KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, August 26, 2025
3:00 P.M.

AGENDA

This meeting will be conducted at the District office in accordance with the Brown Act and AB 2449. Public comment may be made in person or submitted via email to gm@kidwater.info prior to the meeting, any information submitted will become part of the official record. The public may participate at the office or via computer or telephone using the following information:
https://us02web.zoom.us/j/85061795151?pwd=QURaWGV5Lzg3dmEvcGx1Ujl6akRHdz09
Meeting ID: 850 6179 5151
Passcode: 156331
Telephone: 669 900 9128

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

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

3. **REVIEW OF MINUTES –** July 22, 2025, Regular Meeting
   Recommended Action: Review and approve motion to file.

4. **REVIEW OF FINANCIAL REPORTS –** July 2025
   Recommended Action: Review and approve motion to file.

5. **AUTHORIZE ACCEPTANCE OF CYBERSECURITY GRANT FUNDING AWARD –**
   Recommended Action: Authorize General Manager to accept the funding award from the "Fiscal Year (FY) 2024 State and Local Cybersecurity Grants for Local and Tribal Governments (SL) Program" of the California Governor's Office of Emergency Services (Cal OES).

6. **INFORMATION ITEMS**
   - **a.** Water Loss Audit – July 2025*
   - **b.** Water Quality Testing and Reporting – July 2025*
   - **c.** FEMA PA Status for Eaton Fire Damages
   - **d.** Hazard Mitigation Grant Program Application – Sub application Due 9/15/25
   - **e.** PWP Ranch Top Interconnection Operations
   - **f.** Septic to Sewer Options
   - **g.** Updated Fire Hazard Severity Maps
   - **h.** State proposed Sierra Madre Fault Zone
   - **i.** Financial Plan Update
   - **j.** Water Production Report WYE 6/30/25
   - **k.** Subeca Performance

7. GENERAL MANAGERS REPORT – Information item presented by the General Manager.
General Manager to summarize the report and respond to questions.

8. CLOSED SESSION – Pending or threatened litigation (Government Code Section 54956.9(a)

9. 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.

10. CALENDAR – Upcoming regular meetings: September 23, 2025; October 28, 2025; November 25, 2025

11. ADJOURNMENT

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

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, July 22, 2025, 3:00 P.M.

MINUTES

The meeting was conducted in the District Board Room and by teleconference in accordance with the Brown Act and AB 2449. The District offered the public the option to attend the meeting by telephone, videoconference or in-person as stated in the agenda.

DIRECTORS PRESENT: (In-Person): Stephen Brown, Gordon Johnson, William Opel, John Feliton Timothy Eldridge

DIRECTORS ABSENT: None

STAFF PRESENT: (In-Person): Tom Majich, General Manager (GM);

PUBLIC PRESENT: Jim Ciampa, District Counsel, Lagerlof LLP
John Phan, Campenile Group, Inc.

1. **CALL TO ORDER:**
   Chairman Brown called the meeting to order at 3:00 P.M. and took roll call. A quorum of Board Members was present and reviewed the agenda.

2. **PUBLIC COMMENT:**
   None

3. **REVIEW OF MINUTES:**
   Director Eldridge motioned to approve the **July 1, 2025, Regular Meeting** Minutes for filing, subject to various revisions suggested by Director Opel and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Eldridge / Feliton – 5 Aye / 0 Nay / 0 Abstain)

4. **REVIEW OF FINANCIAL REPORTS – JUNE 2025:**
   The General Manager presented the June 2025 financial reports. Director Eldridge motioned to approve the reports for filing and was seconded by Director Johnson. It was motioned/seconded/carried unanimously – (Eldridge / Johnson – 5 Aye / 0 Nay / 0 Abstain)

5. **ENGAGEMENT OF CAMPENILE GROUP, INC. TO PROVIDE ADVISORY SERVICES:**
   The Board reviewed the proposal from Campenile Group, Inc. to provide advisory services related to financing for execution of the Districts Capital Improvement plan. John Phan of the Campenile Group was present to respond to Director's questions. Director Opel recommended that additional language be added to the agreement regarding confidentiality and required disclosures of the advisor. Director Feliton motioned to approve the General Manager to execute the agreement subject to the additional provisions and was seconded by Director Eldridge. Chairman Brown conducted a roll call vote. It was motioned/seconded/carried unanimously – (Feliton / Eldridge – 5 Aye / 0 Nay / 0 Abstain)

6. INFORMATION ITEMS:

a. The General Manager reviewed the June 2025 water loss report.

b. The General Manager reviewed the June 2025 report on water quality testing. The District Facilities Manager will be present at the August meeting to respond to questions regarding system chlorine residual.

c. The GM noted that the FEMA Public Assistance process is ongoing with damages being identified and site visits being scheduled with FEMA and CalOES. The projects for Emergency Protective Measures and completed work are being finalized for obligation by FEMA presently.

d. The GM noted that he will be preparing a complete project application for the Vosburg Reservoir Resilience Project which is due 9/15/25.

e. The General Manager noted that the Ranch Top Interconnection with Pasadena Water and Power (PWP) is continuing as previously reported and will be for several years until PWP completes reconstruction of the Don Benito Tanks.

f. The GM noted that the Old Grove Road temporary main project has been concluded, the primary main is in service and the temporary main has been removed..

g. The GM noted that a meeting is scheduled with the GM and Los Angeles County Department of Public Works staff to review what options may be available for the District to pursue sanitary sewer infrastructure in the District.

h. The GM noted that Southern California Edison (SCE) is underway with an overhead to underground conversion project in Altadena and intends to perform a similar conversion in the District service area in the next 3 years.

7. GENERAL MANAGER'S REPORT:

The General Manager presented the monthly report on District activities and water supply and production. A year-to-date summary of the Watermaster Year ending June 2025 was reviewed.

8. CLOSED SESSION – Pending or Threatened Litigation:

The Board went into closed session at 3:55pm, the closed session ended at 4:30pm.
Board Chair Brown reported that two items were discussed. No reportable action was taken on the first discussion item. Direction was given to District Counsel regarding the second discussion item.

9. **DIRECTOR REPORTS AND/OR COMMENTS:**

Director Opel noted that residents of North Kinneloa Ranch have contacted him about a landscaping concern at the Brown Well, Director Brown and the GM are aware of the issue and it is being address. Director Opel also asked that when the Delores Tunnel flow is restored that the District perform a detailed sampling analysis for mineral content to compare to commercially available mineral waters.

10. **CALENDAR:** Upcoming regular meetings: August 26, 2025; September 23, 2025; October 28, 2025.

11. **ADJOURNMENT:**
Chairman Brown adjourned the meeting at 5:15 P.M.

Prepared and submitted by,

Tom Majich
General Manager

Kinneloa Irrigation District
Income Statement Compared with Budget for the Seven Months Ending July 31, 2025

		Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
Revenues								
4001	Retail Water Sales DSC	60,005.48	59,031.17	974.31	410,053.37	413,218.19	(3,164.82)	708,374.00
4002	Retail Water Sales Consumption	179,510.40	164,629.20	14,881.20	858,279.27	921,923.52	(63,644.25)	1,646,292.00
4020	Service Charges	419.50	0.00	419.50	2,928.40	0.00	2,928.40	0.00
4035	Interest on Cash	11,329.44	0.00	11,329.44	22,207.27	11,250.00	10,957.27	45,000.00
4070	Misc. Income	19,825.00	0.00	19,825.00	108,242.00	0.00	108,242.00	0.00
	TOTAL REVENUES	**271,089.82**	**223,660.37**	**47,429.45**	**1,401,710.31**	**1,346,391.71**	**55,318.60**	**2,399,666.00**
Expenses								
5005	Electricity	18,995.33	18,975.00	20.33	113,715.12	132,825.00	(19,109.88)	227,700.00
5010	Maintenance Supplies	1,714.75	2,083.33	(368.58)	23,848.03	14,583.31	9,264.72	25,000.00
5011	Material & Labor for Installs	2,512.40	0.00	2,512.40	11,947.17	0.00	11,947.17	0.00
5012	Safety Equipment	112.03	250.00	(137.97)	4,588.37	1,750.00	2,838.37	3,000.00
5015	Operations & Maint. Labor	30,807.79	25,833.33	4,974.46	204,494.83	180,833.31	23,661.52	310,000.00
5016	Non-Emergency Operations OT	1,223.07	1,891.67	(668.60)	15,797.60	13,241.69	2,555.91	22,700.00
5020	Standby Compensation	890.00	912.50	(22.50)	5,930.00	6,387.50	(457.50)	10,950.00
5022	Training/Certification	99.00	250.00	(151.00)	761.35	1,750.00	(988.65)	3,000.00
5025	Water Treatment/Analysis	3,178.82	1,250.00	1,928.82	13,321.24	8,750.00	4,571.24	15,000.00
5026	Water Treatment/Supplies	0.00	833.33	(833.33)	4,476.39	5,833.31	(1,356.92)	10,000.00
5030	Maint. Contractors Scheduled	19,047.24	8,982.92	10,064.32	78,458.33	62,880.44	15,577.89	107,795.00
5031	SCADA System O&M	2,070.00	833.33	1,236.67	9,233.61	5,833.31	3,400.30	10,000.00
5033	Unscheduled/Emergency Repair	0.00	0.00	0.00	121,150.91	0.00	121,150.91	0.00
5034	Equipment Maintenance	0.00	1,666.67	(1,666.67)	17,033.78	11,666.69	5,367.09	20,000.00
5035	Vehicle Maintenance	98.75	500.00	(401.25)	10,241.22	3,500.00	6,741.22	6,000.00
5036	Fuel - All Equipment	852.80	1,000.00	(147.20)	6,797.48	7,000.00	(202.52)	12,000.00
5040	Equipment Rental	652.60	0.00	652.60	24,202.66	0.00	24,202.66	500.00
5045	Insurance-Workers Compensation	4,987.10	0.00	4,987.10	9,964.86	9,500.00	464.86	19,000.00
5046	Insurance-Liability	3,225.03	3,791.67	(566.64)	17,181.21	26,541.69	(9,360.48)	45,500.00
5048	Insurance-Property	0.00	448.25	(448.25)	2,389.77	3,137.75	(747.98)	5,379.00
5049	Insurance-Medical	8,515.24	7,527.50	987.74	59,606.68	52,692.50	6,914.18	90,330.00
6000	Engineering Services	1,300.00	3,750.00	(2,450.00)	34,374.00	26,250.00	8,124.00	45,000.00
6005	RBMB Watermaster Fees	1,529.62	1,583.33	(53.71)	10,651.64	11,083.31	(431.67)	19,000.00
6015	General Manager Compensation	15,361.00	16,077.67	(716.67)	117,339.50	112,543.69	4,795.81	192,932.00
6017	Administrative Travel	0.00	260.00	(260.00)	434.00	1,820.00	(1,386.00)	3,120.00
6020	Board of Directors Comp.	1,200.00	875.00	325.00	4,500.00	6,125.00	(1,625.00)	10,500.00
6021	Administrative/Board Expense	0.00	416.67	(416.67)	0.00	2,916.69	(2,916.69)	5,000.00
6024	Customer/Public Information	352.00	477.00	(125.00)	2,726.00	3,339.00	(613.00)	5,724.00
6025	CalPERS - KID	4,923.26	4,625.00	298.26	28,372.40	32,375.00	(4,002.60)	55,500.00
6030	Social Security - KID	3,818.31	3,541.67	276.64	26,874.60	24,791.69	2,082.91	42,500.00
6031	Medicare - KID	893.03	850.00	43.03	6,285.24	5,950.00	335.24	10,200.00
6032	State Unemployment Tax - KID	0.00	0.00	0.00	341.52	0.00	341.52	0.00

Kinneloa Irrigation District
Income Statement Compared with Budget for the Seven Months Ending July 31, 2025

		Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance	Annual Budget
6035	Office/Computer Supplies	749.48	583.33	166.15	3,815.85	4,083.31	(267.46)	7,000.00
6036	Postage/Delivery	444.26	333.33	110.93	3,197.42	2,333.31	864.11	4,000.00
6040	Professional Dues	2,292.36	1,748.83	543.53	13,540.52	12,241.81	1,298.71	20,986.00
6045	Legal Services	149.97	500.00	(350.03)	3,413.12	3,500.00	(86.88)	6,000.00
6050	Phone/Internet/Wireless	1,039.86	708.33	331.53	7,258.02	4,958.31	2,299.71	8,500.00
6059	Computer/Software Maint.	3,685.87	1,000.00	2,685.87	8,716.29	7,000.00	1,716.29	12,000.00
6061	Office Equipment Maint.	0.00	208.33	(208.33)	0.00	1,458.31	(1,458.31)	2,500.00
6065	Accounting Services	0.00	7,700.00	(7,700.00)	70.00	7,700.00	(7,630.00)	7,700.00
6070	Office & Accounting Labor	13,099.81	14,375.00	(1,275.19)	92,371.08	100,625.00	(8,253.92)	172,500.00
6075	Professional Services	1,455.00	1,250.00	205.00	8,417.34	8,750.00	(332.66)	15,000.00
6076	Contract Services	2,175.00	3,944.75	(1,769.75)	26,802.00	27,613.25	(811.25)	47,337.00
6080	FMWD Administrative Fees	1,169.50	1,212.17	(42.67)	8,105.01	8,485.19	(380.18)	14,546.00
6081	Permits/Fees	2,737.60	1,250.00	1,487.60	6,925.69	8,750.00	(1,824.31)	15,000.00
6120	Bank Service Charges	2,567.98	2,500.00	67.98	13,216.55	17,500.00	(4,283.45)	30,000.00
	Subtotal Operating Expenses	**159,925.86**	**146,799.91**	**13,125.95**	**1,182,888.40**	**990,899.37**	**191,989.03**	**1,696,399.00**
	NET OPERATING INCOME	**111,163.96**	**76,860.46**	**34,303.50**	**218,821.91**	**355,492.34**	**(136,670.43)**	**703,267.00**
Other Expenditures								
1504	Water Mains/Valves	8,094.53	0.00	8,094.53	148,694.75	29,900.00	118,794.75	121,500.00
1505	Water Tunnels	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
1512	Water Meters	0.00	0.00	0.00	19,211.37	15,750.00	3,461.37	25,000.00
1513	Electrical/Electronic Equip.	5,531.87	0.00	5,531.87	10,976.87	0.00	10,976.87	10,000.00
1514	Computer/Office Equip.	3,380.30	0.00	3,380.30	3,931.70	560.00	3,371.70	2,500.00
1515	Vehicles/Portable Equip.	22,880.00	0.00	22,880.00	24,809.33	2,200.00	22,609.33	3,134.00
1516	Water Company Facilities	0.00	0.00	0.00	12,323.58	12,400.00	(76.42)	43,000.00
1522	Eucalyptus Booster Station	0.00	0.00	0.00	37,363.15	3,450.00	33,913.15	52,500.00
1527	SCADA Components	0.00	0.00	0.00	13,178.32	10,000.00	3,178.32	10,000.00
1530	Tools	1,414.66	0.00	1,414.66	7,975.65	1,600.00	6,375.65	4,000.00
	Subtotal Other Expenditures	**41,301.36**	**0.00**	**41,301.36**	**278,464.72**	**75,860.00**	**202,604.72**	**281,634.00**
	NET WATER REVENUES	**69,862.60**	**76,860.46**	**(6,997.86)**	**(59,642.81)**	**279,632.34**	**(339,275.15)**	**421,633.00**
Debt Service								
2400	Installment Purchase Agreement	0.00	0.00	0.00	82,131.34	82,131.00	0.34	165,753.00
6088	Interest Expense	0.00	0.00	0.00	17,969.64	17,970.00	(0.36)	34,449.00
	Subtotal Debt Service	**0.00**	**0.00**	**0.00**	**100,100.98**	**100,101.00**	**(0.02)**	**200,202.00**
	TOTAL INCREASE/(DRAWDOWN)	**69,862.60**	**76,860.46**	**(6,997.86)**	**(159,743.79)**	**179,531.34**	**(339,275.13)**	**221,431.00**

Kinneloa Irrigation District
Balance Sheet as of July 31, 2025

ASSETS			
Current Assets			
1010	Checking-Wells Fargo Bank	$ 118,514.51	
1012	Reserve Fund-LAIF	945,410.57	
1100	Accts. Receivable-Water Sales	25,759.88	
1101	Accts. Receiv.-Service Charges	(5,436.51)	
1190	Allowance for Bad Debts	(771.48)	
1200	Inventory	20,000.00	
1340	Accrued Water Sales	239,406.26	
1350	Prepaid Insurance	4,652.16	
1360	Prepaid Expenses	24,807.80	
	Total Current Assets		1,372,343.19
Property and Equipment			
	Total Property and Equipment		5,120,328.97
Other Assets			
1901	PERS-Deferred Outflows	132,752.00	
	Total Assets		$ 6,625,424.16
LIABILITIES AND CAPITAL			
Current Liabilities			
2000	Accounts Payable	$ 45,952.56	
2005	Umpqua Visa Payable	11,964.67	
2250	PERS Withholding-Employee	4.67	
2271	Deposits-Construction Meters	4,250.00	
2272	Job Deposits	17,416.00	
2275	Deposits-Water Customers	255.02	
2290	Accrued Vacation	35,030.40	
	Total Current Liabilities		114,873.32
Long-Term Liabilities			
2400	Installment Purchase Agreement	906,000.73	
2801	PERS- Net Liability	419,648.50	
2901	PERS- Deferred Inflows	34,282.00	
	Total Long-Term Liabilities		1,359,931.23
	Total Liabilities		1,474,804.55
Capital			
3040	Fund Balance	4,954,602.90	
	Net Income	196,016.71	
	Total Capital		5,150,619.61
	Total Liabilities & Capital		$ 6,625,424.16

Kinneloa Irrigation District

Check Register

For the Period From Jul 1, 2025 to Jul 31, 2025

Date	Check #	Payee	Amount
7/1/25	11399	ROBERT BRKICH CONSTRUCTION CORP.	8,094.53
7/1/25	11400	Civiltec Engineering, Inc.	18,338.75
7/1/25	11401	Clinical Lab of San Bernardino	180.00
7/1/25	11402	Highroad Information Technology	5,126.30
7/1/25	11403	Ultimate Cleaning Solutions, Inc.	90.00
7/8/25	11404	Clinical Lab of San Bernardino	265.00
7/8/25	11405	Foothill Municipal Water District	1,169.50
7/8/25	11406	Lagerlof LLP	137.48
7/8/25	11407	Western Water Works	18,246.76
7/8/25	11408	Western Water Works	10,830.99
7/8/25	11409	ACWA-JPIA	9,511.38
7/8/25	11410	Bluegrass Integrated Communications	444.26
7/8/25	11411	BMC Landscape Management	2,175.00
7/8/25	11412	LA County Auditor-Controller	697.60
7/8/25	11413	Cricket Scada LLC	675.00
7/8/25	11414	Underground Service Alert	56.25
7/8/25	11415	Foothill Municipal Water District	1,169.50
7/8/25	11416	Geotab USA, Inc.	98.75
7/8/25	11417	Lagerlof LLP	149.97
7/8/25	11418	McMaster Carr	98.79
7/8/25	11419	Public Water Agencies Group	1,270.63
7/8/25	11420	National Construction Rentals	196.05
7/15/25	EFT6756	Arthur M. Aragon	1,780.21
7/15/25	EFT6757	Ramon Jr. Ascencio	2,427.45
7/15/25	EFT6758	Stephen Brown	138.52
7/15/25	EFT6759	Christopher A. Burt	3,533.84
7/15/25	EFT6760	Timothy J. Eldridge	138.53
7/15/25	EFT6761	John R. Feliton	138.53
7/15/25	EFT6762	Felipe Gallegos	2,529.37
7/15/25	EFT6763	Thomas L. Majich	4,546.60
7/15/25	EFT6764	Arthur W. Opel	138.52
7/15/25	EFT6765	Jeffrey L. Peterson	2,521.24
7/15/25	EFT6766	Melanie E. Timoteo	1,846.93
7/15/25	EFT6767	Christopher A. Burt	300.00
7/15/25	EFT6768	Felipe Gallegos	50.00
7/15/25	EFT6769	Automatic Data Processing, Inc.	8,232.05
7/22/25	11421	ACWA-JPIA	899.00
7/22/25	11422	Ampstun Corporation	3,250.00
7/22/25	11423	Clinical Lab of San Bernardino	2,025.00
7/22/25	11424	Hasa Inc.	606.32
7/22/25	11425	ACWA-JPIA	4,987.10
7/22/25	11426	Clinical Lab of San Bernardino	517.50
7/22/25	11427	Highroad Information Technology	168.00
7/22/25	11428	Cricket Scada LLC	1,395.00
7/22/25	11429	Rubio Canon Land and Water Assoc.	1,300.00
7/22/25	11430	Utility Service Co., Inc.	19,047.24
7/22/25	11431	Western Water Works	2,512.40
7/31/25	EFT6770	Nexbillpay	1,968.52
7/31/25	EFT6771	Automatic Data Processing, Inc.	117.93
7/31/25	EFT6772	Applied Technology Group, Inc.	120.00
7/31/25	EFT6773	Arco Business Solutions	742.50
7/31/25	EFT6774	CA Public Employees Ret. Sys.	1,390.00
7/31/25	EFT6775	Automatic Data Processing, Inc.	130.34
7/31/25	EFT6776	Southern California Edison Co.	15,208.15
7/31/25	EFT6777	Streamline	352.00

Kinneloa Irrigation District

Check Register

For the Period From Jul 1, 2025 to Jul 31, 2025

Filter Criteria includes: Report order is by Date.

Date	Check #	Payee	Amount
7/31/25	EFT6778	CA Public Employees Ret. Sys.	8,666.76
7/31/25	EFT6779	Nexbillpay	344.85
7/31/25	EFT6780	Pasadena Municipal Services	1,963.84
7/31/25	EFT6781	CA Public Employees Ret. Sys.	42,050.00
7/31/25	EFT6782	Verizon Wireless	51.47
7/31/25	EFT6783	CalPERS 457 Plan	1,510.00
7/31/25	EFT6784	CalPERS 457 Plan	1,510.00
7/31/25	EFT6785	Umpqua Bank	9,791.27
7/31/25	EFT6786	Arthur M. Aragon	1,805.73
7/31/25	EFT6787	Ramon Jr. Ascencio	3,052.71
7/31/25	EFT6788	Stephen Brown	138.53
7/31/25	EFT6789	Christopher A. Burt	3,533.85
7/31/25	EFT6790	Timothy J. Eldridge	138.52
7/31/25	EFT6791	John R. Feliton	138.52
7/31/25	EFT6792	Felipe Gallegos	2,638.40
7/31/25	EFT6793	Thomas L. Majich	4,546.60
7/31/25	EFT6794	Katherine M. Morrisroe	709.63
7/31/25	EFT6795	Arthur W. Opel	138.53
7/31/25	EFT6796	Jeffrey L. Peterson	2,353.76
7/31/25	EFT6797	Melanie E. Timoteo	1,999.68
7/31/25	EFT6798	Christopher A. Burt	300.00
7/31/25	EFT6799	Felipe Gallegos	50.00
7/31/25	EFT6800	Automatic Data Processing, Inc.	8,918.71
7/31/25	EFT6801	AT&T Mobility	62.27
7/31/25	EFT6802	Spectrum	250.00
7/31/25	EFT6803	Umpqua Bank	9,791.27
	Total		270,536.18

Voided Checks:
11329, 11335, 11397, 11398,

Voided Checks: Not delivered by USPS; reissued
11341, 11342, 11343, 11349, 11350

Kinneloa Irrigation District
Cash Disbursements Journal
For the Period From Jul 1, 2025 to Jul 31, 2025

Date	Check #	Name	Line Description	Debit Amount	. Account ID	Account Description
7/1/25	20250701MA-1	Staples, Inc.	office supplies	50.23	6035	Office/Computer Supplies
7/1/25	20250701TM-1	Google LLC	Google Workspace	144.00	6059	Computer/Software Maint.
7/1/25	20250701TM-2	Google LLC	Google Voice	76.12	6059	Computer/Software Maint.
7/1/25	20250701TM-3	Home Depot	Maintenance supplies	41.40	5010	Maintenance Supplies
7/1/25	20250701TM-4	Home Depot	Maintenance supplies	19.27	5010	Maintenance Supplies
7/2/25	20250702JP-1	Home Depot	Broom	22.03	5010	Maintenance Supplies
7/3/25	20250703TM-1	Starlink	Starlink	34.26	6050	Phone/Internet/Wireless
7/6/25	20250706TM-1	Eli the Bee Guy	Bee Removal - 1746 Old Grove Rd	375.00	6075	Professional Services
7/7/25	20250707FG-1	Amazon.com Inc	Rock Hammer	45.86	1530	Tools
7/7/25	20250707MA-1	Ware Disposal	Trash Service	489.43	6075	Professional Services
7/8/25	20250708JP-2	Oakboro Tractor and Equipment	Stihl spare parts	15.79	5010	Maintenance Supplies
7/9/25	20250709JP-1	Amazon.com Inc	Small Parts	5.81	5010	Maintenance Supplies
7/9/25	20250709JP-2	Amazon.com Inc	Small parts	28.77	5010	Maintenance Supplies
7/9/25	20250709MA-1	Amazon.com Inc	Disposable Gloves	41.30	5012	Safety Equipment
7/9/25	20250709MA-2	Amazon.com Inc	Ruler	7.63	6035	Office/Computer Supplies
7/9/25	20250709MA-3	Amazon.com Inc	Black Toner- 2 Pack	185.33	6035	Office/Computer Supplies
7/9/25	20250709TM-1	Starlink	Portable Internet Connectivity	10.00	6050	Phone/Internet/Wireless
7/10/25	20250710FG-1	Mouser Electronics	Power Supply	2,412.73	1513	Electrical/Electronic Equip.
7/10/25	20250710MA-1	Amazon.com Inc	Pens and Cleaners	107.29	6035	Office/Computer Supplies
7/11/25	20250711FG-1	Home Depot	Hacksaw blade and Supplies	61.17	5010	Maintenance Supplies
7/13/25	20250713JP-1	Arco Business Solutions	Fuel	39.47	5036	Fuel - All Equipment
7/14/25	20250714CB-1	ASCO Power Services, Inc	Automatic Transfer Switch - Office	524.71	1513	Electrical/Electronic Equip.
7/17/25	20250717JP-1	Arco Business Solutions	Valve Exercising	54.31	5036	Fuel - All Equipment
7/17/25	20250717RA-1	Arco Business Solutions	Fuel - Generator	7.93	5036	Fuel - All Equipment
7/18/25	20250718FG-1	Amazon.com Inc	Computer Power Cord	9.28	6035	Office/Computer Supplies
7/21/25	20250721FG-1	Home Depot	Tube cutter, Spade and chisel	174.49	1530	Tools
7/22/25	20250722FG-1	Home Depot	Rotary Hammer Kit	1,151.28	1530	Tools
7/22/25	20250722RA-1	Harbor Freight	Utility case	39.77	5010	Maintenance Supplies
7/22/25	20250722RA-2	Ganahl Lumber Company	Gloves and tape	70.73	5012	Safety Equipment
7/22/25	20250722RA-3	Arco Business Solutions	Fuel - West Tank Can	8.59	5036	Fuel - All Equipment
7/23/25	20250723MA-1	Best Buy	Backup UPS (2)	318.25	6035	Office/Computer Supplies
7/23/25	20250723TM-1	Sky Blueprint & Supplies Inc.	Map scan	12.05	6035	Office/Computer Supplies
7/24/25	20250724CB-1	Digikey	Jumper wires	27.07	5010	Maintenance Supplies
7/24/25	20250724FG-1	Home Depot	Sand an Coal Mix	485.20	5010	Maintenance Supplies
7/24/25	20250724FG-2	Home Depot	Pump Rental	95.38	5040	Equipment Rental
7/24/25	20250724FG-3	Home Depot	Shovel and Reaming tool	43.03	1530	Tools
7/24/25	20250724RA-1	Home Depot	Rental - Jumping Jack	200.00	5040	Equipment Rental
7/25/25	20250725TM-1	Asana, Inc	Work mgmt platform	659.40	6059	Computer/Software Maint.
7/28/25	20250728RA-1	Home Depot	Rental - Jumping Jack	357.22	5040	Equipment Rental
7/28/25	20250728RA-2	Home Depot	Fuse and Padlock	39.98	5010	Maintenance Supplies
7/28/25	20250728TM-1	Asana, Inc	Work mgmt platform	653.98	6059	Computer/Software Maint.
7/29/25	20250729JP-1	Lawn Mower Corner	Small parts	66.28	5010	Maintenance Supplies
7/29/25	20250729MA-1	Home Depot	Cleaners and set of keys	59.42	6035	Office/Computer Supplies
7/29/25	20250729TM-1	American Water Works Assoc.	Training Information	99.00	5022	Training/Certification
7/30/25	20250730FG-1	Mouser Electronics	Power supply K3	2,594.43	1513	Electrical/Electronic Equip.
	Total			11,964.67		

KINNELOA IRRIGATION DISTRICT
SPECIAL DISTRICT • PUBLIC WATER AGENCY
1999 KINCLAIR DRIVE, PASADENA, CALIFORNIA 91107-1017
TELEPHONE (626) 797-6295 • FAX (626) 608-3168
WEBSITE: www.kidwater.info

Date: August 26, 2025

To: Board of Directors

From: Tom Majich, General Manager

Subject: Acceptance of Cybersecurity Grant Award from Cal OES

On August 2, 2024 the California Governor's Office of Emergency Services (Cal OES) announced the deployment of funds and acceptance of applications for over $22.5 million in grant funds to bolster cybersecurity at the state and local level known as the "FY 2024 State and Local Cybersecurity Grant Program" (SLCGP). KID staff prepared and submitted an application on 9/25/24 in the amount of $144,000 with the following general description: "The Kinneloa Irrigation District seeks to enhance its cybersecurity posture by upgrading its Supervisory Control and Data Acquisition (SCADA) system from SCADAPack 32 Remote Terminal Units (RTUs) to advanced SCADAPack 474 models. The current RTUs, in service for over 15 years, lack key security features such as encrypted communication, advanced access control, and secure firmware management. With these units nearing their end of service, the district's water distribution network is increasingly vulnerable to cyber threats. This upgrade is essential to ensure the safe and reliable operation of the district's critical infrastructure."

As described in the September 2024 Water System Evaluation and Capital Improvement Plan "All facilities have a Remote Telemetry Unit (RTU) that monitors and controls the equipment at that site. All RTU's are currently SCADA Pack 32 model which reached its End of Commercialization date as of June 30, 2023, meaning they are no longer available for purchase. As of June 30, 2028, after-sales support will end. The manufacturer, and our SCADA integrator, are recommending we transition to SCADAPack 474. Over the first two years of the CIP the District will replace all existing SCADAPack 32's with SCADAPack 474." This was included as Project G-5 in the Capital Improvement Plan assuming a total cost of $100,000 spread out over 2025 and 2026.

On 12/24/2024 we received a denial letter notification from CalOES that the application was not scored high enough to receive funding, an appeal process was outlined with an appeal due on 1/8/2025. Due to the Eaton Fire response KID staff was unable to prepare and submit an appeal. In July 2025 CalOES staff contacted KID confirming that additional funding may still be available, the GM confirmed our desire to be considered for potential funding. On 8/19/25 KID received an award letter for the grant in the amount of $105,196.

The GM requests Board approval to sign and return the award acceptance letter to CalOES and solicit proposals to execute on the proposed project. The GM will return to the Board for approval on awarding the project and executing the work at a later date.

GAVIN NEWSOM
GOVERNOR

NANCY WARD
DIRECTOR

Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

August 19, 2025

Thomas Majich
General Manager
Kinneloa Irrigation District
1999 Kinclair Drive
Pasadena, CA 91107

DELIVERED VIA EMAIL: tm@kidwater.info

SUBJECT: **NOTIFICATION OF SUBRECIPIENT ALLOCATION**
Fiscal Year (FY) 2024 State & Local Cybersecurity Grants for Local & Tribal Governments (SL) Program
Grant Subaward Performance Period: December 1, 2024, to December 31, 2026

Dear Thomas Majich:

We are pleased to announce that your proposal has been selected to receive funding through the FY 2024 SL Program of the California Governor's Office of Emergency Services (Cal OES). As outlined in the SL Program Competitive Funding Opportunity (CFO) section E, 3. Notification Process, Applicants not selected for funding may appeal Cal OES's decision pursuant to the Cal OES Appeal Guidelines for Competitive Funding. If any appeal is successful, this may affect your requested funding amount. Provided there are no successful appeals, your organization will be awarded the amount of $105,196.

This subaward is subject to requirements in Title 2 Code of Federal Regulations, Part 200, including the Notice of Funding Opportunity (NOFO), the Preparedness Grants Manual, the California Supplement to the NOFO, reporting requirements, all policies and provisions set forth in the FY 2024 SL CFO, and all applicable federal, state, and local requirements. All activities funded with this subaward must be completed within the subaward period of performance. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to Cal OES.

Subrecipients must obtain written approval **prior** to incurring costs for activities such as aviation, watercraft, allowability request logs, noncompetitive procurement, and projects requiring Environmental Planning and Historic Preservation review. Your organization will be required to prepare and submit performance reports annually for the duration of the subaward period of performance or until all activities are completed and the subaward is formally closed. Failure to submit required reports could result in subaward reduction, suspension, or termination. Throughout the subaward cycle, project status and milestones from the performance reports will be used as indicators of project feasibility, performance, and grant management capacity. This information may also be used in assessing proposals for future grant opportunities.

Next Steps:

- Your signature is required on this letter. Please sign and return this letter via email to your Cal OES Grants Analyst (GA) within 20 calendar days of receipt and keep a copy for your records.

- You will be notified to complete your application documents and submit your proposed cybersecurity projects for federal approval.

- Once the federal approval is received and the completed application is submitted and approved, you will be able to request reimbursement of eligible subaward expenditures.

Please contact your assigned GA if you have questions or need further assistance.

Sincerely,

Nancy Ward

NANCY WARD
Director

THOMAS MAJICH, GENERAL MANAGER
KINNELOA IRRIGATION DISTRICT

Date

System Water Loss Audit - July 2025

Subeca Read Date	6/30/25	7/31/25				
Subeca Read Time	8:20	7:23			Variance	
	Level	Level	Variance	Gal/Foot	Gallons	
Eucalyptus Reservoir	17.53	19.16	1.63	8,410.00	13,708.30	
Sage Tank	20.28	21.60	1.32	10,000.00	13,200.00	
West Tank	21.65	21.71	0.06	22,124.00	1,327.44	
Wilcox Reservoir	16.66	19.07	2.41	65,739.00	158,430.99	
Holly East	20.69	20.48	(0.21)	6,388.00	(1,341.48)	
Holly West	17.02	-	(17.02)	7,610.00	(129,522.20)	
Glen Reservoir	14.50	12.31	(2.19)	7,812.00	(17,108.28)	
Brown Reservoir	15.00	13.63	(1.37)	7,812.00	(10,702.44)	
Vosburg Reservoir	12.72	12.76	0.04	22,800.00	912.00	
East Tank	19.76	20.96	0.34	6,976.00	2,371.84	
			TANK VOLUME CHANGE		31,276	gallons
			TOTAL GROUNDWATER PRODUCED		15,900,984	gallons
				PWP IMPORT	9,366,456	gallons
				PWP EXPORT	(2,695,044)	gallons
			NET KID SYSTEM DEMAND		22,541,120	gallons
					30,135	CCF
				Metered Sales	26,017	CCF
				Loss	4,118	CCF
				Loss	3,080,404	gallons
				Loss %	13.7%	
			Previous Month Loss%		13.1%	
			YTD System Demand		51,712	
			YTD Metered Sales		43,351	
				YTD Loss %	16.17%	

WATER SAMPLE RESULTS SUMMARY
JULY 2025

SAMPLE DATE	LAB	SOURCE OR DISTRIBUTION	TEST ANALYSIS	DESCRIPTION	# SAMPLES	# TESTS	RESULTS	COMMENTS
7/1/25	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
7/1/25	Clinical	Distribution	General Physical	Color, Odor, Turbidity	6	18	< MCL	Color, odor, turbidity are regulated by a secondary standard to maintain aesthetic qualities such as taste, smell, & appearance.
7/1/25	Clinical	Distribution	Field	Chlorine Residual	6	6	1.09 - 1.59 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
7/1/25	Clinical	Distribution	Fluoride	Fluoride	6	6	1.0 - 1.1 mg/L	CA Fluoride MCL is 2.0 mg/L. All distribution sites was analyzed for Fluoride
7/1/25	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	1st week sources tested are groundwater wells - Kinneloa #3 Well & Wilcox Well.
7/1/25	Clinical	Source*	Fluoride	Fluoride	6	6	1.1 - 1.4mg/L	CA Fluoride MCL is 2.0 mg/L. Kinneloa #3 Well and Wilcox Well were analyzed for Fluoride
7/1/25	Clinical - LA Testing	Distribution	Asbestos	Asbestos	6	6	ND	Required Asbestos Monitoring
7/10/25	Stetson-Weck	Distribution	DDW Post Eaton Fire - Asbestos	Asbestos	3	3	ND	Post Eaton Fire DDW Order - consecutive quarter asbestos analysis
7/10/25	Stetson-Weck	Distribution	DDW Post Eaton Fire - VOCs	Volatile Organic Compounds (VOCs) - Benzene	16	1040	ND	Post Eaton Fire VOC sampling - consecutive quarter VOC analysis. 16 samples were analyzed for VOCs. Each sample was tested for 65 VOCs. All 16 samples were ND for Benzene.
7/15/25	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
7/15/25	Clinical	Distribution	Field	Chlorine Residual	6	6	1.15 - 1.87 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
7/15/25	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	
7/15/25	Clinical	Source*	Fluoride	Fluoride	2	2	1.5 - 2.5 mg/L	In-house testing - Eucalyptus Tunnel and Far Mesa Tunnel were analyzed for Fluoride
7/17/25	Clinical	Distribution	Title 22 Lead & Copper Monitoring	Lead & Copper	10	20	ND - Lead ND - 0.31 mg/L - Copper	Triennial Title 22 Lead & Copper monitoring - CA Lead MCL is 0.015 mg/L and CA Copper MCL is 1.3 mg/L.
				Total Samples	83	1145		

NOTES:

*All source groundwater tunnels were diverted to spreading on 12/01/2023. Delores Tunnel was turned into the system on 5/1/24 and again diverted to spreading on 1/7/25 due to Eaton Fire damage.
As of 1/7/2025, all source groundwater tunnels are diverted to spreading.

< MCL = less than Maximum Contaminant Level, ND = not detected, mg/L = milligrams per liter, ug/L = micrograms per liter, A = Absence

General Manager’s Report
for the Board of Directors Meeting on August 26, 2025

I. Customer Account Information

A. Customer Accounts – as of 7/18/25
Active accounts: 549 (down from 592 pre-Eaton Fire)
Delinquent accounts receiving late charges: 12
Accounts shut off for non-payment: 0

II. Customer Care Report

Customer Leaks	System Leaks	Water Waste	Water Quality	Customer Service*	Comments
4	4	0	0	12	

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

System Leak on Larmona (Corp Stop): Repaired by KID Crew
System Leak on Villa Heights (ARV blown off)
System Leak on Villa Rica (meter gasket)
System Leak on Ranch Top (ARV leaking)

III. General Manager’s Projects and Activities

A. Meetings/Outreach/Key Contacts
1. PWAG Quarterly Meeting on 7/30/25
2. Litigation Engineering Expert Scoping Meetings

B. Grant Funding Opportunities
1. Hazard Mitigation Grants: KID staff are monitoring EPA BRIC (Building Resilient Infrastructure and Communities) grant opportunities to apply once the PWAG Multi-Agency Hazard Mitigation Plan is complete and approved. **Multi-Jurisdictional Hazard Mitigation Plan revisions underway, potential Board action requested in October 2025.**
2. Notice of Interest submitted for Vosburg Reservoir Resilience Project and Glen Reservoir Resilience Project. The NOI’s were approved by CalOES staff and KID was invited to submit a full sub-application for HMGP funding consideration. The sub-application due date is 9/15/25.

C. Office Staff Updates
1. **New Hire in Office for Accounting and GM support**
2. Cybersecurity Upgrades for various office systems
3. Cross Connection Control Program update complete

D. Capital Project Updates

1. **Holly East, Holly West and East Tank back in Service following interior recoating**
2. **Wilcox Interconnection project underway, waterworks scope complete. Electrical/SCADA programming being scheduled**
3. **Brown-Glen Pipeline Project engineering study underway for alternate valve configuration.**
4. **K3 Well Pump Rehab Project pushed to end of 2025/early 2026 due to cash flow constraints**
5. **House Tunnel Spreading Optimization Project underway**
6. **Old K3 Pumping Line Abandonment Project in Design Phase**
7. **K3 Vault Access/Air Conditioning Project Planning underway**

E. Regulatory Compliance and Reporting

1. Sanitary Survey Report from DDW received by KID on March 20, 2025. Responses submitted to DDW May 19, 2025.
2. Permit Amendment 1910035PA-001 Issued April 30, 2025, for standby sources
3. Cross Connection Policy Handbook – new policy, plan required to submit by July 1, 2025
4. 2024 Electronic Annual Report (eAR) Submitted and Accepted by DDW
5. 2024 Consumer Confidence Report (CCR) issued with May 2025 bills
6. Fluoride Variance – KID fluoride variance expires on 12/13/23. Compliance Plan submitted to DDW on 7/10/23. Revised permit application and blending plan submitted to DDW on 12/5/24.
7. Monthly Water Quality Reporting – Monthly reporting due by the 10th of each month.
8. Water Quality Emergency Notification Plan – annual requirement, filed timely in March 2025
9. Drought and Conservation Report – required per Order No. DDW_HQ_Drought2023-001 issued on 1/1/23. New requirement for monthly data due quarterly. 2024Q4 report was filed timely.
10. PFOA, PFOS and PFAS Chemicals: Impacts of regulations are being monitored through trade groups that KID is affiliated with and Raymond Basin monitoring.
11. SB 552 – status of compliance, must meet Fire Flow requirements by January 2032. Costs to be considered in Master Planning.
12. SB 1020 – Clean Energy, Jobs, and Affordability Act of 2022 – requires 100% of all state agency electricity consumption to be from renewable and carbon neutral sources by 2035.

* Acronyms:
ACWA – Association of California Water Agencies
ACWA JPIA – Association of California Water Agencies Joint Powers Insurance Authority
CSDA – California Special Districts Association
CUEA – California Utilities Emergency Association
DDW – Dept. of Drinking Water
DWR – Dept. of Water Resources
FMWD – Foothill Municipal Water District
KID – Kinneloa Irrigation District
LAFCO – Local Agency Formation Commission of Los Angeles County
PWAG – Public Water Agencies Group
RBMB – Raymond Basin Management Board
SWRCB – State Water Resources Control Board
LCRR – Lead and Copper Rule Revisions

IV. Water Supply Summary as 7/31/25 for the Watermaster Year 2025-2026

Raymond Basin Groundwater (Acre Feet)		Kinneloa Irrigation District Water Tunnels (Acre Feet)	
1955 Decreed Rights	516	Holly High-Low	0.0
Less Pasadena Subarea 30% Reduction in Water Rights	-154.8	Eucalyptus	0.0
Net Effective Decreed Rights	361.2		
Prior Year Carryover	51.6	Far Mesa	0.0
Leases/Exchanges	0	House	0.0
Prior Year Spreading	***300.0	Delores	0.0
Short Term Storage	248.4		
Total Allowable Extractions	961.2		
Less Water Extracted YTD This Watermaster Year	-48.8	Year to Date Tunnel Production	0.0
Remaining Allowable Groundwater Extractions	912.4	Remaining Estimated Tunnel Production	0.0
Total Available Water Supply (Remaining Allowable Groundwater + Remaining Estimated Tunnel Production through June 2026)		537.0 Acre Feet	
Less Remaining Forecasted Pumping for Retail Water Sales		-0.0 Acre Feet	
Estimated Surplus Water through June 2026**		375.4 Acre Feet	

**

As of 7/31/25 approximately 3.1 AF excess water delivered to PWP through Ranch Top

Total Retail Water Sales for Watermaster Year 2024-2025 = 585.8 Acre-Feet
Total Retail Water Sales for Watermaster Year 2023-2024 = 474.8 Acre-Feet
Total Retail Water Sales for Watermaster Year 2022-2023 = 493.2 Acre-Feet

** This is the forecasted surplus water available for sale in the current year and/or carryover to the next Watermaster year which starts on July 1 subject to the carryover limits established by the Raymond Basin Management Board. Regarding the available surplus water, we will maximize the carryover to the next year and deliver the balance of the forecasted surplus water (if any) to the City of Pasadena. *Current Agreement with City of Pasadena for sale of excess groundwater expires June 30, 2025.*