries to Pasadena	0.0	0.0	0.0	-139.5	-325.8	-222.9	-64.1	-87.3	-61.7	0.0	0.0	-160.6	-321.8	0.0	-42.4
Net Import/Export	0.0	0.0	0.0	-139.5	-325.8	-222.9	-64.1	-87.3	-30.2	0.0	0.0	-141.8	-321.8	0.0	-40.9
Total Production for Retail Customers	617.7	752.8	776.9	663.5	776.6	904.2	816.3	828.8	792.1	861.9	762.5	849.0	907.2	833.2	800.0
Diversions in Acre-Feet															
Source	1994-1995	1995-1996	1996-1997	1997-1998	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
Hi-Low Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	12.3	0.0	0.0	0.0	0.0	0.0	0.0
House Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.6	0.0	25.6	0.0	0.0	0.0	4.2
Kinneloa Canyon	140.7	50.2	54.3	56.8	48.6	52.1	33.4	28.9	12.2	9.5	31.2	40.4	45.4	27.2	21.4
Eucalyptus Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	9.9	0.0	0.0	0.0	0.0	0.0	0.0
Brown	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	24.9	16.7	0.0	0.0	0.0
Eaton Wash Sub Total	140.7	50.2	54.3	56.8	48.6	52.1	33.4	28.9	38.0	9.5	81.7	57.2	45.4	27.2	25.6
Delores Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	41.4	31.1	21.5	44.5	0.0	0.0	0.0	0.0
Long Tunnel	35.8	37.2	39.2	39.2	38.9	37.7	38.1	38.0	36.0	35.3	46.8	44.7	37.4	36.0	34.3
Far Mesa Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	4.6	0.0	0.0	0.0	0.0	30.2	42.5	0.0	0.0
Glen Wash	429.3	396.3	262.5	321.3	359.1	174.8	156.7	52.7	26.7	28.1	933.9	161.4	74.0	56.7	59.0
Tent Tunnel	5.1	5.5	5.4	5.3	5.8	3.4	2.4	2.3	2.1	2.0	3.2	3.5	2.9	2.5	2.1
Pasadena Glen Sub Total	470.2	439.0	307.1	365.8	403.8	215.9	201.8	134.4	95.9	86.9	1028.5	239.8	156.7	95.2	95.4
Sierra Madre Villa DB Outflow	-256.7	-32.8	-7.2	-33.7	0.0	0.0	0.0	0.0	0.0	0.0	-459.7	0.0	0.0	0.0	0.0
Net Pasadena Glen Sub Total	213.5	406.2	299.9	332.1	403.8	215.9	201.8	134.4	95.9	86.9	568.8	239.8	156.7	95.2	95.4
Total Diverted	354.2	456.4	354.2	388.9	452.4	268.0	235.2	163.3	133.9	96.4	650.5	297.0	202.1	122.4	121.0
Other Data															
	1994-1995	1995-1996	1996-1997	1997-1998	1998-1999	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
Rainfall (inches)	43.6	22.8	22.8	52.3	14.5	18.8	20.0	7.9	24.5	10.1	58.0	21.8	5.8	24.6	16.1
Metered Water Usage (Acre-Feet)	584.3	668.8	679.9	600.4	666.3	782.9	710.9	739.1	717.7	772.6	672.6	785.8	847.3	754.1	729.7
Unmetered Water Loss (Acre-Feet)	33.4	84.0	97.0	63.1	110.3	121.3	105.4	89.7	74.4	89.3	89.8	63.2	59.9	79.0	70.3
Unmetered Water Loss (%)	5.4	11.2	12.5	9.5	14.2	13.4	12.9	10.8	9.4	10.4	11.8	7.4	6.6	9.5	8.8
RBMB Storage Account (Acre-Feet)											326.9	847.9	728.6	797.9	790.0
Power (\$)	71,086	55,137	68,132	57,193	86,488	97,064	77,780	111,676	111,062	100,410	87,537	82,476	112,924	89,011	92,204
Power (\$ per AF of Total Production)	115	73	88	71	78	86	88	122	135	116	115	83	92	107	110

Production in Acre-Feet													27-Year
Source	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Average
Wilcox Well	7.3	7.1	9.5	57.6	11.5	8.7	8.3	5.1	2.7	1.0	1.4	4.9	78.4
K-3 Well	610.6	580.2	708.0	584.2	676.6	574.2	574.4	556.9	706.7	649.0	649.4	745.7	539.6
Total Well	617.8	587.3	717.5	641.9	688.0	582.9	582.7	562.0	709.4	650.1	650.7	750.6	618.0
Hi-Low Tunnel	80.1	98.8	94.3	53.5	36.2	40.2	36.7	40.9	33.5	44.0	52.0	43.8	91.9
House Tunnel	13.8	14.5	15.7	14.3	10.2	0.6	0.0	0.0	0.0	0.0	0.0	0.0	18.0
Eucalyptus Tunnel	37.4	39.8	40.5	40.7	41.5	40.0	39.4	39.0	48.1	44.0	45.6	55.7	46.4
Delores Tunnel	44.8	98.5	57.7	17.4	22.9	11.0	5.1	11.7	2.3	21.0	26.8	14.1	32.3
Far Mesa Tunnel	38.9	41.2	41.2	39.3	38.6	35.9	31.3	28.5	28.8	33.2	33.7	31.3	47.0
Total Tunnel	215.0	292.8	249.3	165.2	149.4	127.6	112.4	120.0	112.7	142.2	158.0	144.9	235.6
Total Production	832.9	880.0	966.8	807.0	837.4	710.5	695.2	682.0	822.1	792.2	808.7	895.5	853.6
Deliveries from Pasadena	0.0	0.0	1.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-0.1	36.7	3.3
Deliveries to Pasadena	-105.1	-217.4	-239.0	-47.8	0.0	-9.0	-86.4	-55.5	-87.2	-133.6	-119.4	-138.8	-98.7
Net Import/Export	-105.1	-217.4	-237.8	-47.8	0.0	-9.0	-86.4	-55.5	-87.2	-133.6	-119.5	-102.0	-95.4
Total Production for Retail Customers	727.8	662.7	729.1	759.3	837.4	701.5	608.8	626.5	734.9	658.6	689.2	793.5	758.2
Diversions in Acre-Feet													27-Year
Source	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Average
Hi-Low Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5
House Tunnel	0.0	0.0	0.0	0.0	0.0	0.3	0.0	0.0	0.0	0.0	14.4	13.2	2.3
Kinneloa Canyon	21.2	37.8	37.8	35.6	27.7	30.4	30.6	33.0	16.8	20.4	18.2	14.6	36.2
Eucalyptus Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4
Brown	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	1.6
Eaton Wash Sub Total	21.2	37.8	37.8	35.6	27.7	30.7	30.6	33.0	16.8	20.8	32.6	27.8	40.8
Delores Tunnel	0.0	0.0	0.0	0.0	0.0	1.7	0.0	0.0	0.0	1.2	0.0	0.0	5.2
Long Tunnel	33.8	39.8	38.4	34.4	29.9	28.5	27.7	33.9	32.7	38.7	41.3	33.5	36.6
Far Mesa Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.9
Glen Wash	45.1	188.0	88.7	89.2	73.1	55.6	52.5	60.5	30.0	52.0	43.5	35.6	159.5
Tent Tunnel	2.0	1.8	2.8	2.3	2.3	2.3	2.3	2.3	2.3	2.3	0.4	0.0	2.8
Pasadena Glen Sub Total	80.8	229.6	129.9	125.9	105.3	88.1	82.4	96.8	65.0	94.1	85.2	69.1	207.0
Sierra Madre Villa DB Outflow	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-29.3
Net Pasadena Glen Sub Total	80.8	229.6	129.9	125.9	105.3	88.1	82.4	96.8	65.0	94.1	85.2	69.1	177.7
Total Diverted	102.1	267.4	167.7	161.4	133.0	118.8	113.0	129.7	81.8	114.9	117.8	96.9	218.5
Other Data													27-Year
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Average
Rainfall (inches)	23.6	31.3	11.8	8.3	5.2	8.2	12.3	24.1	10.3	27.8	19.5	5.6	20.4
Metered Water Usage (Acre-Feet)	771.0	590.8	654.9	696.2	805.1	642.7	522.9	568.8	685.3	628.9	579.1	676.0	686.4
Unmetered Water Loss (Acre-Feet)	61.9	71.8	74.2	63.1	32.4	58.8	85.8	57.7	49.6	29.7	110.2	117.4	75.7
Unmetered Water Loss (%)	8.5	10.8	10.2	8.3	3.9	8.4	14.1	9.2	6.8	4.5	16.0	14.8	10.0
RBMB Storage Account (Acre-Feet)	790.0	790.0	790.0	790.0	790.0	790.0	790.0	790.0	790.0	790.0	782.1	766.6	761.2
Power (\$)	92,700	92,700	93,964	105,248	113,611	114,917	103,595	117,767	127,709	116,189	128,377	152,357	98,493
Power (\$ per AF of Total Production)	111	105	97	130	136	162	149	173	155	147	159	170	118

Figure 2
Total Production
July through June

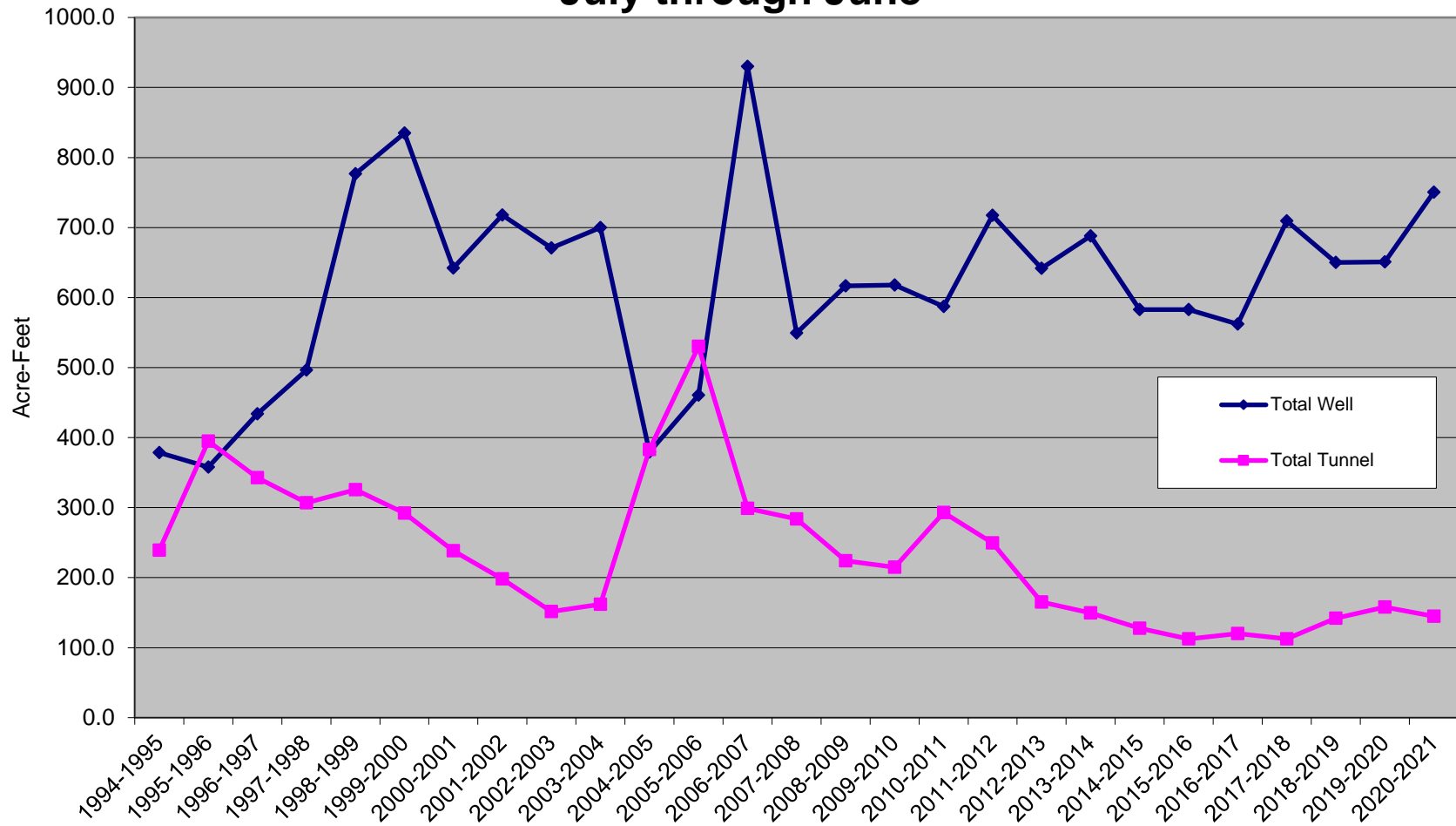


Figure 3
2020-2021 Production Sources
July through June

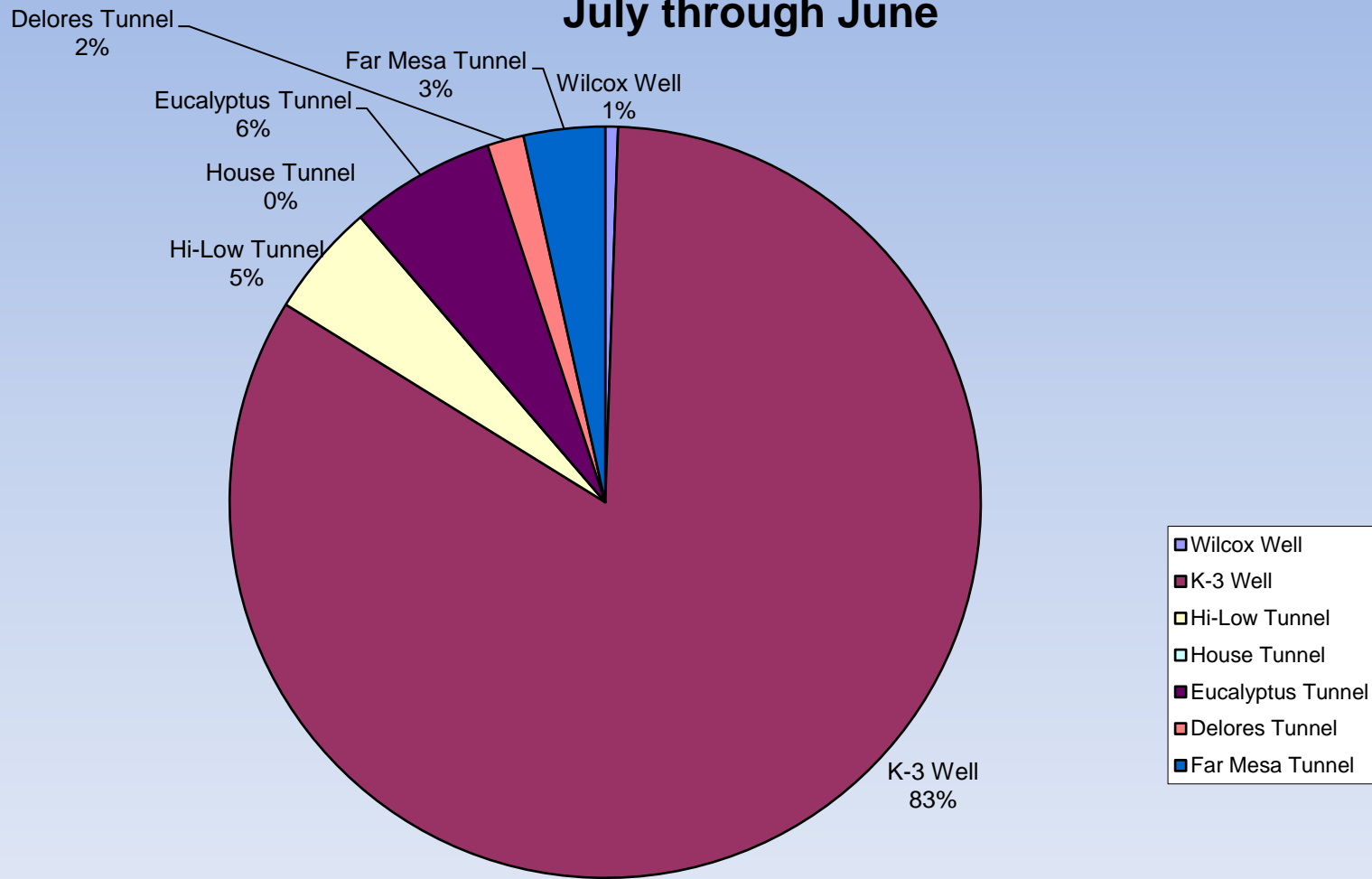
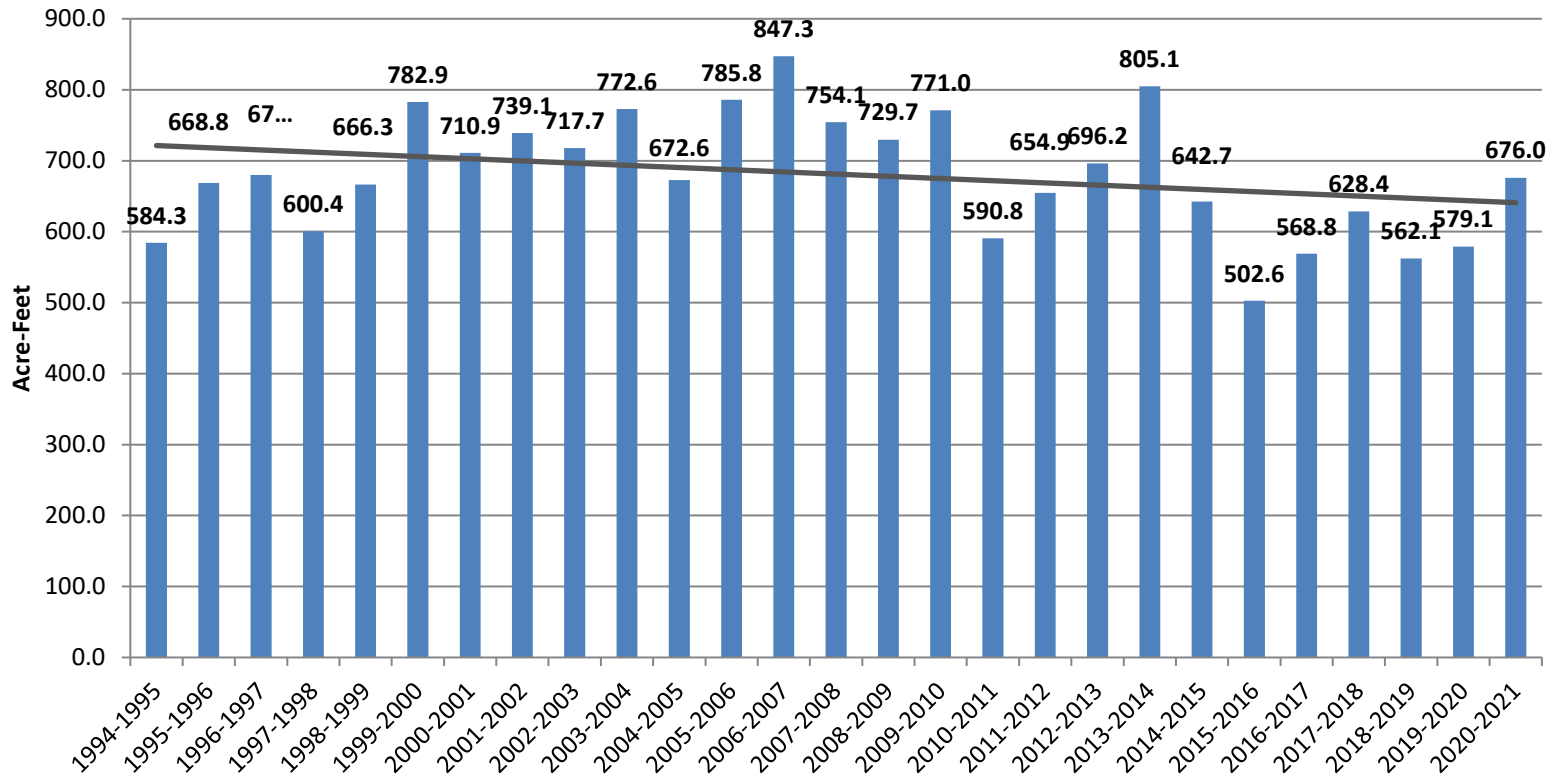


Figure 4
Annual Water Sales
July through June



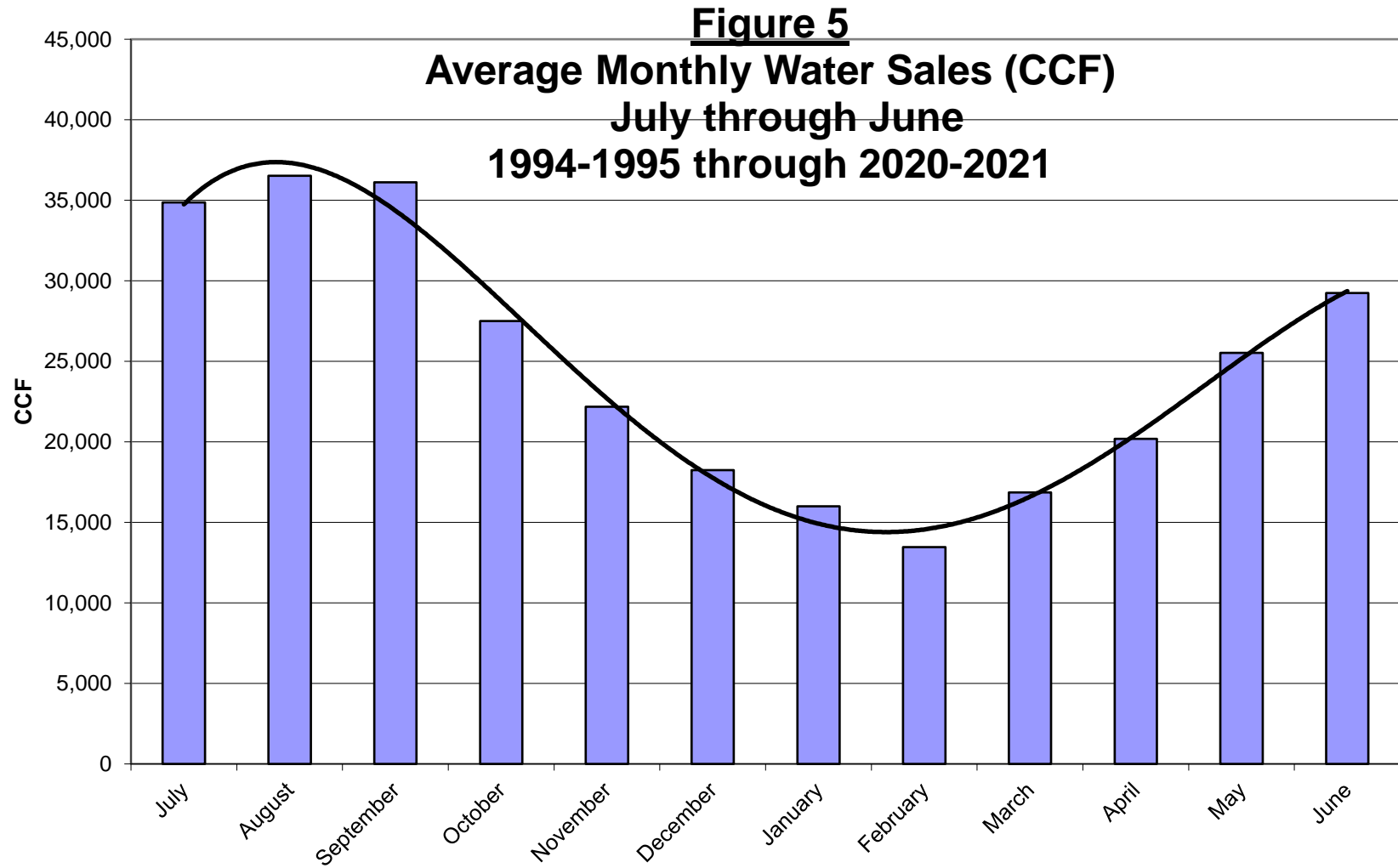
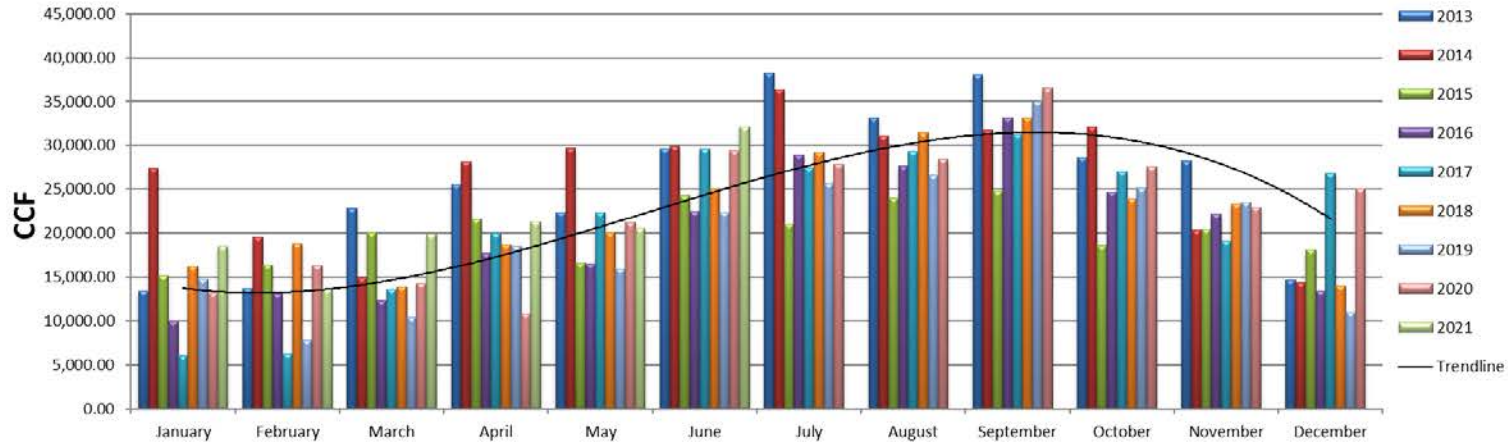


Figure 6
Total Monthly Water Sales
2013 through June 30, 2021



Monthly Unit Sales

	2013	2014	2015	2016	2017	2018	2019	2020	2021
January	13,433.84	27,346.09	15,139.14	9,976.03	6,087.44	16,209.81	14,799.07	13,257.20	18,537.86
February	13,647.60	19,531.19	16,426.97	13,087.06	6,260.89	18,825.09	7,814.78	16,296.98	13,558.64
March	22,864.75	14,992.66	20,017.80	12,329.17	13,607.67	13,905.15	10,428.68	14,285.12	19,891.95
April	25,580.22	28,144.68	21,618.07	17,691.97	19,985.39	18,676.28	18,528.34	10,780.05	21,303.24
May	22,344.18	29,731.87	16,540.07	16,451.27	22,399.45	20,065.74	15,942.43	21,173.67	20,512.14
June	29,605.73	29,878.35	24,248.07	22,444.33	29,548.21	25,095.13	22,403.98	29,448.17	32,119.81
July	38,314.11	36,366.62	21,045.33	28,938.82	27,507.42	29,171.12	25,606.25	27,820.42	
August	33,199.17	31,022.84	24,001.09	27,685.37	29,322.57	31,398.23	26,596.35	28,451.82	
September	38,084.37	31,754.34	24,753.39	33,175.96	31,192.59	33,153.90	34,990.24	36,520.21	
October	28,679.52	32,084.57	18,597.68	24,632.13	27,026.88	23,936.21	25,178.15	27,531.69	
November	28,223.52	20,371.82	20,412.15	22,153.05	19,043.64	23,302.79	23,561.50	22,972.40	
December	14,695.84	14,383.35	18,124.47	13,392.46	26,845.02	13,968.63	10,982.31	25,083.68	
Total	308,672.85	315,608.38	240,924.23	241,957.62	258,827.17	267,708.08	236,832.08	273,621.41	125,923.64

Figure 7
Rainfall
July through June

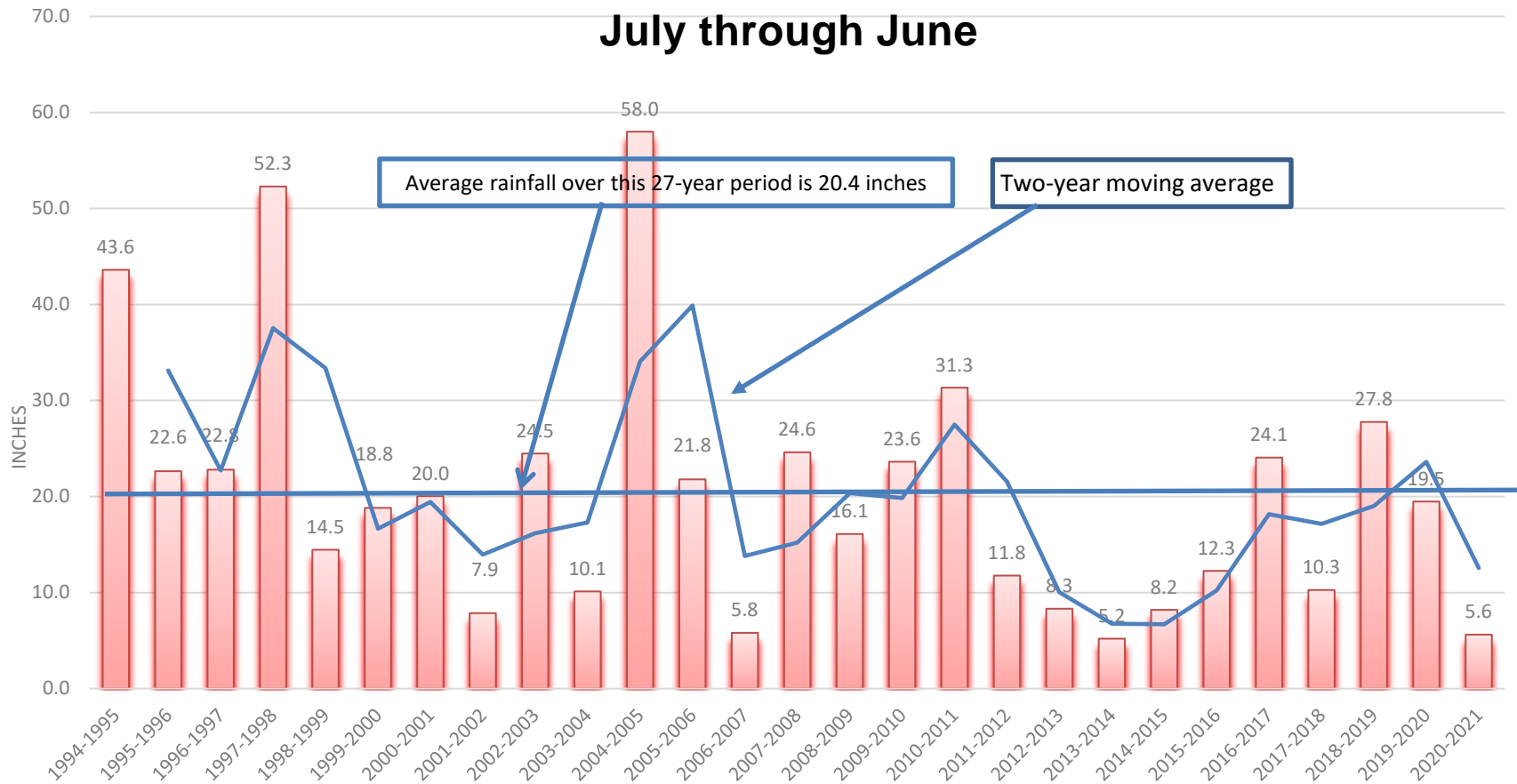


Figure 8
Power Cost in Dollars per Acre-Foot of
Total Production

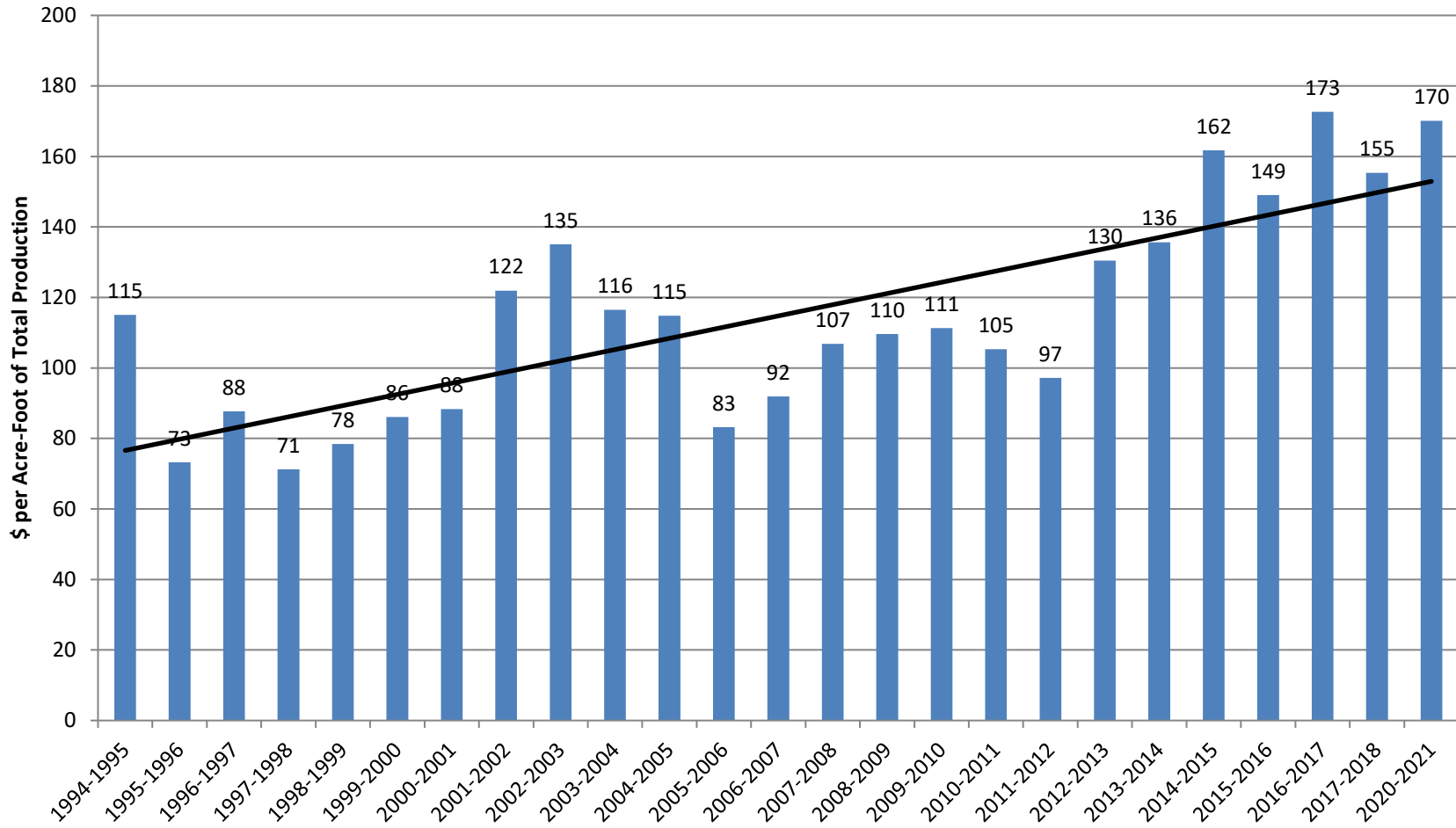
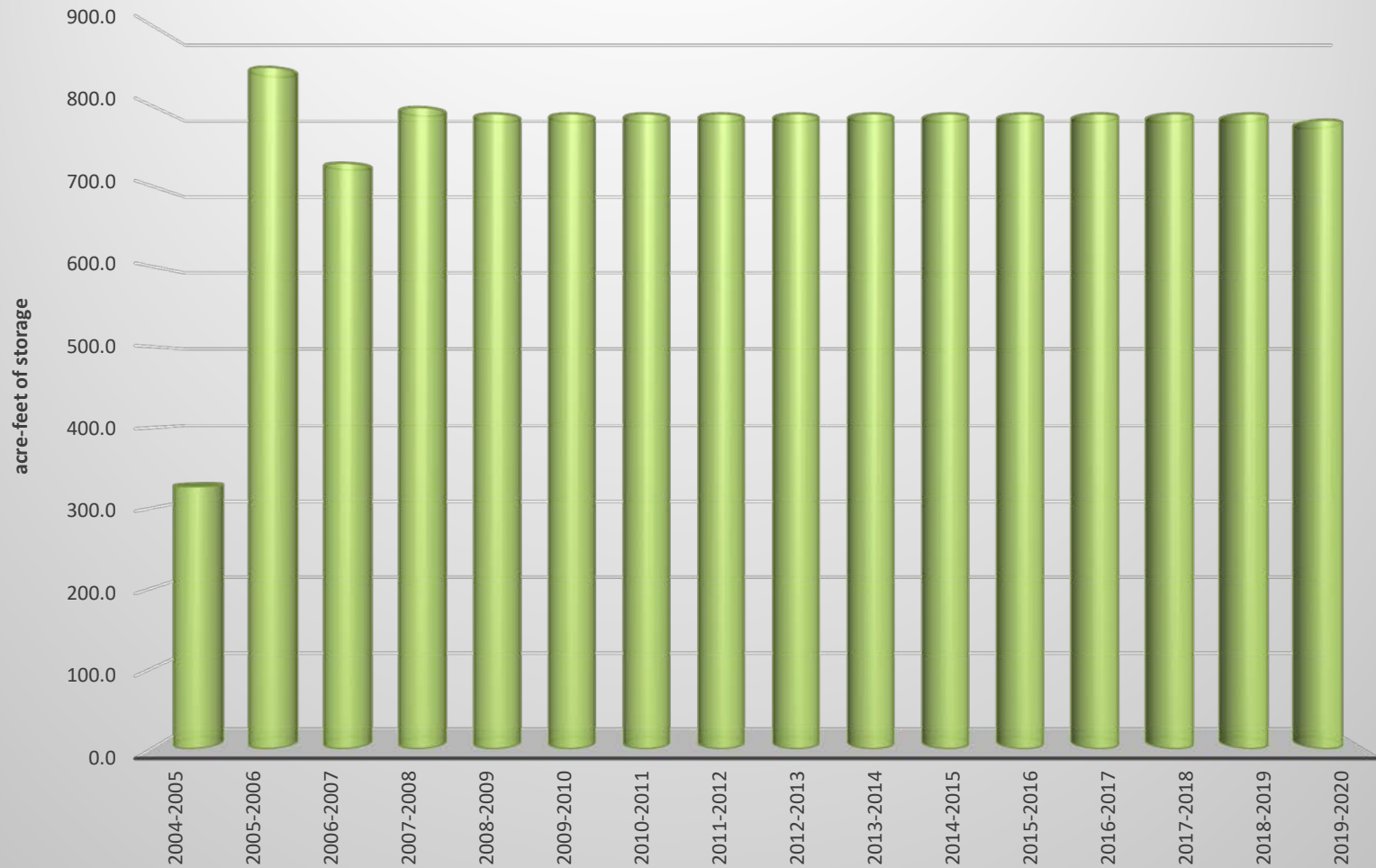


Figure 9
Long Term Storage





Memo

Date: September 10, 2021
To: Board of Directors
From: Mel Matthews, General Manager
Subject: Proposed 2022 Budget

Attached for your review are five documents to aid in our discussion of the proposed 2021 budget:

- **10-year Actual and Forecasted Income and Expenses**
- **2022 Budget Worksheet**
- **Proposed 2022 Budget**
- **Water Sales January 2013 through June 2021**
- **Water Rate Survey**

The **10-year Actual and Forecasted Income and Expense** document shows the actual income and expenses for the past five years and the forecasted income and expenses for the next five years including the proposed budget for 2022.

The **2022 Budget Worksheet** provides a comparison of the 2020 budget, the 2020 yearend forecast and the proposed 2021 budget with explanatory notes.

The **Proposed 2022 Budget** provides a summary of the budget, a breakdown of the revenues, expenses, recommended capital expenditures and the reserve balance. This becomes the official budget of the District when approved. No change in water rates is proposed.

The **Water Sales January 2013 through June 2021** provides a monthly snapshot of water usage and shows the variability of water sales within each month primarily due to weather. The trend for annual water sales is downward but the drought conditions and weather patterns have caused a significant increase in water sales as compared to last year. The budgeted usage for 2022 of 212,477 units is the same as last year.

The **Water Rate Survey** provides a comparison of the proposed rates for the KID to the seven other Foothill Municipal Water District agencies plus the Cities of Sierra Madre and Pasadena. Since this comparison does not present the most recent or the proposed rates for several agencies, be aware that the current rates for some agencies are higher than shown in this table. Furthermore, some of the rates do not include fees for capital improvements, fire protection and reserve funds.

The example of monthly charges shown at the bottom of the table is based on a 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 may 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 may 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.

Revenue

The projected 2022 revenue is based on the current rates which were effective on January 1, 2021 and the forecasted water sales for 2021. An increase in rates has not been proposed since the forecasted revenue for 2021 is significantly higher than the budgeted amount and the forecasted expenditures for 2021 are lower than budgeted. If conservation by our customers and/or weather conditions reduces water sales in 2022, we would have water available for sale to Pasadena. Therefore, an amount for wholesale water sales is in the budget for 2022. If customer demand increases over my projection, the revenue generated by our customers will make up for any revenue shortfall in wholesale water sales.

Expenses

The proposed 2022 expenses are mostly the same as those approved for the 2021 budget. The difference (if any) and an explanation is provided on expenses that are changed from the 2021 budget. The increase in salary for operations labor includes the additional facilities operator position which was filled in September 2020. The increase in other salary categories is for the anticipated cost of living and merit increases.

The recommended capital improvement and maintenance expenditures for 2022 include \$700,000 for the construction of a pipeline project. The engineering of this major project is still in progress and bidding to determine actual costs is anticipated to be in the 1st quarter of 2022. So, consider this expense to be placeholder. As in past years, some projects can be deferred if necessary to maintain the desired net cash flow and all projects will be evaluated and prioritized as the year progresses. Additional projects may be presented during the year for approval if the actual cash flow exceeds the budgeted amount.

The current recommendation is to continue to use reserves for capital improvement and maintenance projects. However, to maintain our reserve funds at current levels and accomplish the capital and preventative maintenance projects, it may be necessary to increase rates about 3% a year in future years to rebuild our reserve fund and cover our existing debt service payments. I used a 2.5% annual increase in most expense categories in the **10-year Actual and Forecasted Income and Expense** document. This is consistent with the average annual inflation rate as measured by the Consumer Price Index over the past few years.

10-Year Actual and Forecasted Income and Expenses

Account	Account Description	2026 Forecast	2025 Forecast	2024 Forecast	2023 Forecast	2022 Budget	2021 Forecast	2020 Actual	2019 Actual	2018 Actual	2017 Actual	5-Year Average	10-Year Total
4000	Water Sales	1,688,263	1,639,091	1,591,350	1,545,000	1,500,000	1,662,238	1,549,100	1,432,859	1,579,233	1,521,355	1,548,957	15,708,489
4015	Wholesale Water Sales	112,551	109,273	106,090	103,000	100,000	148,034	125,407	112,003	92,049	88,347	113,168	1,096,753
4020	Service/Installation Charges	11,255	10,927	10,609	10,300	10,000	11,765	8,805	10,738	19,449	26,959	15,543	130,808
4025	Asset Sale	0	0	0	0	0	0	0	0	0	0	0	0
4035	Interest-Reserve Fund	7,879	7,649	7,426	7,210	7,000	6,872	27,155	38,002	13,250	13,010	19,658	135,453
4036	Unrealized Gain(Loss)-CalTRUST	25,000	25,000	25,000	25,000	25,000	-3,697	26,557				11,430	147,860
4050	Capacity Charge	0	0	0	0	0	3,000	0	0	0		750	3,000
4070	Misc. Income	0	0	0	0	0	7,955	0	5,969	10,845	3,943	5,742	28,712
	Total Income	1,844,948	1,791,940	1,740,475	1,690,510	1,642,000	1,836,167	1,737,023	1,599,571	1,714,826	1,653,613	1,708,240	17,251,074
5000	Leased Water Rights	0	0	0	0	63,135	63,135	63,135	63,135	63,135	63,135	0	50,508
5005	Electricity	120,000	120,000	120,000	120,000	150,000	152,134	128,858	120,273	127,199	122,814	130,256	1,281,278
5010	Maintenance Supplies	33,114	32,307	31,519	30,750	30,000	31,465	36,558	34,259	35,425	28,159	33,173	323,557
5011	Material and Labor for Install	11,038	10,769	10,506	10,250	10,000	3,333	3,333	3,333	1,481	10,703	4,437	74,747
5012	Safety Equipment	2,208	2,154	2,101	2,050	2,000	1,997	1,215	2,028	362	452	1,211	16,567
5015	Operations & Maintenance Labor	332,910	324,790	316,869	309,140	301,600	262,261	196,772	193,201	168,869	133,728	190,966	2,540,140
5016	Operations & Maintenance OT	17,109	16,692	16,285	15,888	15,500	15,495	15,033	12,957	8,123	22,983	14,918	156,064
5020	Stand-by Compensation	10,950	10,950	10,950	10,950	10,980	10,980	11,190	10,580	7,350	7,410	9,502	102,290
5022	Training/Certification	1,766	1,723	1,681	1,640	1,600	698	683	1,448	850	725	881	12,815
5025	Water Treatment/Analysis	27,595	26,922	26,266	25,625	25,000	19,490	28,588	23,664	22,540	15,108	21,878	240,799
5030	Maintenance Contractors	154,534	150,765	147,088	143,500	140,000	138,889	131,876	151,179	114,816	129,294	133,211	1,401,940
5034	Equipment Maintenance	22,076	21,538	21,013	20,500	20,000	16,496	18,466	15,452	9,002	10,140	13,911	174,682
5035	Vehicle Maintenance	17,661	17,230	16,810	16,400	16,000	16,063	10,649	9,783	8,219	5,040	9,951	133,855
5036	Fuel - All Equipment	22,076	21,538	21,013	20,500	20,000	14,655	15,304	14,814	11,712	7,849	12,867	169,460
5040	Equipment Rental	500	500	500	500	500	12,479	0	500	0	0	2,596	15,479
5045	Insurance-Workers Comp.	22,076	21,538	21,013	20,500	20,000	14,340	15,279	19,694	14,300	9,434	14,609	178,174
5046	Insurance-Liability	18,765	18,307	17,861	17,425	17,000	16,650	15,418	14,534	14,285	14,264	15,030	164,508
5048	Insurance-Property	2,760	2,692	2,627	2,563	2,500	2,708	2,110	1,464	1,767	1,925	1,995	23,115
5049	Insurance-Medical	113,969	111,189	108,477	105,831	103,250	89,830	88,193	84,077	77,370	68,322	81,558	950,508
6000	Engineering Services	52,431	51,152	49,905	48,688	47,500	30,153	43,625	31,137	4,770	10,955	24,128	370,316
6005	Watermaster Services	12,000	12,000	12,000	12,000	16,000	13,047	11,022	10,567	10,740	11,039	11,283	120,415
6015	Administrative Salary	175,065	170,795	166,629	162,565	158,600	144,760	143,324	137,868	134,291	130,064	138,062	1,523,961
6017	Administrative Travel	3,311	3,231	3,152	3,075	3,000	1,482	1,403	1,677	1,399	2,933	1,779	24,663
6020	BofD Compensation	5,600	5,600	5,600	5,600	8,400	6,150	5,600	5,167	5,000	5,200	5,763	59,617
6021	Administrative & Board Exp.	1,104	1,077	1,051	1,025	1,000	358	365	333	0	953	402	7,266
6022	B of D Election	12,500	12,500	12,500	0	12,500	0	211	12,500	81	0	2,558	62,792
6024	Customer/Public Information	4,415	4,308	4,203	4,100	4,000	2,400	2,480	700	1,688	1,533	1,760	29,826
6025	PERS - KID	52,983	51,691	50,430	49,200	48,000	46,662	37,565	32,597	32,381	225,918	75,025	627,427
6030	Social Security - KID	39,737	38,768	37,823	36,900	36,000	34,983	29,069	27,639	24,807	21,569	27,614	327,296
6031	Medicare - KID	9,382	9,154	8,930	8,713	8,500	8,174	6,805	6,270	5,837	5,058	6,429	76,823
6035	Office/Computer Supplies	7,727	7,538	7,354	7,175	7,000	6,683	6,530	7,131	6,406	7,296	6,809	70,841
6036	Postage/Delivery	5,519	5,384	5,253	5,125	5,000	4,085	4,343	4,591	2,883	3,803	3,941	45,987
6040	Professional Dues	17,661	17,230	16,810	16,400	16,000	14,650	14,107	13,367	10,644	10,608	12,675	147,477
6045	Legal	16,557	16,153	15,759	15,375	15,000	11,819	12,374	12,169	8,425	2,205	9,399	125,838
6050	Telephone	4,967	4,846	4,728	4,613	4,500	4,050	4,467	3,995	4,276	3,995	4,237	44,836
6051	Mobile Telephone	552	538	525	513	500	272	250	1,183	920	804	686	6,057
6052	Pagers	552	538	525	513	500	418	415	479	340	431	417	4,712
6053	Internet Service	1,766	1,723	1,681	1,640	1,600	2,929	840	744	1,205	1,006	1,345	15,134
6059	Computer/Software Maintenance	13,246	12,923	12,608	12,300	12,000	10,119	9,454	9,105	14,832	5,544	9,811	112,130
6061	Office Equipment Maintenance	1,104	1,077	1,051	1,025	1,000	333	333	695	0	129	298	6,746
6065	Accounting Services	7,727	7,538	7,354	7,175	7,000	6,400	7,700	7,100	6,750	6,750	6,940	71,494
6070	Office & Accounting Labor	144,599	141,073	137,632	134,275	131,000	121,704	111,077	89,643	93,934	61,425	95,557	1,166,362
6075	Professional/Contract Services	30,907	30,153	29,418	28,700	28,000	25,923	26,039	31,509	28,996	27,980	28,089	287,624
6080	Capital and Administrative Fee	13,731	13,397	13,070	12,751	12,440	12,357	11,287	9,280	8,470	8,109	9,901	114,892
6081	Permits/Fees	16,557	16,153	15,759	15,375	15,000	10,338	10,888	11,490	7,308	7,333	9,471	126,202
6086	Taxes - Use	3,863	3,769	3,677	3,588	3,500	3,388	3,499	39	84	276	1,457	25,684
6088	Interest Expense	28,379	34,447	40,304	45,955	51,406	59,222	61,735	66,628	71,290	75,916	66,958	535,282

10-Year Actual and Forecasted Income and Expenses

Account	Account Description	2026 Forecast	2025 Forecast	2024 Forecast	2023 Forecast	2022 Budget	2021 Forecast	2020 Actual	2019 Actual	2018 Actual	2017 Actual	5-Year Average	10-Year Total
6120	Bank Service Charges	11,038	10,769	10,506	10,250	10,000	9,247	8,357	6,852	6,546	6,646	7,530	90,212
	Total Expenses	1,626,089	1,597,129	1,568,812	1,528,623	1,614,011	1,475,204	1,359,526	1,319,231	1,181,111	1,233,830	1,313,780	14,503,565
	NET REVENUES	218,859	194,811	171,664	161,887	27,989	360,963	377,497	280,340	533,715	419,783	394,460	2,747,509
	Capital and Planned Maintenance Expenditures												
1504	Water Mains	20,000	20,000	20,000	100,000	700,000	368,793	443,464	0	0	1,099,600	382,371	2,751,856
1505	Water Tunnels	0	0	0	0	10,000	4,200	0	0	0	23,089	5,458	37,289
1506	K-3 Well	50,000	50,000	50,000	0	0	0	0	0	0	6,695	1,339	106,695
1511	Water Treatment Plant	1,000	1,000	1,000	1,000	6,000	1,898	9,626	5,751	1,990	0	3,853	28,265
1512	Water Meters	5,000	5,000	5,000	5,000	200,000	37,150	2,996	9,000	16,158	5,509	14,163	285,813
1513	Electrical/Electronic Equipment	5,000	5,000	5,000	5,000	5,000	0	0	5,000	0	0	1,000	25,000
1514	Computer/Office Equipment	5,000	5,000	5,000	5,000	5,000	1,276	0	4,716	8,035	3,629	3,531	37,656
1515	Vehicles & Portable Equipment	40,000	40,000	40,000	0	45,000	0	68,054	0	0	0	13,611	193,054
1516	Water Company Facilities	10,000	10,000	10,000	10,000	30,000	0	33,800	20,000	0	0	10,760	113,800
1517	KID Office									538		538	538
1523	Construction in Progress - Vosburg	0	0	0	0	0	0	0	0	0	-1,555,035	-311,007	-1,555,035
1524	Construction in Progress - East/We	0	0	0	0	0	0	0	0	0	-713,677	-142,735	-713,677
1526	Vosburg Booster	0	0	0	0	0	0	0	0	0	1,555,035	311,007	1,555,035
1527	SCADA	10,000	10,000	10,000	10,000	10,000	0	11,960	42,260	29,853	23,318	21,478	147,391
1528	Tank and Reservoir Maintenance	0	0	0	0	0	0	0	0	0	0	0	0
1530	Tools	1,500	1,500	1,500	1,500	3,000	0	0	0	0	0	0	7,500
2400	Installment Purchase Agreement	171,824	165,754	159,896	154,546	148,796	143,124	138,467	133,574	128,912	124,286	133,673	1,297,356
	Total Other Expenditures	319,324	313,254	307,396	292,046	1,162,796	556,441	708,366	220,301	185,486	572,448	448,609	4,318,536
	NET CASH FLOW	-100,465	-118,443	-135,733	-130,159	-1,134,807	-195,478	-330,869	60,039	348,229	-152,665	-54,149	-1,789,886

Kinneloa Irrigation District 2021 Budget Worksheet (Proposed Rates)

Account	Account Description	Adopted 2021 Budget	2021 FYE Forecast as of 7/31/2020	Variance of 2021 FYE Forecast to 2021 Budget	Proposed 2022 Budget	Variance of Proposed 2022 Budget to 2021 Budget	Notes
4000	Water Sales	1,500,000	1,662,238	162,238	1,500,000	0	
4015	Wholesale Water Sales	100,000	148,034	48,034	100,000	0	
4020	Service Charges	10,000	11,765	1,765	10,000	0	
4035	Interest-Reserve Fund	15,000	6,872	-8,128	7,000	-8,000	Lower interest/dividend rate
	Unrealized Gain(Loss)-Cal TRUST	25,000	-3,697	-28,697	25,000	0	
	Capacity Chare	0	3,000	3,000	0	0	
4036	Misc. Income	0	7,955	7,955	0	0	
	Total Income	1,650,000	1,836,167	186,167	1,642,000	-8,000	
5000	Leased Water Rights	63,135	63,135	0	63,135	0	
5005	Electricity	125,000	152,134	27,134	150,000	25,000	Expected rate increase
5010	Maintenance Supplies	30,000	31,465	1,465	30,000	0	
5011	Material and Labor for Install	10,000	3,333	-6,667	10,000	0	
5012	Safety Equipment	1,600	1,997	397	2,000	400	Replace obsolete PPE
5015	Operations & Maintenance Labor	290,500	262,261	-28,239	301,600	11,100	Cost of living and merit increases
5016	Non-Emergency Operations OT	15,500	15,495	-5	15,500	0	
5020	Stand-by Compensation	10,980	10,980	0	10,980	0	
5022	Training/Certification	1,600	698	-902	1,600	0	
5025	Water Treatment/Analysis	22,000	19,490	-2,510	25,000	3,000	Price increases on laboratory analysis and chemicals
5030	Maintenance Contractors	140,000	138,889	-1,111	140,000	0	
5034	Equipment Maintenance	20,000	16,496	-3,504	20,000	0	
5035	Vehicle Maintenance	15,000	16,063	1,063	16,000	1,000	One additional vehicle in fleet
5036	Fuel - All Equipment	20,000	14,655	-5,345	20,000	0	
5040	Equipment Rental	500	12,479	11,979	500	0	
5045	Insurance-Workers Comp.	20,000	14,340	-5,660	20,000	0	
5046	Insurance-Liability	16,000	16,650	650	17,000	1,000	Premium Increase
5048	Insurance-Property	2,500	2,708	208	2,500	0	
5049	Insurance-Medical	103,250	89,830	-13,420	103,250	0	
6000	Engineering Services	47,500	30,153	-17,347	47,500	0	
6005	Watermaster Services	12,000	13,047	1,047	16,000	4,000	Assessment increase to fund future RBMB projects to replenish basin
6015	Administrative Salary	158,600	144,760	-13,840	158,600	0	
6017	Administrative Travel	3,000	1,482	-1,518	3,000	0	
6020	BofD Compensation	8,400	6,150	-2,250	8,400	0	
6021	Administrative & Board Expense	1,000	358	-642	1,000	0	
6022	Board of Directors Election	12,500	0	-12,500	12,500	0	
6024	Customer/Public Information	2,000	2,400	400	4,000	2,000	Increased customer outreach
6025	PERS - KID	42,000	46,662	4,662	48,000	6,000	Increased payroll taxes
6030	Social Security - KID	34,000	34,983	983	36,000	2,000	Increased payroll taxes
6031	Medicare - KID	8,000	8,174	174	8,500	500	Increased payroll taxes
6035	Office/Computer Supplies	7,000	6,683	-317	7,000	0	
6036	Postage/Delivery	5,000	4,085	-915	5,000	0	
6040	Professional Dues	15,000	14,650	-350	16,000	1,000	Dues increase
6045	Legal Services	15,000	11,819	-3,181	15,000	0	
6050	Telephone	4,500	4,050	-450	4,500	0	
6051	Mobile Communications	500	272	-228	500	0	
6052	Pagers	500	418	-82	500	0	
6053	Internet Service	1,000	2,929	1,929	1,600	600	Increase in remote access service
6059	Computer/Software Maintenance	12,000	10,119	-1,881	12,000	0	
6061	Office Equipment Maintenance	1,000	333	-667	1,000	0	
6065	Accounting Services	7,000	6,400	-600	7,000	0	

Kinneloa Irrigation District 2021 Budget Worksheet (Proposed Rates)

Account	Account Description	Adopted 2021 Budget	2021 FYE Forecast as of 7/31/2020	Variance of 2021 FYE Forecast to 2021 Budget	Proposed 2022 Budget	Variance of Proposed 2022 Budget to 2021 Budget	Notes
6070	Office & Accounting Labor	125,750	121,704	-4,046	131,000	5,250	Cost of living and merit increases
6075	Professional/Contract Services	28,000	25,923	-2,077	28,000	0	
6080	Administrative Fees	12,440	12,357	-83	12,440	0	
6081	Permits/Fees	15,000	10,338	-4,662	15,000	0	
6086	Taxes - Sales/Use	3,500	3,388	-112	3,500	0	
6088	Interest Expense	56,664	59,222	2,558	51,406	-5,258	Interest expense decreases with remaining balance
6120	Bank Service Charges	9,000	9,247	247	10,000	1,000	Increased bank fees and credit card processing fees
Total Expenses		1,555,419	1,475,205	-80,214	1,614,011	58,592	
NET REVENUES		94,581	360,962	266,381	27,989	-66,592	
Other Expenditures							
1504	Water Mains	500,000	368,793	-131,207	700,000	200,000	Brown/Glen Pipeline Project
1505	Water Tunnels	10,000	4,200	-5,800	10,000	0	
1511	Water Treatment Plant	6,000	1,898	-4,102	6,000	0	
1512	Water Meters	20,000	37,150	17,150	200,000	180,000	Advanced water meter project
1513	Electrical/Electronic Equipment	5,000	0	-5,000	5,000	0	
1514	Computer/Office Equipment	5,000	1,276	-3,724	5,000	0	
1515	Vehicles/Portable Equipment	45,000	0	-45,000	45,000	0	
1516	Water Company Facilities	30,000	0	-30,000	30,000	0	
1527	SCADA	10,000	0	-10,000	10,000	0	
1530	Tools	3,000	0	-3,000	3,000	0	
2400	Installment Purchase Agreement	143,538	143,124	-414	148,796	5,258	Principal increases with remaining balance
Total Other Expenditures		777,538	556,441	-221,097	1,162,796	385,258	
NET CASH FLOW		-682,957	-195,479	487,478	-1,134,807	-451,850	RESERVE FUNDS WILL BE USED FOR CAPITAL IMPROVEMENT PROJECTS AS NEEDED

Kinneloa Irrigation District 2022 Budget (Proposed)

Account	Account Description	2021 Budget
4000	Water Sales	1,500,000
4015	Wholesale Water Sales	100,000
4020	Service Charges	10,000
4035	Interest-Reserve Fund	7,000
4036	Unrealized Gain(Loss)-Cal TRUST	25,000
Total Income		1,642,000
5000	Leased Water Rights	63,135
5005	Electricity	150,000
5010	Maintenance Supplies	30,000
5011	Material and Labor for Installs	10,000
5012	Safety Equipment	2,000
5015	Operations & Maintenance Labor	301,600
5016	Operations & Maintenance OT	15,500
5020	Stand-by Compensation	10,980
5022	Training/Certification	1,600
5025	Water Treatment/Analysis	25,000
5030	Maintenance Contractors	140,000
5034	Equipment Maintenance	20,000
5035	Vehicle Maintenance	16,000
5036	Fuel - All Equipment	20,000
5040	Equipment Rental	500
5045	Insurance-Workers Compensation	20,000
5046	Insurance-Liability	17,000
5048	Insurance-Property	2,500
5049	Insurance-Medical	103,250
6000	Engineering Services	47,500
6005	Watermaster Services	16,000
6015	Administrative Salary	158,600
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	4,000
6025	PERS - KID	48,000
6030	Social Security - KID	36,000
6031	Medicare - KID	8,500
6035	Office/Computer Supplies	7,000
6036	Postage/Delivery	5,000
6040	Professional Dues	16,000
6045	Legal Services	15,000
6050	Telephone	4,500
6051	Mobile Telephone	500
6052	Pagers	500
6053	Internet Service	1,600
6059	Computer/Software Maintenance	12,000
6061	Office Equipment Maintenance	1,000
6065	Accounting Services	7,000
6070	Office & Accounting Labor	131,000
6075	Professional/Contract Services	28,000
6080	Administrative Fees	12,440
6081	Permits/Fees	15,000
6086	Sales/Use Tax	3,500
6088	Interest Expense	51,406
6120	Bank Service Charges	10,000
Total Expenses		1,614,011
NET REVENUES		27,989

Account	Account Description	2021 Budget
Recommended Expenditures for Capital Improvement Projects*		
1504	Water Mains	700,000
1505	Water Tunnels	10,000
1511	Water Treatment Plant	6,000
1512	Water Meters	200,000
1513	Electrical/Electronic Equipment	5,000
1514	Computer/Office Equipment	5,000
1515	Vehicles/Portable Equipment	45,000
1516	Water Company Facilities	30,000
1527	SCADA	10,000
1530	Tools	3,000
2400	Installment Purchase Agreement	148,796
Total Other Expenditures		1,162,796
NET CASH FLOW		-1,134,807

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

PROPOSED RATES FOR 2022 (No Change)

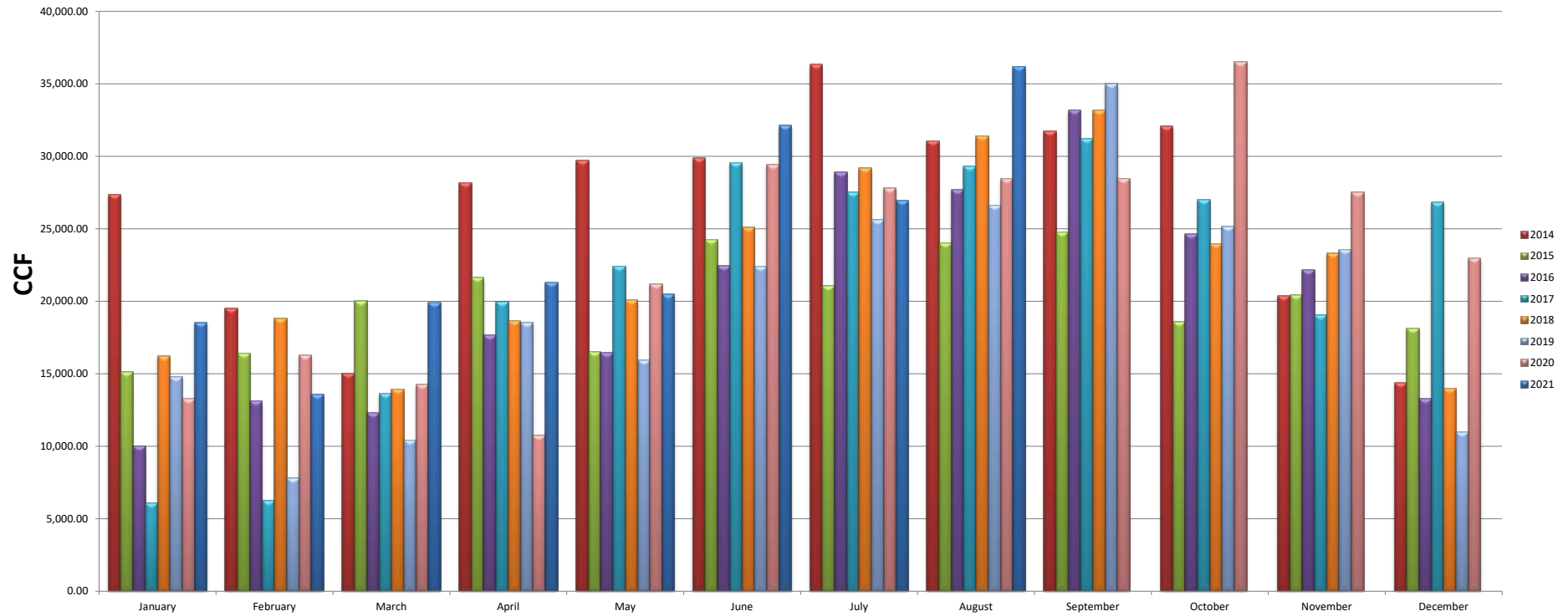
Daily Service Charge (Charge Per Average Month)	\$2.34 (\$71.18)
Usage Charge	\$4.70 per unit

Water Sales, Units	212,477
Usage Charge Per Unit	\$4.70
Annual Usage (Commodity) Revenue	\$998,643
Daily Service Charge	\$2.34
Annual Daily Service Charge Revenue	\$501,357
Annual Water Sales	\$1,500,000
Wholesale Water Sales	\$100,000
Other Annual Revenue	\$42,000
Total Revenue	\$1,642,000
Total Expenses	\$1,614,011
Net Revenues	\$27,989
Improvement Projects and Debt Service	\$1,162,796
Annual Net Cash Flow	-\$1,134,807
Reserve Fund Balance (Beginning)*	\$2,069,594
Reserve Fund Balance (Year End)*	\$934,787
Average Monthly Charge for Low Usage (10 units)	\$118
Average Monthly Charge for Medium Usage (50 units)	\$306
Average Monthly Charge for High Usage (100 units)	\$541

*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.

Water Sales

January 2013 through August 2021



Month\Year	2014	2015	Percentage 2015 vs. 2014	2016	Percentage 2016 vs. 2015	2017	Percentage 2017 vs. 2016	2018	Percentage 2018 vs. 2017	2019	Percentage 2019 vs. 2018	2020	Percentage 2020 vs. 2019	2021	Percentage 2021 vs. 2020
January	27,346.09	15,139.14	-44.6%	9,976.03	-34.1%	6,087.44	-39.0%	16,209.81	166.3%	14,799.07	-8.7%	13,257.20	-10.4%	18,537.86	39.8%
February	19,531.19	16,426.97	-15.9%	13,087.06	-20.3%	6,260.89	-52.2%	18,825.09	200.7%	7,814.78	-58.5%	16,296.98	108.5%	13,558.64	-16.8%
March	14,992.66	20,017.80	33.5%	12,329.17	-38.4%	13,607.67	10.4%	13,905.15	2.2%	10,428.68	-25.0%	14,285.12	37.0%	19,891.95	39.2%
April	28,144.68	21,618.07	-23.2%	17,691.97	-18.2%	19,985.39	13.0%	18,676.28	-6.6%	18,528.34	-0.8%	10,780.05	-41.8%	21,303.24	97.6%
May	29,731.87	16,540.07	-44.4%	16,451.27	-0.5%	22,399.45	36.2%	20,065.74	-10.4%	15,942.43	-20.5%	21,173.67	32.8%	20,512.14	-3.1%
June	29,878.35	24,248.07	-18.8%	22,444.33	-7.4%	29,548.21	31.7%	25,095.13	-15.1%	22,403.98	-10.7%	29,448.17	31.4%	32,119.81	9.1%
July	36,366.62	21,045.33	-42.1%	28,938.82	37.5%	27,507.42	-4.9%	29,171.12	6.0%	25,606.25	-12.2%	27,820.42	8.6%	26,919.11	-3.2%
August	31,022.84	24,001.09	-22.6%	27,685.37	15.4%	29,322.57	5.9%	31,398.23	7.1%	26,596.35	-15.3%	28,451.82	7.0%	36,195.86	27.2%
September	31,754.34	24,753.39	-22.0%	33,175.96	34.0%	31,192.59	-6.0%	33,153.90	6.3%	34,990.24	5.5%	28,451.82	-18.7%		-100.0%
October	32,084.57	18,597.68	-42.0%	24,632.13	32.4%	27,026.88	9.7%	23,936.21	-11.4%	25,178.15	5.2%	36,520.21	45.0%		-100.0%
November	20,371.82	20,412.15	0.2%	22,153.05	8.5%	19,043.64	-14.0%	23,302.79	22.4%	23,561.50	1.1%	27,531.69	16.9%		-100.0%
December	14,383.35	18,124.47	26.0%	13,295.95	-26.6%	26,845.02	101.9%	13,968.63	-48.0%	10,982.31	-21.4%	22,972.40	109.2%		-100.0%
Total	315,608.38	240,924.23	-23.7%	241,861.11	0.4%	258,827.17	7.0%	267,708.08	3.4%	236,832.08	-11.5%	276,989.55	17.0%	189,038.61	-31.8%

SURVEY OF FEES AND CHARGES FOR WATER SERVICE

	Crescenta Valley Water District	La Cañada Irrigation District	Las Flores Water Company	Lincoln Avenue Water Company	Liberty Utilities	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" - 27.05 1" - 40.35 1-1/2" - 73.60 2" - 113.51 3" - 239.96 4" - 412.59	5/8 & 3/4" - 27.80 1-1/4" & 1" - 57.63 1-1/2" - 107.34 2" - 166.99 3" - 355.92	\$28.88 service charge all sizes	\$29.90 monthly standby fee +\$5 for multiple dwelling \$3.75 monthly Catastrophic Loss Fund	5/8" - 22.00 3/4" - 33.00 1" - 55.00 1-1/2" - 110.00 2" - 176.00 3" - 330.00 4" - 550.00 6" - 1100.00 8" - 1760.00	5/8 & 3/4" - \$28.50 1" - 34.15 1-1/2" - 38.20 2" - 47.00 over 2" - 52.00 \$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" - \$24.66 1" - 46.83 1-1/2" - 97.37 2" - 221.99 3" - 542.31 4" - 830.22 6" - 1289.37 8" - 2090.33 10" - 2721.21	5/8 & 3/4" - 39.84 1" - 53.50 1-1/2" - 76.27 2" - 103.59 3" - 180.26 4" - 303.09	\$71.18/month service charge all sizes
Commodity rates	1 - 10 units @ \$5.17/unit (1 Unit = 1,000 gal) 11 - 26 Units @ \$8.14/unit 27 Units and over @ \$12.26/unit	1st 14 units (ccf) \$3.79 ea 15 to 70 units @ \$4.81 ea Over 70 units @ \$5.37 ea	1 to 10 units \$3.66 ccf 11 to 20 units \$4.02 ccf 21 to 40 units \$4.62 ccf Over 40 units \$5.78 ccf Foothill MWD Charge: \$0.53/unit (ccf) Energy Surcharge \$0.15 ccf	1 to 7 units (ccf) \$3.30 ea* 8 to 20 units @ \$3.89 ea 21 to 40 units @ \$4.32 ea 41 units and over @ \$4.79 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..)	1 to 9 units (ccf) \$5.46 10 units and over \$6.28	1 - 12 units (ccf) \$3.00 13 - 26 units (ccf) \$3.65 27 units and over \$4.00	1 - 50 Units (ccf) @ \$4.282/unit 51 to 100 units @ \$4.677/unit 100 units and over @ \$5.471 ea	1st 8 units (ccf) \$2.45 ea 9 to 15 units @ \$4.08 ea 16 to 19 units @ \$4.61 ea <u>greater than 20 units @ \$5.38 ea</u> A capital improvement charge of \$1.25 per unit is included in above commodity rates. However, rates do <u>not</u> include purchased water adjustment, utility users' tax of 7.67% or other fees.	1st 11 units (ccf) \$2.70 ea 12 to 33 units @ \$4.23 ea 34 to 66 units @ \$4.23 ea <u>greater than 66 units @ \$5.55 ea</u> non-residential uniform @ 3.89 ea.	\$4.70/unit (ccf)
	Eff. 9/1/19	Eff. 5/1/20	Eff. 1/1/2020	Eff. 6/1/18	Eff. 12/1/19	Eff 6/1/2019	Eff. 1/1/17	Eff. 7/1/20	Eff. 7/1/2019	effective 1/1/2021
Water system connection charge	\$4,200 per EDU		N/A			N/A	N/A	Main fees plus costs		\$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 +\$9.40/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	\$390	\$120	\$50.00	\$200.00		\$250-\$500
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				1/1/2021
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)*	\$109.47	\$102.31	\$72.28	\$68.42	\$110.42	\$64.15	\$58.77	\$74.59	\$87.39	\$118.18
Monthly Charge for Medium Usage (50 units)*	\$448.53	\$317.11	\$289.88	\$250.62	\$361.62	\$217.25	\$230.05	\$277.61	\$256.59	\$306.18
Monthly Charge for High Usage (100 units)*	\$908.18	\$569.93	\$612.88	\$486.37	\$675.62	\$416.10	\$463.40	\$546.61	\$556.53	\$541.18

*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.

EXTERNAL FACING INITIATIVES

Capital Project Outreach Protocols (proposed)

It became evident in the wake of the Sierra Madre Villa project that a more robust and timely plan to make customers aware of project impacts on their streets and properties should be considered. In addition to just being good customer relations to repeatedly inform ahead of time of disruptions to normal routines, earlier outreach could alert the KID (and contractors) to dynamics unique to the neighborhood that non-residents might overlook or lack awareness of. Some of these recommendations already occur though on an *ad hoc* basis and it now may make sense to formalize a set of protocols when the KID embarks on future projects.

Some suggested protocols include:

- >A letter to impacted customers describing scope, need and duration of the project to go out once the contract is awarded.

- >The General Manager and respective Board member should endeavor to meet with all known neighborhood associations in the impacted area once the contract is awarded.

- >A second letter, briefer in content than the initial one, to go out to impacted customers 30 days prior to the estimated start date for the project.

- >A third and final letter, essentially reiterating the second, to go out approximately 5-7 days prior to the actual start date (once known).

Newsletter Sequencing and Topics (proposed)

Regularly paced newsletters allow the KID to highlight its accomplishments and ongoing work to our customers so that communication is not always just an invoice arriving monthly with no context. The KID staff performs an amazing amount of work but much of it out of public view until there is a problem needing resolution (*i.e.*, a leak of some sort). The creation of regularly paced newsletters need not be a burden solely on the General Manager as there are writing resources available to work on these from the staff or Directors.

- >Quarterly newsletters (January-March, April-June, July-September, October-December).

- >No more than a front and back (one page) layout with charts and pictures easy to understand about select topics.

>Topics that might be considered include:

- * installation of the Subeca system (benefits to the consumer),
- upcoming projects such as Brown/Glen (rationale for doing),
- contaminant testing to ensure purity of water (what do we test for, how and why),
- completed projects (*e.g.*, Sierra Madre and tunnel repairs),
- the consumer confidence report,
- fire flow and suppression properties throughout the system,
- conservation/drought management, and/or
- * brief profiles of KID staffers so that customers have better sense of connectivity to those folks driving the yellow trucks in their neighborhoods.

This list is not meant to be exhaustive and certainly there are more. Moreover, traffic to the KID's website, which is already a wonderful resource, can be driven from these newsletters.

KID Neighborhood Associations

Each of us, but especially the General Manager and long-time KID staffers, are no doubt aware of neighborhood associations or influential customers within our service area that are good points of contact to develop and maintain. Many of us already do some form of outreach, albeit on an informal basis. It would be useful to prepare a master list of these entities or entities for quick reference and to allow the General Manager plus Directors to make sure we making regular and appropriate contact as each of us are ambassadors of the KID to our neighbors.

Conclusion

It makes sense for the Board to consider these and other ideas that either the general public or KID staff may have in this area. The KID is a public-facing entity that should continue to be premised on strong customer ties but it requires some effort to "grow" that connection so that when "bad" news – rate increases, for example – occur, there is a lot more context around the "why."



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN

Registrar-Recorder/County Clerk

September 2, 2021

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

Dear Mr. Matthews:

This is to inform you that for the election scheduled, to be held in your District on November 2, 2021, only two persons have been nominated for the two offices of Director, Divisions 2 and 3, for the full term ending December 5, 2025.

Attached is a copy of the certificate pursuant to Section 10515 stating that no election will be held, but that the Board of Supervisors will appoint the persons nominated to such office.

Please call Laticia McCorkle, Assistant Division Manager of the Election Information and Preparation Division at (562) 462-2691 if you have any questions.

Sincerely,

DEAN C. LOGAN

Registrar- Recorder/County Clerk

LATICIA MCCORKLE, Assistant Division Manager
Election Information and Preparation Division

Enclosure

J:2021ElectionFiles.SpecialDistCert.Nov.2021

I, DEAN C. LOGAN, Registrar-Recorder/County Clerk of the County of Los Angeles, do hereby certify that, at the close of nominations, only two persons were nominated for the two offices of Director in Division 2 and 3 for the

KINNELOA IRRIGATION DISTRICT

for the full term ending December 5, 2025, namely:

STEPHEN H. BROWN – DIVISION 2

GORDON JOHNSON – DIVISION 3

Pursuant to Section 10515 of the Elections Code, there being only two candidates nominated for the two offices to be filled, and no petition having been filed, the election scheduled for the 2nd day of November, 2021 shall not be held. The Board of Supervisors, therefore, shall at a regular or special meeting held prior to November 29, 2021 appoint to the office of Director, the persons nominated. Such persons shall take office and serve exactly as if elected at a general district election.

Dated this 2nd day of September, 2021.



Dean C. Logan
DEAN C. LOGAN
Registrar-Recorder/County Clerk
County of Los Angeles

From: [James D. Ciampa](#)
To: "mel@kinneloirrigationdistrict.info"
Subject: Water Service Issues
Date: Tuesday, September 14, 2021 10:54:44 AM
Attachments: [Lagerlof_MainLogo_Darkmedium_3e3b6535-eacc-410b-9b40-6a7e6943ee83.png](#)

Mel:

As we discussed, the declaration of a water shortage emergency is authorized by Water Code Section 350. Under that statute, a water supplier can declare a water shortage emergency if it finds and determines "that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor **to the extent that there would be insufficient water** for human consumption, sanitation and fire protection."

As highlighted, Section 350 sets a high bar in order to declare a water shortage emergency. However, if a water supplier is able to make the necessary findings and determinations, Water Code Section 353 authorizes the water supplier to adopt regulations and restrictions on the delivery and consumption of water. Water Code Section 356 then authorizes the water supplier to include in those regulations and restrictions the right to deny applications for new or additional water service connections.

Thus, a moratorium on new services would be possible, but the District would need to meet the requirements of Water Code Section 350 in declaring a water shortage emergency.

Please let me know if you need anything further on this issue.

Best regards,

Jim

James D. Ciampa
Partner

jciampa@lagerlof.com
626-793-9400



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11th Floor
Pasadena, CA 91101
www.lagerlof.com

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NOTICE OF PUBLIC HEARING

PROPOSED ADOPTION OF, OR AMENDMENT TO
THE RULES AND REGULATIONS OF THE SOUTH COAST AIR QUALITY
MANAGEMENT DISTRICT AND PROPOSED SUBMISSION INTO THE STATE
IMPLEMENTATION PLAN

RE: Proposed Rule 118.1 – Public Safety Provisions for Stationary Emergency Standby Engines and Proposed Amended Rule 1470 – Requirements for Stationary Diesel-Fueled Internal Combustion and Other Compression Ignition Engines

NOTICE IS HEREBY GIVEN that a public hearing on the matter of adoption of rules and regulations for the South Coast Air Quality Management District (South Coast AQMD), or the amendments thereto, will be held at 9:00 a.m. on Friday, October 1, 2021 in the Dr. William A. Burke Auditorium at South Coast AQMD Headquarters, 21865 Copley Drive, Diamond Bar, CA at which time evidence will be taken and all interested persons will be heard by the South Coast AQMD Governing Board. The meeting will be conducted via webcast with opportunities for public comment. Given the health and safety concerns regarding the coronavirus (COVID-19), auditorium seating availability may be limited, and meeting format may be changed to full remote via webcast. Please refer to the instructions on the South Coast AQMD's website for information regarding the Public Hearing and details on how to participate: <http://www.aqmd.gov/home/news-events/meeting-agendas-minutes>.

NOTICE IS FURTHER GIVEN that the South Coast AQMD is considering the adoption of Proposed Rule 118.1 (PR 118.1) and Proposed Amended Rule 1470 (PAR 1470). PR 118.1 establishes provisions for critical service facilities to exclude emergency standby engine operating hours during a Public Safety Power Shutoff event. PAR 1470 provides an optional testing and maintenance schedule for water and sewage facilities with an emergency standby engine located in a very high fire hazard severity zone.

NOTICE IS FURTHER GIVEN that PR 118.1 will be submitted to the California Air Resources Board and the United States Environmental Protection Agency for inclusion into the State Implementation Plan.

NOTICE IS FURTHER GIVEN that PAR 1470 will not be submitted for inclusion into the State Implementation Plan.

NOTICE IS FURTHER GIVEN that PR 118.1 implements Sections 110, 172, 182(e), and 189 of the Clean Air Act.

NOTICE IS FURTHER GIVEN that a written analysis pursuant to California Health and Safety Code Section 40727.2 has been prepared that identifies all existing state and federal air pollution control requirements, all South Coast AQMD existing and proposed rules and regulations, and all air pollution control requirements that apply to the same equipment or source type as PR 118.1 and PAR 1470.

NOTICE IS FURTHER GIVEN pursuant to California Environmental Quality Act (CEQA) Guidelines Sections 15002(k) and 15061, the proposed project is exempt from CEQA pursuant to CEQA Guidelines Section 15061 (b)(3). A Notice of Exemption will



Memo

Date: September 22, 2021
 To: Board of Directors
 From: Mel Matthews
 Subject: Teleconferencing Procedures and Requirements

In accordance with AB 361, The District is authorized to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided.

This bill requires that the legislative bodies that hold teleconferenced meetings under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body. The bill requires the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored. The bill specifies that actions taken during the disruption are subject to challenge proceedings, as specified.

This bill prohibits the legislative body from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to

address the legislative body and offer comment in real time. The bill would prohibit the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified. When there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, the bill would require a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, to continue to meet under these abbreviated teleconferencing procedures. 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.