KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, September 23, 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 –** August 26, 2025, Regular Meeting
   Recommended Action: Review and approve motion to file.

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

5. **AUTHORIZE GM TO ENGAGE STREAMLINE FOR WEBSITE ADA COMPLIANCE –**
   Recommended Action: Review memo from General Manager and consider approval of unbudgeted expenditure.

6. **CYBERSECURITY PROJECT APPROVAL –**
   Recommended Action: Approve GM to issue purchase order to Cricket SCADA LLC for materials required to execute the work associated with the CalOES Cybersecurity Grant Program.

7. **RESCHEDULE FUTURE MEETINGS –**
   Recommended Action: Cancel Regular Board Meetings scheduled for 11/25/25 and 12/23/25. Schedule Special Meetings for 11/18/25 and 12/16/25 in place of regular meetings cancelled.

8. **ARTIFICIAL INTELLIGENCE (AI) POLICY AND ENGAGEMENT OF AI SERVICE PROVIDER –**
   Recommended Action: Review and Approve District AI Policy. Review and approve General Manager to engage TeamSolve to develop and implement a proprietary AI workflow management solution.

9. INFORMATION ITEMS

- **a.** Water Loss Audit – August 2025*
- **b.** Water Quality Testing and Reporting – August 2025*
- **c.** Valve Exercising Status Report*
- **d.** Water Production Report WYE 6/30/25*
- **e.** FEMA PA Status for Eaton Fire Damages
- **f.** PWP Ranch Top Interconnection Operations
- **g.** Septic to Sewer Options
- **h.** Financial Plan Update*
- **i.** AI Policy
- **j.** ACWA-JPIA Annual Risk Assessment Visit*

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

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

12. 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.

13. CALENDAR – Upcoming regular meetings: October 28, 2025; November 25, 2025; December 23, 2025.

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://kinneloairrigationdistrict.info.

KINNELOA IRRIGATION DISTRICT

Regular Meeting – Board of Directors
1999 Kinclair Drive, Pasadena, CA 91107
Tuesday, August 26, 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); Chris Burt, Katherine Morrisroe

PUBLIC PRESENT: None

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.
   Chairman Brown motioned to move the Closed Session to immediately following item 5. It was seconded by Director Johnson. It was motioned/seconded/carried unanimously – (Brown / Johnson – 5 Aye / 0 Nay / 0 Abstain).

2. **PUBLIC COMMENT:** None

3. **REVIEW OF MINUTES:**
   Director Eldridge motioned to approve the July 22, 2025, Regular Meeting Minutes for filing, subject to correction of a typo on item 9 and was seconded by Director Opel. It was motioned/seconded/carried unanimously – (Eldridge / Opel – 5 Aye / 0 Nay / 0 Abstain).

4. **REVIEW OF FINANCIAL REPORTS – JUNE 2025:**
   The General Manager presented the July 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. **AUTHORIZE ACCEPTANCE OF CYBERSECURITY GRANT FUNDING AWARD:**
   Following review of the memo prepared by the GM regarding an award of grant funding for certain cybersecurity related projects, Director Opel motioned to approve Resolution 2025-08-26-01 authorizing the General Manager to execute any actions necessary to obtain federal assistance provided by the State and Local Cybersecurity Grant Program FY22 and FY23 and was seconded by Director Feliton. It was motioned/seconded/carried unanimously – (Opel / Feliton – 5 Aye / 0 Nay / 0 Abstain).

6. **CLOSED SESSION – Pending or Threatened Litigation:**
The Board went into closed session at 3:15 PM. The closed session concluded at 3:25 PM. Chairman Brown reported that no reportable action was taken.

7. **INFORMATION ITEMS:**
a. The General Manager reviewed the July 2025 Water Loss Report.

b. The General Manager reviewed the July 2025 report on Water Quality Testing. Chris Burt answered questions on chlorine residuals in the system.

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

d. The General Manager shared that the Hazard Mitigation Grant Program Application will not be further pursued due to the September 15th deadline requiring substantially completed design documents which is infeasible to meet at this time.

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 General Manager shared that he met with representatives from Los Angeles County Public Works regarding Septic to Sewer conversion options and requested a proposal for them to conduct a feasibility study to be presented to the Board in a future meeting.

g. The General Manager shared the update Fire Hazard Severity Maps as adopted by the LA County Board of Supervisors.

h. The General Managers shared the State of California proposed Sierra Madre Fault Zone map.

i. The General Manager noted that staff will be meeting with the consultants to review a draft Financial plan and will schedule a meeting with the Ad Hoc Planning Committee to review before presenting to the Board.

j. The GM will be presenting the annual sales and production report at the September meeting following the finalization of the Raymond Basin annual report.

k. The GM mentioned ongoing reliability issues regarding Subeca's performance and notified the Directors that a replacement metering system may need to be pursued in the coming year.

8. **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 July 2026 was reviewed.

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

None

10. **CALENDAR:**

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

11. **ADJOURNMENT:**

Chairman Brown adjourned the meeting at 4:20 P.M.

Prepared and submitted by,

Katherine Morrisroe
Assistant Management Analyst

Kinneloa Irrigation District
Income Statement Compared with Budget for the Eight Months Ending August 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	60,337.22	59,031.17	1,306.05	470,390.59	472,249.36	(1,858.77)	708,374.00
4002	Retail Water Sales Consumption	185,913.60	164,629.20	21,284.40	1,044,192.87	1,086,552.72	(42,359.85)	1,646,292.00
4020	Service Charges	505.96	0.00	505.96	3,434.36	0.00	3,434.36	0.00
4035	Interest on Cash	0.00	0.00	0.00	22,207.27	11,250.00	10,957.27	45,000.00
4070	Misc. Income	0.00	0.00	0.00	108,242.00	0.00	108,242.00	0.00
	TOTAL REVENUES	**246,756.78**	**223,660.37**	**23,096.41**	**1,648,467.09**	**1,570,052.08**	**78,415.01**	**2,399,666.00**
Expenses								
5005	Electricity	19,316.06	18,975.00	341.06	133,031.18	151,800.00	(18,768.82)	227,700.00
5010	Maintenance Supplies	2,080.41	2,083.33	(2.92)	25,928.44	16,666.64	9,261.80	25,000.00
5011	Material & Labor for Installs	0.00	0.00	0.00	19,279.72	0.00	19,279.72	0.00
5012	Safety Equipment	0.00	250.00	(250.00)	4,588.37	2,000.00	2,588.37	3,000.00
5015	Operations & Maint. Labor	28,681.10	25,833.33	2,847.77	233,175.93	206,666.64	26,509.29	310,000.00
5016	Non-Emergency Operations OT	2,068.61	1,891.67	176.94	17,866.21	15,133.36	2,732.85	22,700.00
5020	Standby Compensation	930.00	912.50	17.50	6,860.00	7,300.00	(440.00)	10,950.00
5022	Training/Certification	350.00	250.00	100.00	1,111.35	2,000.00	(888.65)	3,000.00
5025	Water Treatment/Analysis	660.00	1,250.00	(590.00)	13,981.24	10,000.00	3,981.24	15,000.00
5026	Water Treatment/Supplies	1,149.62	833.33	316.29	5,626.01	6,666.64	(1,040.63)	10,000.00
5030	Maint. Contractors Scheduled	0.00	8,982.92	(8,982.92)	78,458.33	71,863.36	6,594.97	107,795.00
5031	SCADA System O&M	0.00	833.33	(833.33)	9,233.61	6,666.64	2,566.97	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	253.02	1,666.67	(1,413.65)	17,286.80	13,333.36	3,953.44	20,000.00
5035	Vehicle Maintenance	115.83	500.00	(384.17)	10,357.05	4,000.00	6,357.05	6,000.00
5036	Fuel - All Equipment	666.29	1,000.00	(333.71)	7,463.77	8,000.00	(536.23)	12,000.00
5040	Equipment Rental	0.00	0.00	0.00	24,202.66	0.00	24,202.66	500.00
5041	Contested Charge	0.00	0.00	0.00	983.70	0.00	983.70	0.00
5045	Insurance-Workers Compensation	0.00	0.00	0.00	9,964.86	9,500.00	464.86	19,000.00
5046	Insurance-Liability	2,326.03	3,791.67	(1,465.64)	19,507.24	30,333.36	(10,826.12)	45,500.00
5048	Insurance-Property	4,186.96	448.25	3,738.71	6,576.73	3,586.00	2,990.73	5,379.00
5049	Insurance-Medical	8,515.24	7,527.50	987.74	68,121.92	60,220.00	7,901.92	90,330.00
6000	Engineering Services	3,836.25	3,750.00	86.25	38,210.25	30,000.00	8,210.25	45,000.00
6005	RBMB Watermaster Fees	1,529.58	1,583.33	(53.75)	12,181.22	12,666.64	(485.42)	19,000.00
6015	General Manager Compensation	15,361.00	16,077.67	(716.67)	132,700.50	128,621.36	4,079.14	192,932.00
6017	Administrative Travel	0.00	260.00	(260.00)	434.00	2,080.00	(1,646.00)	3,120.00
6020	Board of Directors Comp.	600.00	875.00	(275.00)	5,100.00	7,000.00	(1,900.00)	10,500.00
6021	Administrative/Board Expense	0.00	416.67	(416.67)	0.00	3,333.36	(3,333.36)	5,000.00
6024	Customer/Public Information	352.00	477.00	(125.00)	3,078.00	3,816.00	(738.00)	5,724.00
6025	CalPERS - KID	4,904.27	4,625.00	279.27	38,199.93	37,000.00	1,199.93	55,500.00
6030	Social Security - KID	3,789.90	3,541.67	248.23	30,664.50	28,333.36	2,331.14	42,500.00
6031	Medicare - KID	886.37	850.00	36.37	7,171.61	6,800.00	371.61	10,200.00
6032	State Unemployment Tax - KID	0.00	0.00	0.00	341.52	0.00	341.52	0.00
6035	Office/Computer Supplies	648.81	583.33	65.48	4,464.66	4,666.64	(201.98)	7,000.00
6036	Postage/Delivery	911.99	333.33	578.66	4,109.41	2,666.64	1,442.77	4,000.00

Kinneloa Irrigation District
Income Statement Compared with Budget for the Eight Months Ending August 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
6040	Professional Dues	2,067.36	1,748.83	318.53	15,607.88	13,990.64	1,617.24	20,986.00
6045	Legal Services	2,540.02	500.00	2,040.02	5,953.14	4,000.00	1,953.14	6,000.00
6050	Phone/Internet/Wireless	422.47	708.33	(285.86)	7,680.49	5,666.64	2,013.85	8,500.00
6059	Computer/Software Maint.	1,859.26	1,000.00	859.26	10,575.55	8,000.00	2,575.55	12,000.00
6061	Office Equipment Maint.	0.00	208.33	(208.33)	0.00	1,666.64	(1,666.64)	2,500.00
6065	Accounting Services	420.00	0.00	420.00	490.00	7,700.00	(7,210.00)	7,700.00
6070	Office & Accounting Labor	14,483.04	14,375.00	108.04	106,854.12	115,000.00	(8,145.88)	172,500.00
6075	Professional Services	1,112.17	1,250.00	(137.83)	9,441.81	10,000.00	(558.19)	15,000.00
6076	Contract Services	2,175.00	3,944.75	(1,769.75)	28,977.00	31,558.00	(2,581.00)	47,337.00
6080	FMWD Administrative Fees	1,169.50	1,212.17	(42.67)	9,274.51	9,697.36	(422.85)	14,546.00
6081	Permits/Fees	2,768.20	1,250.00	1,518.20	9,693.89	10,000.00	(306.11)	15,000.00
6120	Bank Service Charges	3,040.58	2,500.00	540.58	16,287.13	20,000.00	(3,712.87)	30,000.00
	Subtotal Operating Expenses	**136,176.94**	**139,099.91**	**(2,922.97)**	**1,332,247.15**	**1,129,999.28**	**202,247.87**	**1,696,399.00**
	NET OPERATING INCOME	**110,579.84**	**84,560.46**	**26,019.38**	**316,219.94**	**440,052.80**	**(123,832.86)**	**703,267.00**
Other Expenditures								
1504	Water Mains/Valves	9,947.16	0.00	9,947.16	158,641.91	29,900.00	128,741.91	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.	0.00	0.00	0.00	10,976.87	0.00	10,976.87	10,000.00
1514	Computer/Office Equip.	31.99	0.00	31.99	3,963.69	560.00	3,403.69	2,500.00
1515	Vehicles/Portable Equip.	0.00	0.00	0.00	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	687.31	0.00	687.31	8,662.96	1,600.00	7,062.96	4,000.00
	Subtotal Other Expenditures	**10,666.46**	**0.00**	**10,666.46**	**289,131.18**	**75,860.00**	**213,271.18**	**281,634.00**
	NET WATER REVENUES	**99,913.38**	**84,560.46**	**15,352.92**	**27,088.76**	**364,192.80**	**(337,104.04)**	**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)	**99,913.38**	**84,560.46**	**15,352.92**	**(73,012.22)**	**264,091.80**	**(337,104.02)**	**221,431.00**

Kinneloa Irrigation District
Balance Sheet as of August 31, 2025

ASSETS			
Current Assets			
1010	Checking-Wells Fargo Bank	$ 173,292.92	
1012	Reserve Fund-LAIF	945,410.57	
1100	Accts. Receivable-Water Sales	54,004.25	
1101	Accts. Receiv.-Service Charges	2,200.94	
1190	Allowance for Bad Debts	(771.48)	
1200	Inventory	20,000.00	
1340	Accrued Water Sales	244,243.00	
1350	Prepaid Insurance	2,326.13	
1360	Prepaid Expenses	21,506.14	
	Total Current Assets		1,462,212.47
Property and Equipment			
	Total Property and Equipment		0.00
Other Assets			
1901	PERS-Deferred Outflows	132,752.00	
	Total Assets		$ 1,594,964.47
LIABILITIES AND CAPITAL			
Current Liabilities			
2000	Accounts Payable	$ 33,641.60	
2005	Umpqua Visa Payable	7,577.28	
2250	PERS Withholding-Employee	5.17	
2271	Deposits-Construction Meters	4,250.00	
2272	Job Deposits	32,416.00	
2275	Deposits-Water Customers	255.02	
2290	Accrued Vacation	35,030.40	
	Total Current Liabilities		113,175.47
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		1,473,106.70
Capital			
3040	Fund Balance	4,954,602.90	
	Net Income	298,250.30	
	Total Capital		5,252,853.20
	Total Liabilities & Capital		$ 6,725,959.90

Kinneloa Irrigation District
Check Register
For the Period From Aug 1, 2025 to Aug 31, 2025

Date	Check #	Payee	Amount
8/14/25	11434	South Coast AQMD	341.88
8/14/25	11435	South Coast AQMD	1,131.26
8/14/25	11436	A-1 Fence Company	3,875.00
8/14/25	11437	ACWA-JPIA	4,186.96
8/14/25	11438	South Coast AQMD	8.37
8/14/25	11439	Bluegrass Integrated Communications	446.33
8/14/25	11440	BMC Landscape Management	2,175.00
8/14/25	11441	ACWA-JPIA	9,511.38
8/14/25	11442	Civiltec Engineering, Inc.	1,691.25
8/14/25	11443	Clinical Lab of San Bernardino	360.00
8/14/25	11444	David Stone Electrical Contractors Inc.	22,880.00
8/14/25	11445	Clinical Lab of San Bernardino	210.00
8/14/25	11446	Underground Service Alert	58.00
8/14/25	11447	Foothill Municipal Water District	1,169.50
8/14/25	11448	Geotab USA, Inc.	98.75
8/14/25	11449	Lagerlof LLP	200.02
8/14/25	11450	McMaster Carr	208.94
8/14/25	11451	Public Water Agencies Group	395.63
8/14/25	11452	Ultimate Cleaning Solutions, Inc.	90.00
8/15/25	EFT6804	Arthur M. Aragon	1,300.96
8/15/25	EFT6805	Ramon Jr. Ascencio	2,921.18
8/15/25	EFT6806	Christopher A. Burt	3,533.84
8/15/25	EFT6807	Felipe Gallegos	2,192.33
8/15/25	EFT6808	Thomas L. Majich	4,546.61
8/15/25	EFT6809	Katherine M. Morrisroe	1,762.57
8/15/25	EFT6810	Jeffrey L. Peterson	2,605.40
8/15/25	EFT6811	Melanie E. Timoteo	1,845.09
8/15/25	EFT6812	Christopher A. Burt	300.00
8/15/25	EFT6813	Felipe Gallegos	50.00
8/15/25	EFT6814	Automatic Data Processing, Inc.	8,659.48
8/21/25	11453	BMC Landscape Management	2,175.00
8/21/25	11454	Geotab USA, Inc.	79.00
8/21/25	11455	K.R. Nida Corporation	452.63
8/21/25	11456	McMaster Carr	320.35
8/21/25	11457	Public Water Agencies Group	395.63
8/21/25	11458	Raymond Basin Management Board	2,608.35
8/21/25	11459	USA Blue Book	230.04
8/21/25	11460	David Stone Electrical Contractors Inc.	7,955.00
8/21/25	11461	Ultimate Cleaning Solutions, Inc.	90.00
8/21/25	11462	South Coast AQMD	512.82

Kinneloa Irrigation District
Check Register
For the Period From Aug 1, 2025 to Aug 31, 2025

Date	Check #	Payee	Amount
8/21/25	11469	South Coast AQMD	1,131.26
8/21/25	11470	South Coast AQMD	565.63
8/21/25	11471	Griswold Industries	6,072.16
8/21/25	11472	Clinical Lab of San Bernardino	30.00
8/21/25	11473	Lagerlof LLP	2,340.00
8/21/25	11474	McMaster Carr	261.30
8/21/25	11475	Spectrum	320.00
8/21/25	11476	Western Water Works	763.42
8/21/25	EFT6815	Automatic Data Processing, Inc.	133.44
8/21/25	EFT6816	Applied Technology Group, Inc.	120.00
8/21/25	EFT6817	Arco Business Solutions	616.27
8/21/25	EFT6819	Nexbillpay	2,323.70
8/21/25	EFT6820	Pasadena Municipal Services	4,054.93
8/21/25	EFT6821	Southern California Edison Co.	14,940.40
8/21/25	EFT6822	Streamline	352.00
8/31/25	EFT6824	Automatic Data Processing, Inc.	121.03
8/31/25	EFT6825	AT&T Mobility	62.27
8/31/25	EFT6826	CalPERS 457 Plan	3,020.00
8/31/25	EFT6827	Nexbillpay	353.45
8/31/25	EFT6828	Verizon Wireless	38.34
8/31/25	EFT6829	CA Public Employees Ret. Sys.	70.00
8/31/25	EFT6830	Umpqua Bank	11,964.67
8/31/25	EFT6831	Arthur M. Aragon	1,169.86
8/31/25	EFT6832	Ramon Jr. Ascencio	2,367.81
8/31/25	EFT6833	Stephen Brown	138.52
8/31/25	EFT6834	Christopher A. Burt	3,533.84
8/31/25	EFT6835	Timothy J. Eldridge	138.53
8/31/25	EFT6836	John R. Feliton	138.53
8/31/25	EFT6837	Felipe Gallegos	2,412.52
8/31/25	EFT6838	Thomas L. Majich	4,546.60
8/31/25	EFT6839	Katherine M. Morrisroe	1,495.68
8/31/25	EFT6840	Arthur W. Opel	138.52
8/31/25	EFT6841	Jeffrey L. Peterson	2,392.64
8/31/25	EFT6842	Melanie E. Timoteo	1,701.71
8/31/25	EFT6843	Christopher A. Burt	300.00
8/31/25	EFT6844	Felipe Gallegos	50.00
8/31/25	EFT6845	Automatic Data Processing, Inc.	8,067.75
	Total		171,821.33

Checks not delivered by USPS - 11330, 11332, 11333, 11334, 11336, 11338, 11340, 11344, 11345, 11346 & 11347

Checks Voided - 11432, 11433, 11463-11468

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

Date	Check #	Name	Line Description	Debit Amount	Account ID	Account Description
8/1/25	20250801CB-1	Arnold's Frontier Ace Hdw	Office Supplies	57.53	6035	Office/Computer Supplies
8/1/25	20250801FG-1	Home Depot	maintenance supplies	70.66	5010	Maintenance Supplies
8/1/25	20250801JP-1	Airgas USA, LLC	Nitrogen	57.26	5010	Maintenance Supplies
8/1/25	20250801MA-1	Amazon.com Inc	Mouse, keyboard, monitor	287.62	6035	Office/Computer Supplies
8/1/25	20250801RA-1	Arco Business Solutions	Fuel	30.89	5036	Fuel - All Equipment
8/1/25	20250801TM-1	Google LLC	Google Cloud	76.76	6059	Computer/Software Maint.
8/1/25	20250801TM-2	Google LLC	Google Workspace	163.96	6059	Computer/Software Maint.
8/2/25	20250802MA-1	Amazon.com Inc	Calendar	15.50	6035	Office/Computer Supplies
8/4/25	20250804FG-1	Home Depot	maintenance supplies	73.33	5010	Maintenance Supplies
8/4/25	20250804FG-2	Home Depot	maintenance supplies	144.62	5010	Maintenance Supplies
8/6/25	20250806TM-1	American Water Works Assoc.	Water Education	350.00	5022	Training/Certification
8/7/25	20250807JP-1	Ferguson Waterworks #1083	pvc and Valve key	130.07	5010	Maintenance Supplies
8/7/25	20250807MA-1	Ware Disposal	Trash Service	489.43	6075	Professional Services
8/8/25	20250808JP-1	Foothill Lock & Key	Keys	26.52	6075	Professional Services
8/8/25	20250808KM-1	Intuit Inc.	Quickbooks Software Support	29.50	6059	Computer/Software Maint.
8/8/25	20250808KM-2	Intuit Inc.	Quickbooks Software	1,485.00	6059	Computer/Software Maint.
8/9/25	20250809KM-1	Staples, Inc.	Note pads	26.84	6035	Office/Computer Supplies
8/9/25	20250809TM-1	Starlink	Starlink	10.00	6050	Phone/Internet/Wireless
8/11/25	20250811JP-1	Lawn Mower Corner	DG stabilizer and rakes	253.02	5034	Equipment Maintenance
8/12/25	20250812MA-2	Sky Blueprint & Supplies Inc.	Map scans	33.15	6035	Office/Computer Supplies
8/12/25	20250812RA-1	Ganahl Lumber Company	Screws , pliers	28.75	5010	Maintenance Supplies
8/13/25	20250813TM-1	Amazon.com Inc	Office Supplies	174.39	6035	Office/Computer Supplies
8/14/25	20250814JP-1	La Canada Rustic Stone, Inc	DG Stabilizer	68.10	5010	Maintenance Supplies
8/14/25	20250814MA-1	National Construction Rentals	Portable Restroom	196.05	6075	Professional Services
8/14/25	20250814RA-1	Ferguson Waterworks #1083	couplings	74.23	5010	Maintenance Supplies
8/14/25	20250814RA-2	Arco Business Solutions	Fuel	12.43	5036	Fuel - All Equipment
8/14/25	20250814TM-1	California Utilities Emergency Assn.	Membership Dues	650.00	6040	Professional Dues
8/15/25	20250815JP-1	Home Depot	Decomposed Granite	25.28	5010	Maintenance Supplies
8/15/25	20250815RA-1	Ganahl Lumber Company	multimeter	46.39	5010	Maintenance Supplies
8/15/25	20250815RA-2	Arco Business Solutions	fuel	6.70	5036	Fuel - All Equipment
8/19/25	20250819FG-1	Home Depot	maintenance supplies	153.96	5010	Maintenance Supplies
8/19/25	20250819FG-2	Amazon.com Inc	vehicle supplies	17.08	5035	Vehicle Maintenance
8/19/25	20250819TM-1	SimpliSafe	Simplisafe	31.99	1514	Computer/Office Equip.
8/20/25	20250820FG-1	Amazon.com Inc	maintenance supplies	15.19	5010	Maintenance Supplies
8/20/25	20250820JP-1	Home Depot	ladders (2)	687.31	1530	Tools
8/21/25	20250821KM-1	Underground Service Alert	Digalert	87.70	6075	Professional Services
8/25/25	20250825FG-1	Home Depot	maintenance supplies	110.61	5010	Maintenance Supplies
8/25/25	20250825MA-1	Staples, Inc.	Membership	53.78	6035	Office/Computer Supplies
8/26/25	20250826FG-1	Home Depot	Salt	1,149.62	5026	Water Treatment/Supplies
8/26/25	20250826RA-1	Landscape Warehouse Inc.	irrigation Supplies	49.18	5010	Maintenance Supplies
8/29/25	20250829JP-1	Ganahl Lumber Company	Maintenance supplies	22.84	5010	Maintenance Supplies
8/29/25	20250829KM-1	Dataswitcher Holding B.V.	Accounting Software	104.04	6059	Computer/Software Maint.
	Total			7,577.28		

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: September 23, 2025

To: Board of Directors

From: Tom Majich, General Manager (GM)

Subject: Website ADA Compliance Service

Federal Law under The American with Disabilities Act, Title II, requires special districts to provide equal access to programs and services for people with disabilities, including websites. The California Unruh Civil Rights Act of 1959 requires special districts to provide "full and equal accommodations, advantages, facilities, privileges, or services" to all people regardless of disability, is broader than the federal ADA standard and automatically incorporates ADA violations allowing $4,000 statutory damages per violation.

The District's website currently contains approximately 1,765 documents with 20,000 pages. Various tools have been proposed in recent years to help Special District's and other government entities to maintain compliance of their website and documents available through their websites. Streamline is a service provider that builds tools to help special districts with online compliance, accessible and compliant websites, and communication tools to help districts promote the important work they do. The District's website is powered by a Streamline platform developed to assist Special District with compliant and efficient websites.

Streamline recently launched a program called DocAccess that will help Special Districts maintain a library of compliant documents. The plan pricing is $800/month and includes $10,000 in indemnification coverage.

The GM recommends that the District enter into a Services Agreement with Streamline Software, Inc. to add the DocAccess feature to our current web hosting service. The cost is presently $800/month. This is a recurring, unbudgeted expense that will increase each customer bill approximately $1.45 per month when future rate setting studies are performed. Prior to adopting new rates that incorporate recapture of this expense the expense will be paid from District operating reserves.

⏰ This Agreement Is Expiring Soon

This agreement will expire in **3 days** on September 18, 2025 at 9:02 PM.

Please sign this agreement before it expires or contact support@docaccess.com for assistance.

DocAccess

Accessible Document Service Proposal

Transform Your PDFs into Fully Accessible, Searchable, and Translatable Documents

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PREPARED FOR

Kinneloa Irrigation District

Administrator

Kinneloa Irrigation District

your-email@example.com

PREPARED BY

Taylor Gordon

Account Executive

DocAccess by Streamline Software

taylor@getstreamline.com

(916) 900-6619

Executive Summary

Kinneloa Irrigation District faces a critical deadline for PDF accessibility compliance. After analyzing **1,186** links across its web properties, the DocAccess tool discovered **1,765** documents containing approximately **20,000** pages. With this agreement, DocAccess will ensure **20,000 pages on kinneloairrigation.specialdistrict.org.** are served in an accessible format. Traditional remediation of all these documents would cost approximately **$140,000** or could take **84 weeks** of dedicated staff time.

DocAccess offers an immediate, cost-effective solution at just $800 per month — that's **93%** less than traditional remediation in the first year alone, with instant deployment and ongoing compliance.

The Accessibility Challenge

Under the Americans with Disabilities Act (ADA) and recent Department of Justice guidelines, all public-facing digital content must be accessible to people with disabilities. This includes:

- ✓ Meeting WCAG 2.1 AA standards for all PDF documents
- ✓ Providing equal access to information for all users
- ✓ Avoiding costly lawsuits and compliance penalties
- ✓ Serving your community's **15-20%** of residents with disabilities
- ✓ **Enhancing accessibility for Kinneloa Irrigation District's diverse community by providing translated materials ensures all residents—including those who speak languages other than English at home—can fully understand and participate in district services and communications (U.S. Census Bureau, ACS 2022 5-Year Estimates).**

The DocAccess Solution

DocAccess transforms your existing PDFs into fully accessible documents without changing your files or website structure. Our cloud-based solution provides:

♿ Instant Accessibility

Automatic conversion to screen-reader compatible HTML with proper semantic structure and WCAG 2.1 AA compliance.

🌐 150+ Language Translation

Real-time translation powered by Google Translate, prioritizing languages spoken in your service area.

🔍 AI-Powered Search & Q&A

🧑‍💻 Live Visual Interpretation

Users can search within documents and ask questions in plain language, getting instant answers in their preferred language.

24/7 access to professional interpreters via Aira for users who need additional assistance - included at no extra cost.

Mobile Optimization

Responsive design ensures perfect viewing on all devices, from smartphones to desktop computers.

Smart Image Description

AI-generated comprehensive alt-text for all images, charts, maps, and diagrams following WCAG best practices.

Technical Excellence & Compliance

DocAccess is built on industry-leading standards and partnerships:

- ✓ Full WCAG 2.1 AA compliance verified by VeraPDF validation

- ✓ Section 508 and ADA Title II & III compliance
- ✓ ISO 14289 (PDF/UA) standard adherence
- ✓ Tested with all major screen readers (JAWS, NVDA, VoiceOver)
- ✓ Regular audits by accessibility experts
- ✓ Continuous improvement through user feedback

Simple Implementation Process

1 **Quick Installation (15 minutes)**
Add one line of code to your website - similar to Google Analytics. Works with any CMS or platform.

2 **Automatic Processing (24 hours)**
DocAccess scans and processes all your PDFs, creating accessible versions without touching your original files.

Go Live & Stay Compliant

3 Your PDFs are now fully accessible. New documents are processed automatically. Full dashboard for monitoring.

Investment & Value

Recommended Plan: Pro

$800/month

For **20,000 pages on kinneloairrigation.specialdistrict.org.**

Includes $10,000 in indemnification coverage

What's Included:

- ✓ Unlimited document views and downloads
- ✓ Automatic processing of new documents
- ✓ All accessibility features (translation, Q&A, live assistance)
- ✓ Compliance monitoring dashboard
- ✓ Regular accuracy reviews by experts

- ✓ No setup fees or hidden costs
- ✓ Flexibility to change plans anytime

Cost Comparison:

Traditional PDF remediation: **$140,000** (one-time)

DocAccess solution: **$800** per month

You save $130,400 in the first year alone!

Frequently Asked Questions

Do I need to remediate my existing PDFs?

No. DocAccess creates fully compliant WCAG 2.1 AA compliant HTML formats that are the gold standard for ADA requirements. Your original PDFs remain unchanged as an alternative format for printing.

How quickly can we be compliant?

Most organizations are fully operational within 24-48 hours of installing the DocAccess code. Complex documents may take slightly longer for our quality review process.

What about documents on external sites we link to?

DocAccess uniquely handles external PDFs you link to, ensuring your users have an accessible experience even with third-party documents.

Is this solution legally compliant?

Yes. DocAccess meets all federal ADA requirements and state-specific regulations. We offer up to **$10,000** in indemnification coverage for added protection.

Service Agreement

This Software as a Service Agreement ("Agreement") is entered into on **September 12, 2025**, between Streamline Software Incorporated ("Provider") and **Kinneloa Irrigation District** ("Customer").

Services Provided

DocAccess is a subscription-based accessibility solution that includes:

- Automated document accessibility compliance
- Real-time translation to 150+ languages
- AI-powered search and Q&A functionality
- 24/7 live visual interpretation services
- Compliance monitoring and reporting
- $10,000 indemnification for any ADA-related issues

Terms

- **Subscription: Pro** Plan - **20,000 pages on kinneloairrigation.specialdistrict.org.** pages
- **Fee: $9,600.00 per year ($800.00 per month)**
- **Billing Cycle: Every year, beginning September 2025**
- **Payment Terms:** Net 45
- **Contract Term: 1-year commitment** - enjoy our price lock guarantee for the duration of the contract term.
- **Price Protection:** Your price stays fixed during your subscription term, even if you increase usage up to 200% of your original page count. This flexibility supports public organizations' ability to communicate freely and maintain

transparency.

- **Indemnification Coverage: $10,000** - protecting you against accessibility-related claims

This Agreement incorporates the DocAccess Terms of Service available at docaccess.com/terms-of-service

Streamline Software, Inc.

Name: Mac Clemmens
Title: CEO
Date: September 12, 2025

Kinneloa Irrigation District

Name: Kinneloa Irrigation District
Title: Administrator
Date: September 12, 2025

W-9 available at getstreamline.com/w9 | Fed Tax ID: **26-3341975**

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: September 23, 2025

To: Board of Directors

From: Tom Majich, General Manager (GM)

Subject: Award of Contract to purchase SCADA Components as part of Cybersecurity Grant Award

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Per authorization of the Board of Director's at its 8/26/25 meeting, the GM has completed the initial documents required to receive the grant award in the amount of $105,196 from the California Governor's Office of Emergency Services (Cal OES) "FY 2024 State and Local Cybersecurity Grant Program" (SLCGP). This grant is applicable to the project identified in the current Capital Improvement Plan (CIP) as project G-5 "SCADA RTU Upgrades." The approved CIP contemplated spending $50,000 in 2026 and $50,000 in 2027 on this project for a total District expenditure of $100,000.

A condition of the grant is that all activities must be completed by 12/31/2026. The District has received a proposal from its SCADA contractor, Cricket Scada LLC, in the amount of $51,712. to purchase 16 new SCADAPack 474 controllers. The cost to install and program the controllers cannot be determined at this time as each installation site is unique, Cricket proposes to perform all installation and programming under a Time and Materials contract per the rates included in its Master Services Agreement with the District. Based on discussions with Cricket's principal, the GM expects the installation and programming costs to be approximately $110,000 bringing the total project cost to $161,712. After the CalOES grant contribution the District out of pocket cost is expected to be $56,516.

The GM requests approval from the Board of Directors to issue Cricket SCADA LLC a purchase order in the amount of $51,712 to be paid in 2025 so that the materials can be secured and the installation and programming may commence in early 2026 to be completed well in advance of the 12/31/26 deadline per the grant terms.

ARTIFICIAL INTELIGENCE POLICY

1. Purpose

This policy establishes a framework for the responsible, ethical, and secure use of Artificial Intelligence (AI) technologies within the Kinneloa Irrigation District (the "District"). It acknowledges the benefits of AI by attempting to ensure AI deployment aligns with the District's mission to deliver reliable, high-quality water services while upholding safety, transparency, accountability, and public trust, while minimizing the risks around AI usage, including but not limited to, inaccuracy, AI bias and discrimination, ownership of AI created content, security and privacy concerns. AI/Generative AI is a tool, and the District remains responsible for its outcomes.

2. Scope

This policy applies to:

- All departments and personnel (employees, contractors, and consultants);
- All AI systems, tools, or services developed, procured, or used by the District; and
- Any third-party AI service providers interacting with District data or systems.

3. Definitions

- **Artificial Intelligence (AI):** Technologies capable of performing tasks that typically require human intelligence, including but not limited to machine learning, natural language processing, and predictive analytics. AB 2885 and California Government Code Section 11546.45.5 define "Artificial Intelligence" as "[a]n engineered or machine-based system that varies in its level of autonomy and that can, for explicit or implicit objectives, infer from the input it receives how to generate outputs that can influence physical or virtual environments."
- **Automated Decision-Making:** Use of AI systems to make decisions without significant human intervention.
- **Generative AI:** Any type of AI that uses computer algorithms to create, produce or generate outputs (including text, images, video, audio, code or synthetic data) including from or based on the data on which it was trained or other prompts or inputs.
- **Personal Data:** Any information that relates to an identified or identifiable individual.

4. Principles for AI Use

The District will ensure all AI applications are:

a. Lawful and Ethical

- Compliant with California and federal laws, including privacy (e.g., CPRA/CCPA), water quality, labor, and public records laws.
- Aligned with the District's ethical standards.

b. Transparent

- The use and purpose of AI will be documented, and significant decisions influenced by AI will be explainable to stakeholders.
- Where AI is used in public-facing tools or services, notice will be provided.
- AI-generated content or decisions must be clearly identified.

c. Accountable

- Employees remain responsible for AI-assisted outputs and must ensure accuracy and compliance with District policies.
- Human oversight will remain in all critical decision-making processes.
- Departments using AI must identify responsible personnel for AI oversight and governance.

d. Privacy

- AI systems must include safeguards for the protection of customer, employee, and operational data.
- Personal data used in AI systems must be minimized, anonymized when possible, and securely managed.

e. Secure

- AI systems must meet District cybersecurity standards.
- Vendors must comply with NIST Cybersecurity Framework or equivalent standards.

f. Equitable

- AI tools must be evaluated for bias and fairness, particularly in areas that could impact employment, service delivery, or community equity.
- Regular audits may be conducted to identify and mitigate unintended bias.

5. Permitted Uses of AI

Current permitted AI uses:

- **Operational optimization:** Leak detection, predictive maintenance, energy use forecasting
- **Customer service:** Chatbots, intelligent call routing, digital assistants (with human oversight)
- **Data analysis:** Demand forecasting, water quality trend analysis, conservation modeling
- **Workforce efficiency:** Automating repetitive administrative tasks including work flow management for routine field operator tasks

Any AI implementation must undergo a risk and impact assessment prior to deployment.

6. Prohibited or Restricted Uses

AI may not be used for:

- Surveillance of employees or customers
- Fully autonomous decision-making that affects hiring, discipline, or service eligibility
- Any use that violates civil rights, privacy laws, or public trust
- No District confidential, restricted, personal, proprietary, or protected data of any kind, including data that is not owned by the District, may be shared (copied, typed, interfaced, etc.) with any AI tool, unless and until previously authorized by District management.

7. Procurement of AI Solutions

All departments must:

- Notify District management before procuring or integrating any AI tool
- Include AI evaluation criteria in vendor selection (e.g., explainability, risk mitigation, data handling)

8. Training and Capacity Building

The District will provide:

- Ongoing staff training on AI ethics, responsible use, and data privacy
- Position-specific training for employees using AI-powered systems

9. Monitoring and Review

- AI systems will be monitored for effectiveness, safety, and compliance
- This policy shall be reviewed annually by the District's management or a designated working group

10. Policy Violations

Violations of this policy may result in:

- Revocation of AI tool access
- Disciplinary action consistent with District HR policies
- Termination of vendor contracts for noncompliance

***

For questions or compliance reporting related to this policy, contact:

Kinneloa Irrigation District's General Manager

Enhancing Utility Operations with AI

A Proposal from TeamSolve to Kinneloa Irrigation District

1. Introduction

1.1 Purpose

This proposal outlines the implementation of TeamSolve's AI-powered Knowledge Twin™ (KT) for Kinneloa Irrigation District. The objective is to modernize work order management and knowledge access by:

- Providing a unified AI-powered work order system that covers all organizational workflows.
- Enabling preventive and corrective maintenance scheduling, routine inspections, and automated form/report generation.
- Equipping staff with a chat-based knowledge companion that makes SOPs, historical records, and operational insights instantly accessible.

1.2 Scope of the Implementation

The implementation will cover:

- Work Order Automation – Digital workflows for preventive and corrective maintenance, inspections, and customer service requests.
- Knowledge Base Access – Conversational retrieval of SOPs, safety protocols, equipment manuals, historical work logs, and any other organizational information.
- Automated Forms & Reporting – Auto-filled forms, inspection logs, and summary reports generated directly from field inputs.
- Operational Intelligence – AI-driven insights on asset health, anomalies, and recurring issues.

2. Hosting and Deployment

2.1 Dedicated Cloud Hosting

TeamSolve will deploy the AI Knowledge Twin in a dedicated North America–based Azure environment for Kinneloa Irrigation District. This ensures secure, scalable, and isolated computing resources.

2.2 Access Methods

- Web-based and mobile chat interface for field staff.
- Integration with standalone portal.
- Role-based access control aligned with Kinneloa's IT policies.

3. Data Requirements and Integration

Kinneloa will provide the following for onboarding:

- Work order data – Forms, tasks and historical logs of preventive, corrective, and inspection tasks.
- Organizational information: SOPs & technical documents – Manuals, policies, and safety checklists.
- GIS/asset data – Maps, pipe network details, and equipment metadata.
- Optional – SCADA data if available
- Integration options: shared secure folder, API connections, or direct data linkages.

4. Security, Compliance, and Data Protection

- Frameworks: ISO 27001, SOC 2, GDPR, NIST CSF compliance.
- Encryption: AES-256 for data at rest, TLS 1.2+ for data in transit.
- Access Control: Integration with Kinneloa's authentication system.
- Data Ownership: Kinneloa retains full ownership of all data.
- Retention & Deletion: All project-related data will be deleted within 30 days post-engagement unless otherwise agreed.

5. Implementation Timeline

Phase I – Setup (4 weeks)
- Asset/user/KPI identification
- Data ingestion and system configuration
- AI model training and beta release
- Staff training and feedback

Phase II – Full Operation
- Expansion to all users/workflows
- Weekly review and refinements
- ROI evaluation and system optimization

6. Payment and Budget

TeamSolve proposes a 3-year contract to ensure long-term support, adoption, and value realization for Kinneloa Irrigation District.

- Year 1 – including Initial Setup & Deployment: USD $5,000
  - Data ingestion and processing
  - AI model configuration and customization
  - User onboarding and training
  - Dedicated implementation support

- Year 2 – Subscription with Accelerator: USD $5,600
  • Continued access to the AI Knowledge Twin platform
  • Ongoing software updates and feature enhancements
  • Priority technical support
  • Data retention and performance monitoring

- Year 3 – Subscription with Accelerator: USD $6,265
  • Full platform access with new capabilities as released
  • Continuous improvements in automation and reporting
  • Advanced technical support and performance reviews

7. Legal Terms and Conditions

EULA – Usage rights, confidentiality, and IP protection follow TeamSolve End User License Agreement.
SLA – Response times:
  • Critical issues <24 hours
  • High priority <36–48 hours
  • Medium/low priority <7 days
Liability – Limited to direct damages only.
Governing Law – Laws of the State of California (where Kinneloa is based).

8. Next Steps

1. Agreement Approval – Kinneloa Irrigation District to review and approve.
2. Data Collection – Kinneloa prepares and shares required datasets.
3. Implementation Planning – Joint planning meeting to finalize deployment.

Signed for and on behalf of:

Kinneloa Irrigation District
Company approval: ____________________
Date: ______________________________

TeamSolve Pte. Ltd.
Company approval: ____________________
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	22,000.00	1,320.00	
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	110,000.00	4,400.00	
East Tank	19.76	20.96	0.34	6,976.00	2,371.84	
			TANK VOLUME CHANGE		34,757	gallons
			TOTAL GROUNDWATER PRODUCED		15,900,984	gallons
				PWP IMPORT	9,366,456	gallons
				PWP EXPORT	(2,695,044)	gallons
			NET KID SYSTEM DEMAND		22,537,639	gallons
					30,131	CCF
				Metered Sales	26,017	CCF
				Loss	4,114	CCF
				Loss	3,076,923	gallons
				Loss %	13.7%	
			Previous Month Loss%		13.1%	
			YTD System Demand		51,708	
			YTD Metered Sales		43,351	
				YTD Loss %	16.16%	

WATER SAMPLE RESULTS SUMMARY
AUGUST 2025

SAMPLE DATE	LAB	SOURCE OR DISTRIBUTION	TEST ANALYSIS	DESCRIPTION	# SAMPLES	# TESTS	RESULTS	COMMENTS
7/31/2025	Clinical	Special Inhouse - Distribution	Bacteriological	Total Coliform, E.coli	2	4	ND	East Tank Washout
7/31/2025	Clinical	Special Inhouse - Distribuiton	Field	Chlorine Residual	2	2	1.27 & 1.31	East Tank Washout
8/1/2025	Clinical	Special Inhouse - Distribution	Bacteriological	Total Coliform, E.coli	2	4	ND	East Tank Washout
8/1/2025	Clinical	Special Inhouse - Distribution	Field	Chlorine Residual	2	2	1.40 & 1.43	East Tank Washout
8/5/2025	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
8/5/2025	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.
8/5/2025	Clinical	Distribution	Field	Chlorine Residual	6	6	1.08 - 1.90 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
8/5/2025	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	1st week sources tested are groundwater wells - Kinneloa #3 Well & Wilcox Well.
8/19/2025	Clinical	Distribution	Bacteriological	Total Coliform, E.coli	6	12	ND	
8/19/2025	Clinical	Distribution	Field	Chlorine Residual	6	6	1.01 - 1.69 mg/L	District permit requires Chlorine Residual to be > 0.5 mg/L.
8/19/2025	Clinical	Source*	Bacteriological	Total Coliform, E.coli	2	4	ND	
8/21/2025	Clinical	Special Inhouse - Distribution	Bacteriological	Total Coliform, E.coli	2	4	ND	Holly West Tank Washout
8/21/2025	Clinicla	Special Inhouse - Distribution	Field	Chlorine Residual	2	2	1.65 & 1.69	Holly West Tank Washout
8/22/2025	Clinical	Special Inhouse - Distribution	Bacteriological	Total Coliform, E.coli	2	4	ND	Holly West Tank Washout
8/22/2022	Clinical	Special Inhouse - Distribuiton	Field	Chlorine Residual	2	2	1.65 & 1.69	Holly West Tank Washout
				Total Samples	42	74		

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

WATER PRODUCTION AND SALES REPORT FOR JULY 2024 THROUGH JUNE 2025

Summary of production sources, customer sales, rainfall, long and short-term storage and activities and initiates for the Watermaster year of July 2024 through June 2025.

Production

The Kinneloa Irrigation District (KID) produced 698.7 acre-feet to the system from our wells and tunnels for the year of 2024-2025, July through June, as shown in Figure 1. We did not deliver any revenue water to Pasadena Water and Power during this period.

In July 2024 and October 2024, due to temporary failure of equipment at the K-3 Well we received 3.7 acre-feet of water from Pasadena Water and Power and returned 4.2 acre-feet of water in October 2024 as reimbursement. The difference in quantity was to compensate for the increased pumping costs in the zone we received water from and the zone we delivered water to. Due to impacts from the January Eaton Fire on Pasadena's storage system, we delivered a net 23.9 acre-feet of additional water to Pasadena's Don Benito zone as of the end of June 2025.

Water production for our retail customers and system use was 20.1% more than the 559.3 acre-feet produced in the relatively wet 2023-2024 water year. The gross system production value for 2024-2025 was 84% of the 31-year historical average.

Figure 1 includes data from water years 1994-1995 through 2024-2025 for all production sources as well as for surface water and groundwater diverted from our system for spreading credits. Spreading credits are added to our available extraction rights in the subsequent water year in which the spreading occurs. Figure 2 shows the proportion for total production for each year broken down by KID wells and tunnels. Gross tunnel production (to system and spreading) is dependent on rainfall and groundwater recharge from precipitation and has ranged from a high of 1033.4 acre-feet in 2004-2005 to a low of

194.5 acre-feet in 2017-2018. Tunnel production to the system is dependent on system operational needs, ability to deliver wholesale water to Pasadena Water and Power and the quality of tunnel water. Gross tunnel production (including production for spreading) for 2024-2025 was 502.3 acre-feet which is 10% higher than the 31-year average of 454.8 acre-feet. This is due to two consecutive years of higher-than-average rainfall. Tunnel production to the system in 2024-2025 was only 78.2 acre-feet, this is because the only tunnel that met current water quality standards was the Delores Tunnel. The Delores Tunnel transmission line was damaged during the Eaton Fire and has been out of production since January 8, 2025. The House Tunnel source was changed to Inactive due to high fluoride levels and low production value. The Hi-Lo Tunnel source exceeds fluoride standards, a blending plan was being developed to use this source again, but the line was damaged by events around the Eaton Fire. The Far Mesa Tunnel was not damaged by the Eaton Fire, but its fluoride content exceeds regulatory standards, and a cost-effective fluoride treatment solution has not yet been identified to bring this source back online. Figure 3 is a circle chart showing the percentage of total production by source for the water year ending June 2025. This most recent year our wells produced 89% of the water and the tunnels produced 11% of the system water. For the upcoming production year it is anticipated that the tunnels will produce no water into the system.

Sales

Total sales to retail customers were 586.2 acre-feet as shown in Figure 4, this is approximately 11% below the 31-year average. Although the rainfall during the water year was below average which usually indicates increased customer demand, overall demand was down due to the loss of 40 customer accounts due to property destruction from the January 2025 Eaton Fire and decreased demand from customers whose homes were not destroyed but chose to reside elsewhere and keep their home vacant. The average monthly sales of water during the year from 1994-1995 to 2024-2025 are shown in Figure 5. Peak sales are usually in the July through September period and minimum sales usually occur in the January through March period. Weather conditions can cause these periods to shift and can drastically affect the total sales for the year.

Water Use Efficiency

The KID has extensively promoted measures to increase water use efficiency over the past eighteen years and has participated in rebate programs to provide incentives to our customers to reduce water usage. The data indicates a meaningful 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 KID will continue to promote water use efficiency in compliance with state and local regulations and the District's Rules and Regulations.

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 88.6 acre-feet or 12.7% 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 31-year average of 84.2 acre-feet or approximately 5.2%. 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 2024-2025 year there were several moderate system leaks and water was lost during maintenance of our tanks and reservoirs. The January 2025 Eaton Fire required a significant amount of water for fire suppression purposes as well as system flushing and testing in the weeks following which contributed to this higher-than-average water loss rate.

Rainfall

Rainfall for 2024-2025 was 13.0 inches, as recorded by Los Angeles County Department of Public Works at the Eaton Dam Wash, as shown in Figures 1 and Figure 6 as compared to 33.8 inches in the previous year and well below the 31-year average of 21.4 inches.

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 our water rights in the current year. 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 1. 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. Long Term Storage accounts are reduced 1% annually to account for basin level water loss. In the subsequent years KID was able to add to Long-Term Storage only enough to offset the 1% loss. That practice was ended by the RBMB at the end of the 2019 water year. The current Long-Term Storage policy is that no additions may be made, no pumping may be produced from the account, and the account value is reduced by 1% annually. At the end of the 2025 water year, KID has 736.4 acre-feet in its Long-Term Storage account.

Short-Term Storage

In 2016, the RBMB established a short-term storage program in the Pasadena subarea. The program applies to agencies with excess pumping rights at the end of a water year to allow for operational flexibility and better planning and utilization of leases, management of decreed rights and maximize beneficial use of spreading credits. The annual amount of excess pumping rights is limited to 300 acre-feet and is added to the production right at the beginning of the following year. At the end of the 2024-2025 water year, the KID had 412.9 acre-feet of surplus production rights. For the 2025-2026 water year KID will start with the maximum allowed 51.6 acre-feet designated as Carryover Right (maximum 10% of 1955 Decreed Rights) and the maximum allowed 248.4 acre-feet in its Short-Term Storage Account.

Spreading Operations

In the early 1970s, new drinking water quality regulations rendered the direct use of most surface water supplies in the Raymond Basin unacceptable for use as sources of potable water without additional treatment. As a result, the Raymond Basin Advisory Board developed a methodology by which parties with surface "diversion rights" could divert these surface water to spreading basins or natural stream channels leading to spreading basins and receive additional pumping credits (recapture credits) in lieu of constructing treatment facilities. These recapture credits are in addition to adjudicated groundwater extraction rights. The original spreading methodology was established in 1973 and revised in 1994 which is the standard in practice today. KID has certain surface water rights and often diverts groundwater from its tunnels sources to spreading. The general methodology is that KID will receive a recapture credit of 80% of any water spread in District owned facilities or property. For District water which is diverted to a Los Angeles County Public Works Department facility for percolation into the ground, the District will receive a recapture credit of 80% of the water delivered to the spreading basin that is not discharged from the spreading basin due to overflow.

Recapture or "spreading" credits are a critical portion of KID's supply portfolio. Figure 7 shows the recapture credit value for each watermaster year ending 2005 through 2025. Supplementing net decreed pumping rights with recapture credits is necessary to have the supply available to meet customer demand. The expiration of the District's fluoride variance in December 2023 required several tunnel sources that otherwise would have been produced directly into the system, to instead be diverted for spreading. If these tunnel sources become unavailable for direct production into the system in the future, maintaining the tunnels and their distribution system for spreading operations is a critical function to maintaining adequate pumping rights to meet system demand.

Production Issues

Figure 1 shows that the Wilcox Well produced 77.6 acre-feet of water in 2024-2025 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. As the production volume of the Wilcox Well is approximately 30% of the production volume at the K-3 Well, the District has used the Wilcox Well only during the summer season for the past few water years to avoid overuse of the K-3 Well. Since the Wilcox Well is powered by the more reliable Pasadena Water and Power utility, we increasingly rely on the Wilcox Well for production when the K-3 Well is out of service due to power failure. Additionally, the K-3 Well equipment is suffering from reliability and performance issues due to extreme temperatures in the pump vault. When surface temperatures are elevated we must run K-3 for limited hours and increasingly rely on the aged Wilcox Well for production to meet demand.

Water levels in the Raymond Basin at both the K-3 and the Wilcox Well sites have risen substantially in the most recent three water years. The water level at the Wilcox Well achieved its modern lowest level in 2018 but has steadily risen since then, sharply so in the 2022-2024 water years period. The recovery in the groundwater elevation is due to a combination of increased rainfall, reduced pumping by Raymond Basin members and a focus of public agencies to reduce impermeable surfaces that direct surface water away from groundwater recharge and to the storm drainage system.

Although the gross production last year from the KID's tunnels was 10% of the 31-year average, much of that water was unable to be used in the system and was diverted to spreading. Tunnel water is not counted in our adjudicated pumping allowance and is our only source of low-cost supplemental water. Tunnel water delivers at multiple points in the system and particularly at higher elevation reservoirs, delivery of tunnel water instead of pumped groundwater avoids significant financial and environmental costs associated with the pumping operations. Continued investment in treating our tunnel sources so they may be diverted directly to system use is a high priority, as is maintaining the tunnel delivery system through resilience measures.

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 historically 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 at risk as our tunnel sources increasingly no longer meet potable water standards and are frequently damaged by natural hazards such as fire, heavy rainfall and land movement activity.

With our K-3 Well pumping capacity limited due to the heat hazards we are straining pumping operations to meet system demand. With maximum day system production demands of approximately 1.1 million gallons, the system infrastructure may no longer be able to practically produce what is needed, even if we have the rights in the basin to produce that volume. With the practical limitation of the K-3 Well pumping only 16-hours a day due to heat and power pricing issues we are required to run Wilcox Well almost continually during peak demand periods. The Wilcox Well itself is over 100-years old and the pumping equipment is over 45 years old, aged equipment coupled with declining water levels make this production source increasingly unreliable.

We 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. Based on these factors the KID should 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, or our pumping infrastructure is not adequate to produce our rights. 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; however, given our immediate adjacency to and maintenance of multiple interconnections with Pasadena Water and Power (PWP), the KID may want to consider mechanisms for receiving supplemental water from PWP as a more cost effective and immediate option.

Figure 1

Data for Watermaster Year (July through June) 1994-1995 to 2024-2025

*Production in Acre-Feet	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End	WY End
Source	**Jun-95**	**Jun-96**	**Jun-97**	**Jun-98**	**Jun-99**	**Jun-00**	**Jun-01**	**Jun-02**	**Jun-03**	**Jun-04**	**Jun-05**	**Jun-06**	**Jun-07**	**Jun-08**	**Jun-09**	**Jun-10**	**Jun-11**
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	7.3	7.1
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	610.6	580.2
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	617.8	587.3
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	80.1	98.8
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	13.8	14.5
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	37.4	39.8
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	44.8	98.5
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	38.9	41.2
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	215.0	292.8
Total Production to System	**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**	**832.9**	**880.0**
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	0.0	0.0
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	-105.1	-217.4
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	-105.1	-217.4
Net Production for Retail	**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**	**727.8**	**662.7**

Diversions to Spreading in Acre-Feet																	
Source	**Jun-95**	**Jun-96**	**Jun-97**	**Jun-98**	**Jun-99**	**Jun-00**	**Jun-01**	**Jun-02**	**Jun-03**	**Jun-04**	**Jun-05**	**Jun-06**	**Jun-07**	**Jun-08**	**Jun-09**	**Jun-10**	**Jun-11**
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	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	0.0	0.0
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	21.2	37.8
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	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	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**	**21.2**	**37.8**
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	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	33.8	39.8
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	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	45.1	188.0
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	2.0	1.8
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	80.8	229.6
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	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**	**80.8**	**229.6**
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**	**102.1**	**267.4**

Gross Tunnel Production	**Jun-95**	**Jun-96**	**Jun-97**	**Jun-98**	**Jun-99**	**Jun-00**	**Jun-01**	**Jun-02**	**Jun-03**	**Jun-04**	**Jun-05**	**Jun-06**	**Jun-07**	**Jun-08**	**Jun-09**	**Jun-10**	**Jun-11**
Hi-Low Tunnels	71.3	217.0	177.2	146.6	143.1	132.6	111.1	86.0	69.9	59.8	125.6	171.9	131.0	107.6	89.2	80.1	98.8
House Tunnel	37.8	43.9	35.4	33.1	41.1	31.5	26.2	21.5	20.3	12.7	38.2	44.9	26.5	20.6	16.9	13.8	14.5
Eucalyptus Tunnel	56.5	64.9	62.6	58.7	62.4	54.0	44.3	38.6	39.4	41.5	50.0	50.4	44.6	43.2	39.1	37.4	39.8
Delores Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	41.4	31.1	23.9	171.0	223.3	83.6	63.7	40.2	44.8	98.5
Far Mesa Tunnel	73.6	69.1	67.7	68.3	78.9	74.1	61.3	52.0	47.7	45.6	68.2	69.8	55.6	48.6	42.9	38.9	41.2
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	33.8	39.8
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	2.0	1.8
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	21.2	37.8
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	45.1	188.0
Brown/Kinneloa Mesa	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	0.0	0.0
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	0.0	0.0
SUBTOTAL	**593.4**	**851.3**	**697.1**	**695.6**	**777.9**	**560.2**	**473.5**	**361.4**	**285.4**	**258.4**	**1033.4**	**827.0**	**500.9**	**406.1**	**345.2**	**317.1**	**560.1**

Other Data	**Jun-95**	**Jun-96**	**Jun-97**	**Jun-98**	**Jun-99**	**Jun-00**	**Jun-01**	**Jun-02**	**Jun-03**	**Jun-04**	**Jun-05**	**Jun-06**	**Jun-07**	**Jun-08**	**Jun-09**	**Jun-10**	**Jun-11**
Rainfall (inches)	43.6	22.6	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	23.6	31.3
Metered Water Usage (AF)	582.0	668.8	679.9	600.4	666.3	782.9	710.9	739.1	717.7	772.6	672.6	785.8	816.3	754.1	729.7	665.9	590.8
Unmetered Water Loss (AF)	35.7	84.0	97.0	63.1	110.3	121.3	105.4	89.7	74.4	89.3	89.8	63.2	90.9	79.0	70.3	61.9	71.8
Unmetered Water Loss (%)	5.8	11.2	12.5	7.9	10.0	10.8	12.0	9.8	9.0	10.4	11.8	6.4	7.4	9.5	8.4	7.4	8.2
RBMB LTS Account (AF)											326.9	847.9	728.6	797.9	789.9	790.0	790.0
Power ($)	71,086	55,137	68,132	57,193	86,488	97,064	77,780	111,676	111,062	100,410	87,537	82,476	112,924	89,011	92,204	92,700	92,700
Power ($ per AF ofTProduction)	115	73	88	71	78	86	88	122	135	116	115	83	92	107	110	111	105

Figure 1

Data for Watermaster Year (July through June) 2009/10 tthrough 2023/24

*Production in Acre-Feet Source	WY End Jun-12	WY End Jun-13	WY End Jun-14	WY End Jun-15	WY End Jun-16	WY End Jun-17	WY End Jun-18	WY End Jun-19	WY End Jun-20	WY End Jun-21	WY End Jun-22	WY End Jun-23	WY End Jun-24	WY End Jun-25	31-Year Average
Wilcox Well	9.5	57.6	11.5	8.7	8.3	5.1	2.7	1.0	1.4	4.9	61.7	34.5	50.8	77.6	75.6
K-3 Well	708.0	584.2	676.6	574.2	574.4	556.9	706.7	649.0	649.4	745.7	583.6	469.9	332.1	542.9	532.2
Total Well	717.5	641.9	688.0	582.9	582.7	562.0	709.4	650.1	650.7	750.6	645.3	504.4	382.9	620.5	607.7
Hi-Low Tunnel	94.3	53.5	36.2	40.2	36.7	40.9	33.5	44.0	52.0	43.8	36.8	59.9	34.0	0.0	84.3
House Tunnel	15.7	14.3	10.2	0.6	0.0	0.0	0.0	0.0	0.0	0.0	14.0	8.8	10.0	0.0	16.7
Eucalyptus Tunnel	40.5	40.7	41.5	40.0	39.4	39.0	48.1	44.0	45.6	55.7	48.2	35.4	0.0	0.0	43.1
Delores Tunnel	57.7	17.4	22.9	11.0	5.1	11.7	2.3	21.0	26.8	14.1	5.8	107.5	112.4	78.2	38.0
Far Mesa Tunnel	41.2	39.3	38.6	35.9	31.3	28.5	28.8	33.2	33.7	31.3	33.5	34.6	20.0	0.0	43.7
Total Tunnel	249.3	165.2	149.4	127.6	112.4	120.0	112.7	142.2	158.0	144.9	138.3	246.2	176.4	78.2	225.8
Total Production to System	**966.8**	**807.0**	**837.4**	**710.5**	**695.2**	**682.0**	**822.1**	**792.2**	**808.7**	**895.5**	**783.6**	**750.6**	**559.3**	**698.7**	833.5
Deliveries from Pasadena	1.2	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-0.1	36.7	0.0	0.0	0.0	40.6	4.2
Deliveries to Pasadena	-239.0	-47.8	0.0	-9.0	-86.4	-55.5	-87.2	-133.6	-119.4	-138.8	-51.5	-203.0	0.0	-64.5	-96.3
Net Import/(Export)	-237.8	-47.8	0.0	-9.0	-86.4	-55.5	-87.2	-133.6	-119.5	-102.0	-51.5	-203.0	0.0	-23.9	-92.1
Net Production for Retail	**729.1**	**759.3**	**837.4**	**701.5**	**608.8**	**626.5**	**734.9**	**658.6**	**689.2**	**793.5**	**732.2**	**547.6**	**559.3**	**674.8**	741.5
Diversions to Spreading in Acr **Source**	**Jun-12**	**Jun-13**	**Jun-14**	**Jun-15**	**Jun-16**	**Jun-17**	**Jun-18**	**Jun-19**	**Jun-20**	**Jun-21**	**Jun-22**	**Jun-23**	**Jun-24**	**Jun-25**	**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	79.2	93.9	6.0
House Tunnel	0.0	0.0	0.0	0.3	0.0	0.0	0.0	0.0	14.4	13.2	10.2	12.1	21.2	25.9	4.2
Kinneloa Canyon	37.8	35.6	27.7	30.4	30.6	33.0	16.8	20.4	18.2	14.6	14.8	33.4	72.1	51.1	37.0
Eucalyptus Tunnel	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	17.5	77.8	69.8	5.6
Brown	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	1.4
Eaton Wash Sub Total	**37.8**	**35.8**	**27.7**	**30.7**	**30.6**	**33.0**	**16.8**	**20.8**	**32.6**	**27.8**	**25.0**	**63.0**	**250.3**	**240.7**	54.2
Delores Tunnel	0.0	0.0	0.0	1.7	0.0	0.0	0.0	1.2	0.0	0.0	0.0	3.3	83.9	41.4	8.7
Long Tunnel	38.4	34.4	29.9	28.5	27.7	33.9	32.7	38.7	41.3	33.5	32.8	42.9	59.3	44.3	37.6
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	7.9	29.2	50.9	5.3
Glen Wash	88.7	89.2	73.1	55.6	52.5	60.5	30.0	52.0	43.5	35.6	36.6	79.2	62.3	46.8	146.2
Tent Tunnel	2.8	2.3	2.3	2.3	2.3	2.3	2.3	2.3	0.4	0.0	0.0	0.0	0.0	0.0	2.5
Pasadena Glen Sub Total	129.9	125.9	105.3	88.1	82.4	96.8	65.0	94.1	85.2	69.1	69.4	133.2	234.7	183.4	200.3
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	0.0	0.0	-25.5
Net Pasadena Glen Sub Total	**129.9**	**125.8**	**105.3**	**88.1**	**82.4**	**96.8**	**65.0**	**94.1**	**85.2**	**69.1**	**69.4**	**133.2**	**234.7**	**183.4**	174.8
Total Diverted	**167.7**	**161.4**	**133.0**	**118.8**	**113.0**	**129.7**	**81.8**	**114.9**	**117.8**	**96.9**	**94.3**	**196.2**	**485.0**	**424.1**	229.0
Gross Tunnel Production	**Jun-12**	**Jun-13**	**Jun-14**	**Jun-15**	**Jun-16**	**Jun-17**	**Jun-18**	**Jun-19**	**Jun-20**	**Jun-21**	**Jun-22**	**Jun-23**	**Jun-24**	**Jun-25**	**Average**
Hi-Low Tunnels	94.3	53.5	36.2	40.2	36.7	40.9	33.5	44.0	52.0	43.8	36.8	59.9	113.2	93.9	90.2
House Tunnel	15.7	14.3	10.2	0.9	0.0	0.0	0.0	0.0	14.4	13.2	24.2	20.9	31.2	25.9	21.0
Eucalyptus Tunnel	40.5	40.7	41.5	40.0	39.4	39.0	48.1	44.0	45.6	55.7	48.2	52.8	77.8	69.8	48.7
Delores Tunnel	57.7	17.4	22.9	12.8	5.1	11.7	2.3	22.2	26.8	14.1	5.8	110.7	196.3	119.6	46.7
Far Mesa Tunnel	41.2	39.3	38.6	35.9	31.3	28.5	28.8	33.2	33.7	31.3	33.5	42.4	49.2	50.9	49.1
Long Tunnel	38.4	34.4	29.9	28.5	27.7	33.9	32.7	38.7	41.3	33.5	32.8	42.9	59.3	44.3	37.6
Tent Tunnel	2.8	2.3	2.3	2.3	2.3	2.3	2.3	2.3	0.4	0.0	0.0	0.0	0.0	0.0	2.5
Kinneloa Canyon	37.8	35.6	27.7	30.4	30.6	33.0	16.8	20.4	18.2	14.6	14.8	33.4	72.1	51.1	37.0
Glen Wash	88.7	89.2	73.1	55.6	52.5	60.5	30.0	52.0	43.5	35.6	36.6	79.2	62.3	46.8	146.2
Brown/Kinneloa Mesa	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0	0.0	0.0	1.4
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	0.0	0.0	
SUBTOTAL	**417.0**	**326.6**	**282.4**	**246.4**	**225.4**	**249.7**	**194.5**	**257.1**	**275.8**	**241.8**	**232.6**	**442.4**	**661.4**	**502.3**	**454.8**
															0.0
Other Data	**Jun-12**	**Jun-13**	**Jun-14**	**Jun-15**	**Jun-16**	**Jun-17**	**Jun-18**	**Jun-19**	**Jun-20**	**Jun-21**	**Jun-22**	**Jun-23**	**Jun-24**	**Jun-25**	**Average**
Rainfall (inches)	11.8	8.3	5.2	8.2	12.3	24.1	10.3	27.8	19.5	5.6	17.7	48.6	33.8	13.0	21.4
Metered Water Usage (AF)	654.9	696.2	760.2	642.7	502.6	568.8	628.4	562.1	579.1	676.0	615.5	493.2	474.8	586.2	657.3
Unmetered Water Loss (AF)	74.1	63.1	77.2	58.8	106.1	57.7	106.5	96.5	110.2	117.4	116.6	54.4	84.5	88.6	84.2
Unmetered Water Loss (%)	7.7	7.8	9.2	8.3	15.3	8.5	13.0	12.2	13.6	13.1	14.9	7.2	15.1	12.7	10.2
RBMB LTS Account (AF)	790.0	790.0	790.0	790.0	790.0	790.0	782.1	774.3	766.5	758.9	751.3	743.8	743.8	736.4	755.6
Power ($)	93,964	105,248	113,611	114,917	103,595	117,767	127,709	116,189	128,377	152,357	186,323	175,469	175,453	223,002	110,308
Power ($ per AF ofTProduction)	97	130	136	162	149	173	155	147	159	170	238	234	314	319	138

Figure 2
Total System Production
July through June

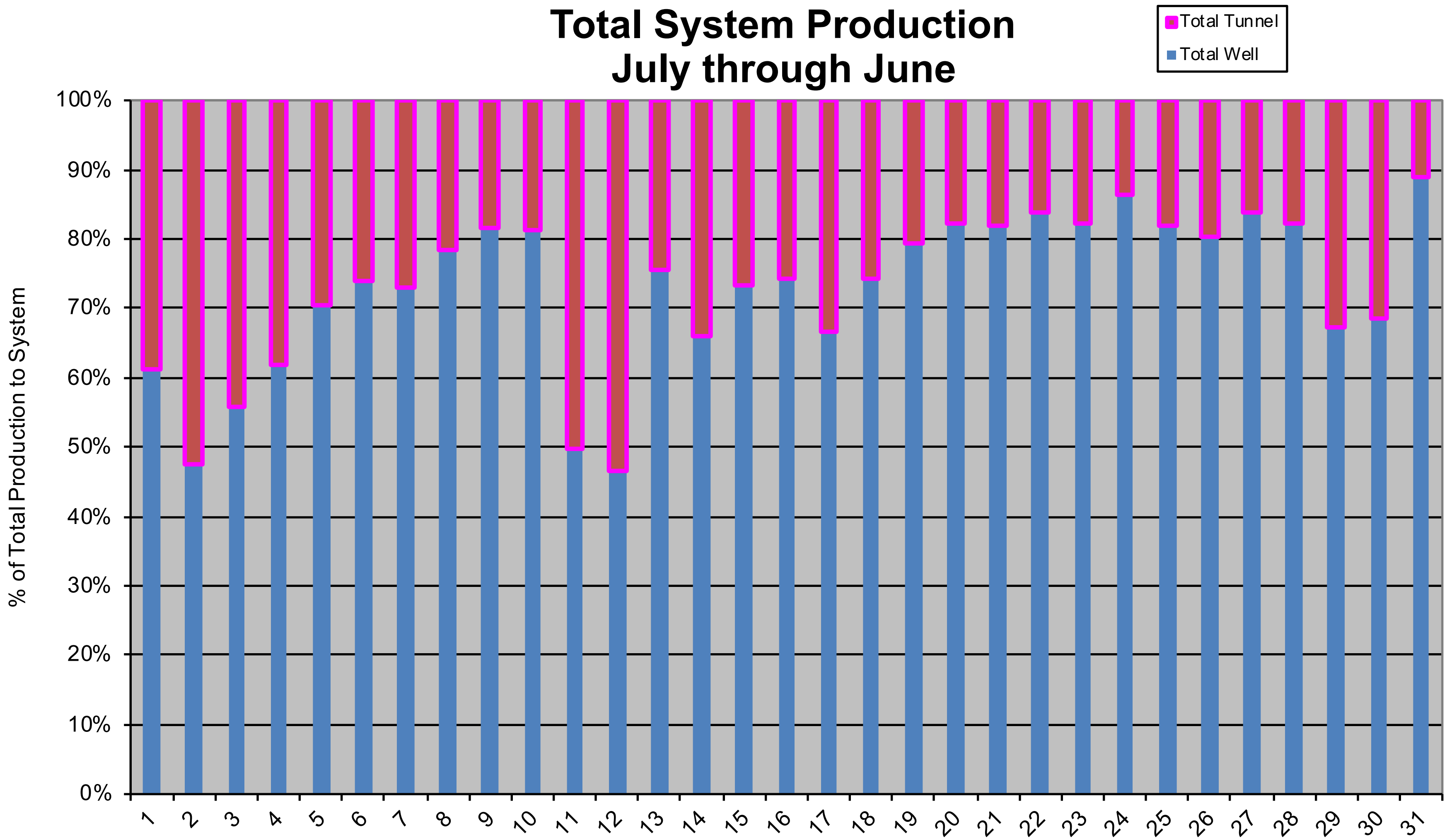


Figure 3
2024-2025 Production Sources

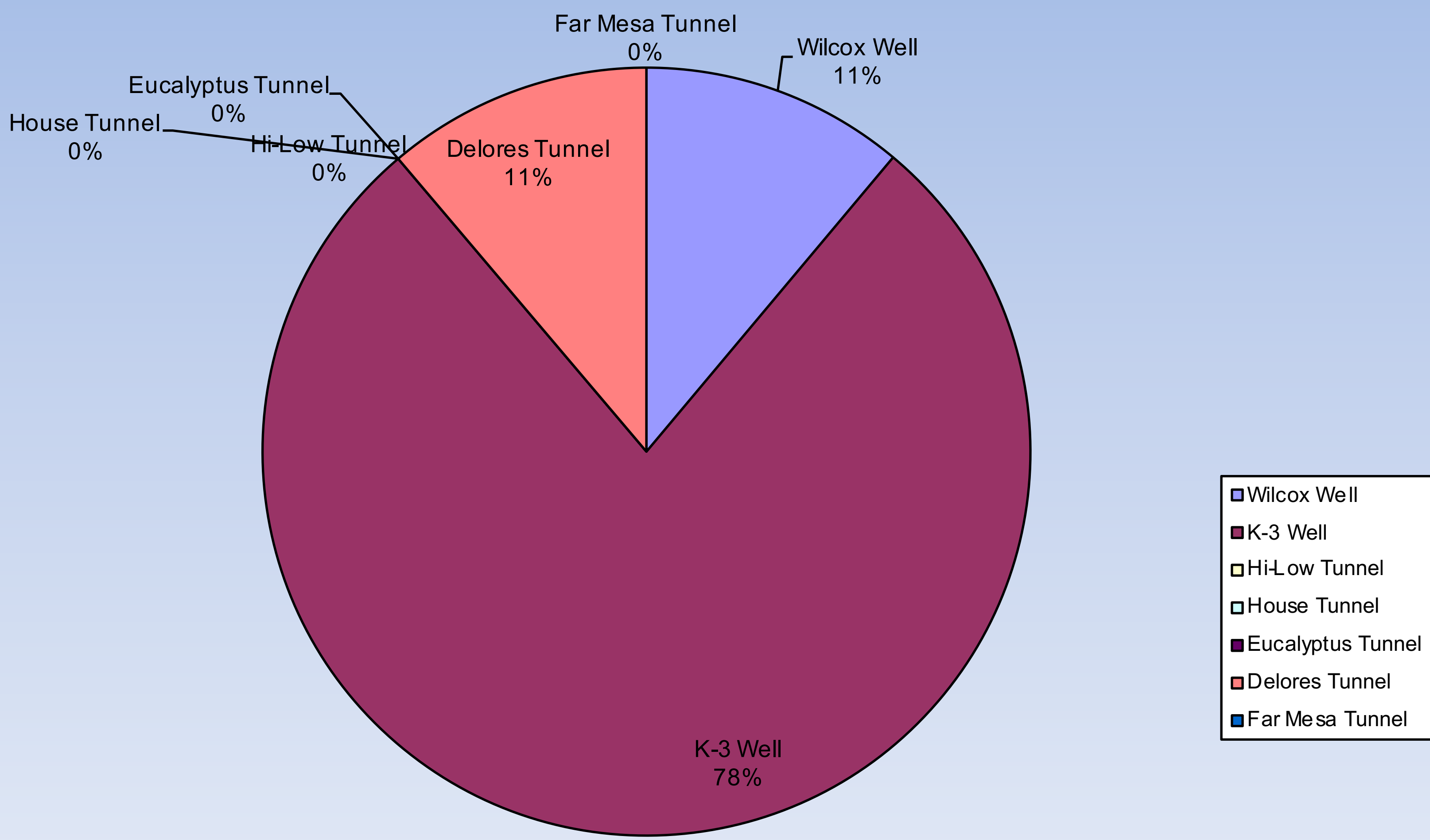


Figure 4
Annual Water Sales
July through June

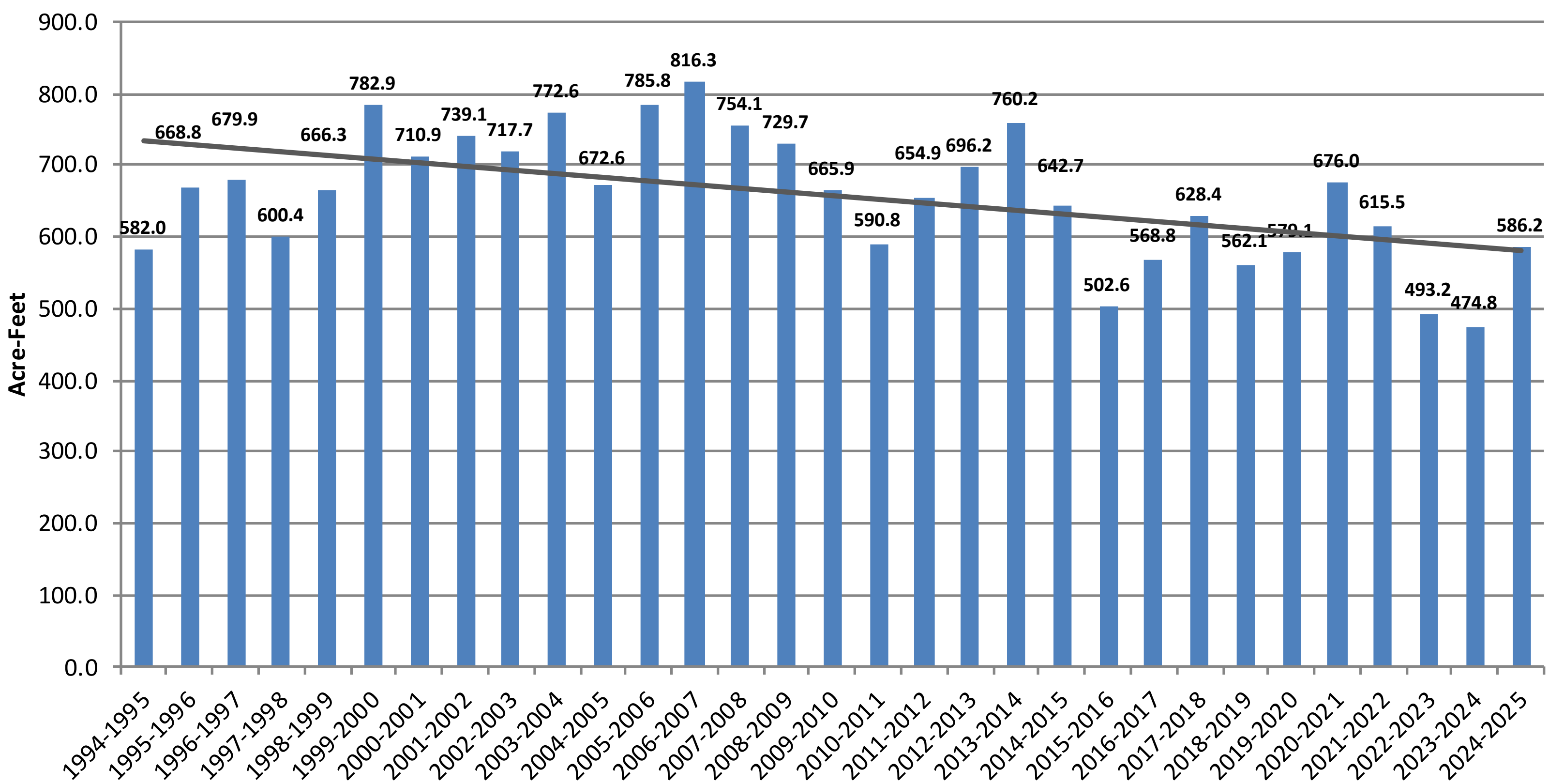


Figure 5
Average Monthly Water Sales (CCF)
July through June
1994-1995 through 2024-2025

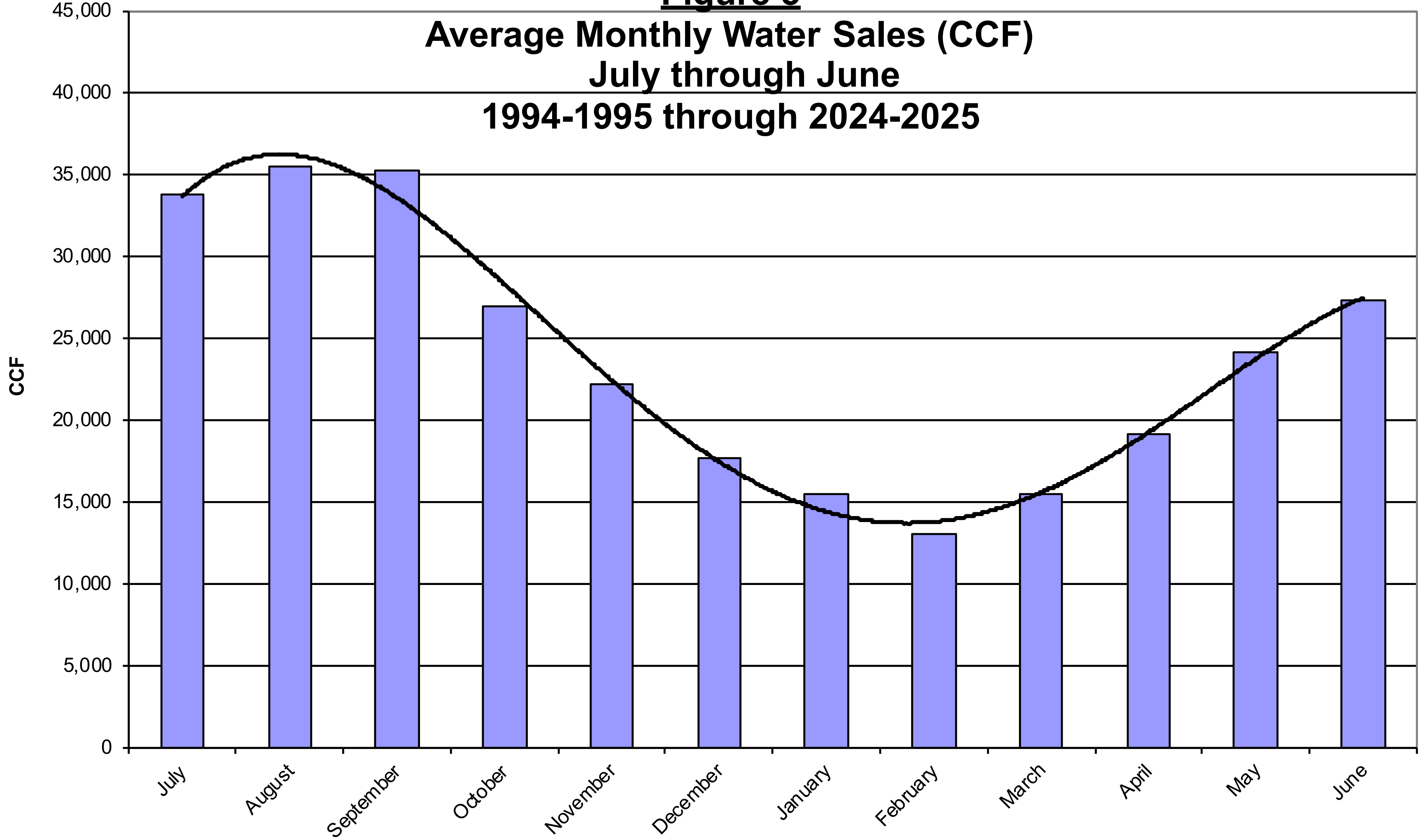


Figure 6
Rainfall

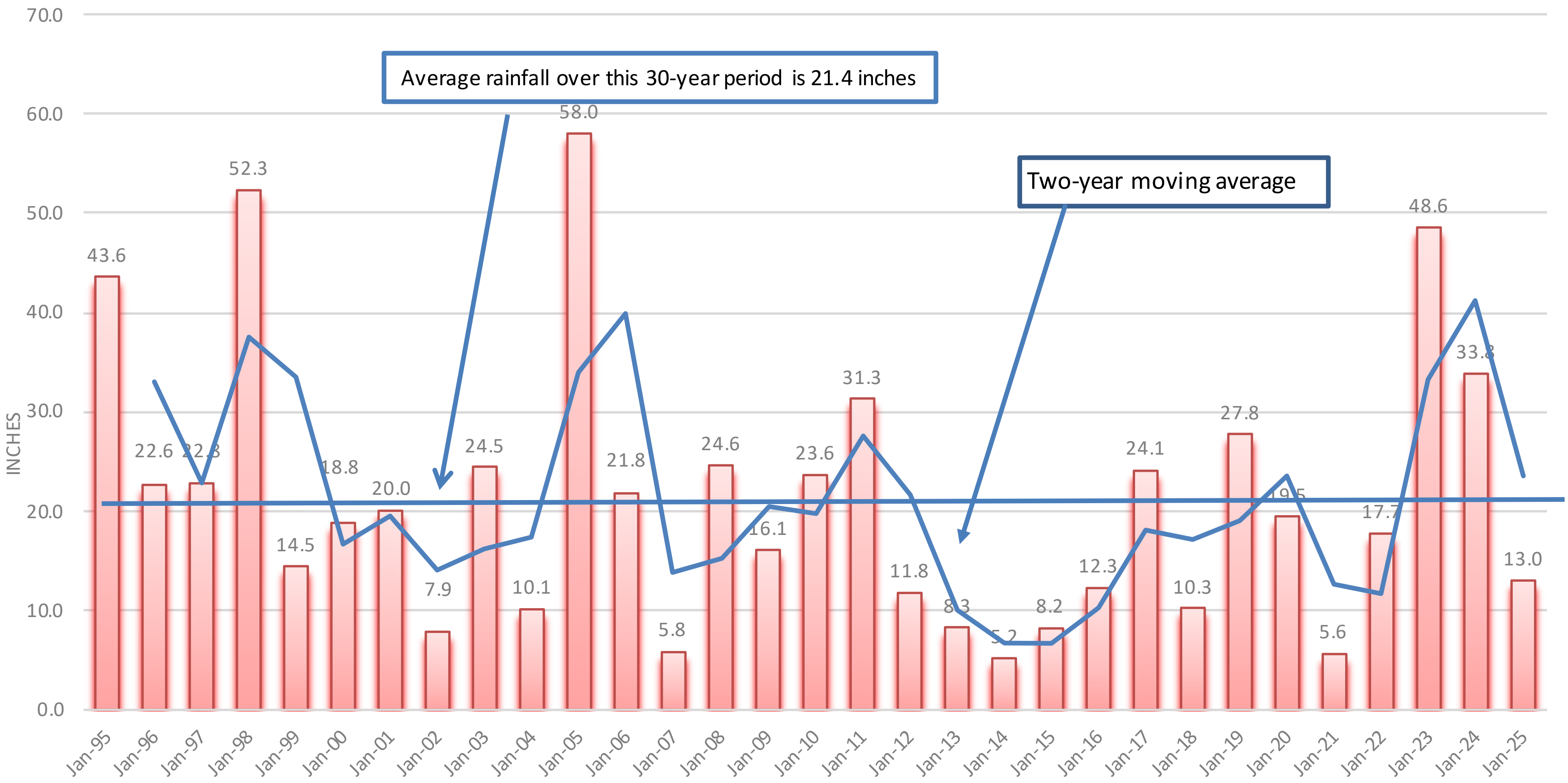
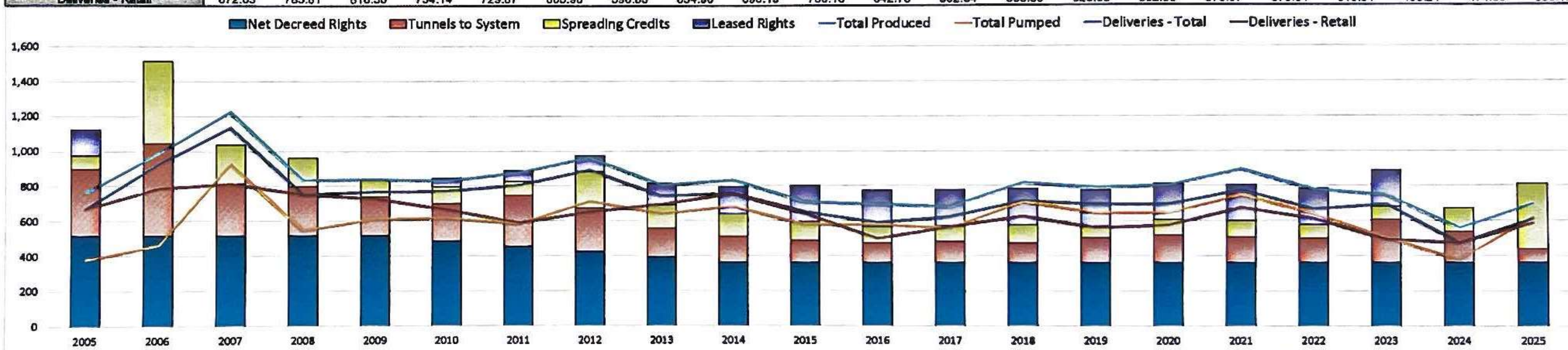


Figure 1
Data for Watermaster Year (July through June) 1994-1995 to 2024-2025

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Net Decreed Rights	516.00	516.00	516.00	516.00	516.00	485.04	454.08	423.12	392.16	361.20
Tunnels to System	382.93	530.09	298.77	283.65	224.20	215.02	292.76	249.34	165.16	149.40
Spreading Credits	76.60	469.02	221.75	161.70	95.70	95.70	79.10	209.30	133.60	128.40
Leased Rights	150.00	0.00	0.00	0.00	0.00	50.00	62.00	93.00	124.00	155.00
Total Produced	762.47	990.78	1,229.02	833.17	840.93	832.86	880.04	966.64	807.03	837.40
Total Pumped	379.54	460.69	930.25	549.52	616.73	617.84	587.28	717.50	641.85	688.00
Deliveries - Total	672.63	927.59	1,138.09	754.14	770.61	770.99	808.20	892.69	743.97	760.15
Deliveries - Retail	672.63	785.61	616.30	754.14	729.67	665.90	590.83	654.90	696.19	760.16

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Net Decreed Rights	361.20	361.20	361.20	361.20	361.20	361.20	361.20	361.20	361.20	361.20	361.20
Tunnels to System	127.58	112.43	120.01	112.71	142.15	157.99	144.91	138.29	246.16	176.40	78.20
Spreading Credits	106.50	93.30	89.22	103.00	65.40	87.80	93.40	77.40	74.61	133.68	372.20
Leased Rights	207.00	207.00	207.00	207.00	207.00	207.00	207.00	207.00	207.00	0.00	0.00
Total Produced	710.49	695.15	682.01	822.12	792.21	808.73	895.52	783.63	750.58	559.30	698.70
Total Pumped	582.91	582.72	562.00	709.41	650.06	650.74	750.61	645.34	504.40	382.90	620.50
Deliveries - Total	651.72	589.02	624.29	715.57	695.73	698.57	778.08	667.01	696.21	474.80	610.05
Deliveries - Retail	642.73	502.64	568.80	628.36	562.09	579.07	676.04	615.54	493.24	474.80	586.15



Kinneloa Irrigation District

2025 Updated Water Financial Plan and Rates

Draft Technical Memorandum – September 16, 2025

Prepared by: Water Resources Economics, LLC

September 16, 2025

Tom Majich
General Manager
Kinneloa Irrigation District
1999 Kinclair Dr
Pasadena, CA 91107

Subject: Kinneloa Irrigation District Updated Water Financial Plan and Rates – Draft Technical Memorandum

Dear Mr. Majich,

Water Resources Economics, LLC (WRE) is pleased to submit this draft Technical Memorandum to the Kinneloa Irrigation District (District). This technical memorandum documents the results and recommendations of the 2025 Updated Water Financial Plan and Rates. The overall goal of the study was to update the District's water rates based on changes to the District's financial situation due to the Eaton Fire earlier this year. The reduction in customer accounts coupled with increases in capital expenditures necessitate a revision to the proposed 2025-2029 water rates schedule that was passed in 2024 to ensure the District's financial stability.

It has been a pleasure assisting the District, and we appreciate the support provided by yourself and other District staff over the course of the study.

Sincerely,

Sanjay Gaur
President

Hannah Phan
Principal Consultant

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TECHNICAL MEMORANDUM

STUDY OVERVIEW

The Kinneloa Irrigation District (District) engaged Water Resources Economics, LLC (WRE) in late 2024 to conduct a comprehensive Water Rate Study to develop a five-year schedule of water rates that will sufficiently fund the District's water system expenses, allow the District to meet its financial goals within the study period, and comply with cost-of-service principles. Due to the Eaton Fire in January 2025, the District has experienced some significant changes that impacted the District's financial health. Thus, the District has engaged WRE to update the financial plan and water rates to ensure that the District can adequately fund the operating and capital budgets for the next four years. WRE retained the methodology and financial targets used in the 2024 rate study.

This technical memorandum summarizes the data, analyses, and results of the study. Some important information to keep in mind when reading this memorandum includes the following:

- All study projections are based on the best available data as of August 2025. Data was derived from the District's adopted budget, District staff-provided financial data, and/or input from District staff.
- All table values are rounded to the nearest digit shown unless stated otherwise. However, all calculations are based on precise values. Attempting to manually recreate the calculations described in this memorandum from the values displayed in the tables may therefore produce slightly different results.
- The study period is from calendar year (CY) 2026 to CY 2030.

CURRENT WATER RATES

The District's current water rate structure, shown in **Table 1**, includes the following components:

- Fixed daily service charge based on meter size
- Usage charge based on water consumption per hundred cubic feet (ccf)

Table 1: Current Water Rates

Line		Effective 1/1/25
1	**Daily Service Charge**	
2	3/4 inch	$2.68
3	1 inch	$2.68
4	1.5 inch	$5.04
5	2 inch	$7.87
6		
7	**Usage Charge ($/ccf)**	
8	All customers	$6.90

CUSTOMER DATA

Due to the Eaton Fire, the District's customer accounts and water usage are less than the prior rate study assumed. Total accounts went from 590 in 2024 to 547 in 2025 and total usage went from 250,000 ccf in 2024 to 235,000 ccf in 2025. The District provided estimated customer data and water usage for CY 2025 through CY 2029, shown in **Table 2**, based on its best estimate on when customers can come back online.

Table 2: Customer Data

Line	Customer Data	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	**Meter Size**						
2	3/4 inch	128	128	128	146	146	146
3	1 inch	260	260	263	278	278	278
4	1.5 inch	119	120	121	122	123	124
5	2 inch	40	41	41	41	41	41
6	**Total Accounts**	**547**	**549**	**553**	**587**	**588**	**589**
7							
8	Water Usage (ccf)	235,000	235,000	240,000	250,000	250,000	250,000

PROJECTED REVENUES

Table 3 shows the summary of projected revenues for the study period. District staff provided the estimated revenues for CY 2025; all other years are projected based on the relevant assumptions or calculations. Water rate revenues (Lines 1 and 2) are calculated based on the current water rates and the number of customer accounts by meter size and total water usage (Table 2). Interest-Reserve Fund (Line 3) is calculated based on ending fund balances and a 3% interest rate for CY 2026 and 2027 and a 1% interest rate for CY 2028 through 2030.

Table 3: Projected Revenues

Line	Projected Revenues	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	Water Sales - DSC	$708,374	$718,068	$722,842	$756,963	$758,802	$760,642
2	Water Sales - Consumption	$1,646,292	$1,621,500	$1,656,000	$1,725,000	$1,725,000	$1,725,000
3	Interest-Reserve Fund	$45,000	$77,891	$94,830	$22,405	$25,159	$30,246
4	Misc. Income	$0	$0	$0	$0	$0	$0
5	**Total - Revenues**	**$2,399,666**	**$2,417,459**	**$2,473,672**	**$2,504,367**	**$2,508,961**	**$2,515,888**

PROJECTED OPERATING EXPENSES

Table 4 shows the summary of O&M expenses for the study period. District staff provided the estimated/budgeted O&M expenses for CY 2025 and CY 2026 and projected O&M expenses for all other years (CY 2027 through CY 2030). As shown, most of the District's O&M expenses are fixed, meaning that the costs do not fluctuate based on the amount of water sold. The only true variable expense is the electricity category, related to running the wells and pump stations. However, not all of the electricity category would be considered variable since power is necessary to maintain other parts of the District's system.

Table 4: Projected Operating Expenses

Line	Operating Expenses	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	Leased Water Rights	$0	$0	$0	$0	$0	$0
2	Electricity	$227,700	$250,470	$275,517	$303,069	$333,376	$366,713
3	Maintenance Supplies	$25,000	$26,250	$27,563	$28,941	$30,388	$31,907
4	Material and Labor for Install	$0	$0	$0	$0	$0	$0
5	Safety Equipment	$3,000	$3,090	$3,183	$3,278	$3,377	$3,478
6	Operations & Maintenance Labor	$346,380	$357,000	$367,710	$250,000	$257,500	$265,225
7	Operations & Maintenance OT Non-Emergency	$22,700	$35,100	$36,153	$37,238	$38,355	$39,505
8	Stand-by Compensation	$10,950	$10,950	$10,950	$10,950	$10,950	$10,950
9	Training/Certification	$3,000	$3,120	$3,245	$3,375	$3,510	$3,650
10	Water Treatment/Analysis	$15,000	$15,450	$15,914	$16,391	$16,883	$17,389
11	Water Treatment/Materials	$10,000	$10,500	$11,025	$11,576	$12,155	$12,763
12	Maintenance Contractors	$102,710	$116,655	$120,738	$124,964	$129,337	$133,864
13	SCADA System O&M	$10,000	$10,350	$10,712	$11,087	$11,475	$11,877
14	Repair Contractors - Emergency	$0	$0	$0	$0	$0	$0

15	Equipment Maintenance	$20,000	$20,700	$21,425	$22,174	$22,950	$23,754
16	Vehicle Maintenance	$6,000	$6,210	$6,427	$6,652	$6,885	$7,126
17	Fuel - All Equipment	$12,000	$12,600	$13,230	$13,892	$14,586	$15,315
18	Equipment Rental	$500	$513	$525	$538	$552	$566
19	Insurance-Workers Comp.	$20,750	$21,373	$22,014	$22,674	$23,354	$24,055
20	Insurance-Liability	$45,500	$47,775	$50,164	$52,672	$55,306	$58,071
21	Insurance-Property	$5,379	$5,647	$5,930	$6,226	$6,538	$6,865
22	Insurance-Medical	$101,000	$106,050	$111,353	$116,920	$122,766	$128,904
23	Engineering Services	$45,000	$46,125	$47,278	$48,460	$49,672	$50,913
24	Watermaster Services (Raymond Basin)	$19,000	$19,475	$19,962	$20,461	$20,972	$21,497
25	Executive Officer Salary	$192,932	$200,649	$208,675	$217,022	$225,703	$234,731
26	Administrative Travel	$3,120	$3,198	$3,278	$3,360	$3,444	$3,530
27	BofD Compensation	$10,500	$9,000	$9,001	$9,002	$9,003	$9,004
28	Administrative & Board Exp.	$5,000	$5,125	$5,253	$5,384	$5,519	$5,657
29	B of D Election	$0	$12,500	$0	$12,500	$0	$12,500
30	Customer/Public Information	$5,724	$5,867	$6,014	$6,164	$6,318	$6,476
31	PERS - KID	$57,500	$58,500	$61,425	$55,000	$57,750	$60,638
32	Social Security - KID	$44,500	$45,835	$47,210	$48,626	$50,085	$51,588
33	Medicare - KID	$11,000	$11,330	$11,670	$12,020	$12,381	$12,752
34	Office/Computer Supplies	$7,000	$7,210	$7,426	$7,649	$7,879	$8,115
35	Postage/Delivery	$4,000	$4,120	$4,244	$4,371	$4,502	$4,637
36	Professional Dues	$20,986	$21,616	$22,264	$22,932	$23,620	$24,329
37	Legal	$6,000	$6,180	$6,365	$6,556	$6,753	$6,956
38	Telephone	$8,500	$8,755	$9,018	$9,288	$9,567	$9,854
39	Mobile Communications	$0	$0	$0	$0	$0	$0
40	Pagers	$0	$0	$0	$0	$0	$0
41	Internet Service	$0	$0	$0	$0	$0	$0
42	Computer/Software Maintenance	$12,800	$13,184	$13,580	$13,987	$14,407	$14,839
43	Office Equipment Maintenance	$2,500	$2,575	$2,652	$2,732	$2,814	$2,898
44	Accounting Services	$7,700	$7,931	$8,169	$8,414	$8,666	$8,926
45	Office & Accounting Labor	$172,500	$178,538	$184,786	$250,000	$258,750	$267,806
46	Professional Services	$15,000	$15,375	$15,759	$16,153	$16,557	$16,971
47	Contract Services	$47,337	$48,994	$50,709	$52,483	$54,320	$56,222

48	Administrative Fee (FMWD)	$14,546	$15,055	$15,582	$16,127	$16,691	$17,276
49	Permits/Fees	$15,000	$15,525	$16,068	$16,631	$17,213	$17,815
50	Taxes - Use	$0	$0	$0	$0	$0	$0
51	Customer Project Expenses	$0	$0	$0	$0	$0	$0
52	Bank Service Charges	$30,000	$31,050	$32,137	$33,262	$34,426	$35,631
53	Water Mains	$126,500	$0	$0	$0	$0	$0
54	Water Tunnels	$10,000	$10,500	$11,025	$11,576	$12,155	$12,763
55	Water Treatment Plant	$0	$0	$0	$0	$0	$0
56	Water Meters	$25,000	$26,250	$27,563	$28,941	$30,388	$31,907
57	Electrical/Electronic Equipment	$10,000	$10,500	$11,025	$11,576	$12,155	$12,763
58	Computer/Office Equipment	$2,500	$2,575	$2,652	$2,732	$2,814	$2,898
59	Vehicles	$3,134	$75,000	$0	$0	$0	$0
60	Water Company Facilities	$18,000	$0	$0	$0	$0	$0
61	KID Office	$0	$0	$0	$0	$0	$0
62	Booster Pump Replacement	$35,000	$0	$0	$85,000	$89,250	$93,713
63	SCADA System O&M	$10,000	$10,500	$11,025	$11,576	$12,155	$12,763
64	Tools	$4,000	$5,000	$5,150	$5,305	$5,464	$5,628
65	**Total - Expenses**	**$1,989,848**	**$1,993,839**	**$1,990,741**	**$2,097,909**	**$2,181,634**	**$2,295,971**

DEBT SERVICE

Table 5 shows the District's annual debt service for the study period. The District has existing debt service payments on a 2015 installment purchase agreement (IPA) of approximately $200,000 each year. The proposed financial plan scenario also includes a new debt issuance in CY 2026 of $5,789,474 (assuming a 5% interest rate, a 25-year term, and 5% issuance cost). The existing debt will be refunded by the new debt issuance – so the total debt service will be $410,777 per year. This debt issuance results in $4,738,655 million of proceeds used to fund CIP.

Table 5: Existing and Proposed Debt Service

Line	Debt Service	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	**Existing Debt Service**						
2	2015 IPA	$200,202	$0	$0	$0	$0	$0
6	**Subtotal**	**$200,202**	**$0**	**$0**	**$0**	**$0**	**$0**
7							
8	**Proposed Debt Service**						
9	Proposed CY 2026 Issuance		$410,777	$410,777	$410,777	$410,777	$410,777

10	**Subtotal**	**$0**	**$410,777**	**$410,777**	**$410,777**	**$410,777**	**$410,777**
11							
12	**Total - Debt Service**	**$200,202**	**$410,777**	**$410,777**	**$410,777**	**$410,777**	**$410,777**

CAPITAL IMPROVEMENT PROJECTS

Table 6 shows the District's six-year capital improvement projects (CIP); project costs are inflated by 4% per year starting in CY 2026.

Table 6: Capital Projects

Line	Capital Improvement Projects	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	General Projects	$0	$20,800	$173,056	$112,486	$0	$0
2	Water Storage Projects	$0	$78,000	$681,970	$133,578	$0	$0
3	Pumping Projects	$0	$104,000	$1,620,237	$281,216	$0	$0
4	Treatment Projects	$0	$0	$162,240	$0	$0	$0
5	Spreading Projects	$0	$0	$108,160	$0	$0	$0
6	Distribution System Projects	$53,000	$2,176,200	$0	$774,750	$797,697	$1,101,071
7	**Total - Capital Projects**	**$53,000**	**$2,379,000**	**$2,745,663**	**$1,302,030**	**$797,697**	**$1,101,071**

CAPITAL FINANCING PLAN

Table 7 shows the capital financing plan. The proposed debt issuance will provide $4.7 million in debt proceeds, which will fund capital projects in CY 2026 and 2027 (Line 1). All other project costs will be funded by water rates or reserves (Line 2).

Table 7: Capital Financing Plan

Line	Capital Financing Plan	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	Debt Funded CIP	$0	$2,379,000	$2,359,655	$0	$0	$0
2	Rate Funded CIP	$53,000	$0	$386,008	$1,302,030	$797,697	$1,101,071
3	**Total - Capital Financing Plan**	**$53,000**	**$2,379,000**	**$2,745,663**	**$1,302,030**	**$797,697**	**$1,101,071**

PROPOSED FINANCIAL PLAN

Based on the updated customers data, the projected O&M expenses, and the CIP schedule, WRE proposes the following rate adjustments for CY 2026 through CY 2030. These adjustments are needed to maintain the District's financial sufficiency and were developed based on direction from District staff.

Table 8: Proposed Financial Plan

Line	Fiscal Year	Revenue Adjustments	Effective Month	Debt Issuance	Debt Proceeds for CIP
1	CY 2026	25.0%	January	$5,789,474	$4,738,655
2	CY 2027	9.0%	January	$0	$0
3	CY 2028	9.0%	January	$0	$0
4	CY 2029	9.0%	January	$0	$0
5	CY 2030	3.0%	January	$0	$0

CASH FLOW PROJECTIONS

The District's five-year financial plan is summarized in the cash flow projections in **Table 9**. Revenues are from **Table 3,** with the exception of revenue adjustments (Line 2), which are based on the adjustments shown in **Table 8**. Operating expenses are from **Table 4**. Net operating revenue (Line 12) is equal to the difference between total revenues (Line 6) and total expenses (Line 10). Debt service (Lines 14-17) is from **Table 5**. Rate funded CIP (Line 20) is from **Table 7**. Net cash flow (Line 23) is equal to the net operating revenue (Line 12) less debt service (Line 17) and rate funded CIP (Line 20). Debt proceeds and debt funded CIP are not included in the cash flow projections, since they are accounted for in the rate funded CIP projection numbers.

Table 9: Cash Flow Projections

Line	Cash Flow Projections	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	**Revenues**						
2	Rate Revenues at Existing Rates	$2,354,666	$2,339,568	$2,378,842	$2,481,963	$2,483,802	$2,485,642
3	Revenue Adjustments	$0	$584,892	$862,330	$1,204,062	$1,536,943	$1,658,793
4	Other Revenues	$0	$0	$0	$0	$0	$0
5	Interest Income	$45,000	$77,891	$94,830	$22,405	$25,159	$30,246
6	**Subtotal - Revenues**	**$2,399,666**	**$3,002,351**	**$3,336,003**	**$3,708,429**	**$4,045,903**	**$4,174,681**
7							
8	**Expenses**						
9	Operating Expenses	$1,989,848	$1,993,839	$1,990,741	$2,097,909	$2,181,634	$2,295,971
10	**Subtotal - Expenses**	**$1,989,848**	**$1,993,839**	**$1,990,741**	**$2,097,909**	**$2,181,634**	**$2,295,971**
11							
12	**Net Operating Revenue**	**$409,818**	**$1,008,512**	**$1,345,262**	**$1,610,521**	**$1,864,269**	**$1,878,710**
13							
14	**Debt Service**						
15	Existing Debt Service	$200,202	$0	$0	$0	$0	$0
16	Proposed Debt Service	$0	$410,777	$410,777	$410,777	$410,777	$410,777
17	**Subtotal - Debt Service**	**$200,202**	**$410,777**	**$410,777**	**$410,777**	**$410,777**	**$410,777**
18							
19	**Capital Projects**						
20	Rate Funded CIP	$53,000	$0	$386,008	$1,302,030	$797,697	$1,101,071
21	**Subtotal - Capital Projects**	**$53,000**	**$0**	**$386,008**	**$1,302,030**	**$797,697**	**$1,101,071**

22							
23	**Net Cash Flow**	**$156,616**	**$597,735**	**$548,477**	**($102,287)**	**$655,794**	**$366,861**

FUND BALANCE PROJECTIONS

Table 10 shows the fund balance projections for the proposed financial plan. Based on the sources (revenues, revenue adjustments, debt proceeds) and uses (operating expenses, debt service, and CIP) of funds, the District's fund balances will be approximately $3.2 million at the end of the study in CY 2030.

Table 10: Fund Balance Projections

Line	Fund Balance Projections	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	**Beginning Balance**	**$1,000,000**	**$1,156,616**	**$4,114,006**	**$2,302,827**	**$2,200,541**	**$2,856,335**
2							
3	**Sources of Funds**						
4	Rate Revenues at Existing Rates	$2,354,666	$2,339,568	$2,378,842	$2,481,963	$2,483,802	$2,485,642
5	Revenue Adjustments	$0	$584,892	$862,330	$1,204,062	$1,536,943	$1,658,793
6	Other Revenues	$0	$0	$0	$0	$0	$0
7	Debt Proceeds for CIP	$0	$4,738,655	$0	$0	$0	$0
8	Interest Income	$45,000	$77,891	$94,830	$22,405	$25,159	$30,246
11	**Subtotal**	**$2,399,666**	**$7,741,006**	**$3,336,003**	**$3,708,429**	**$4,045,903**	**$4,174,681**
12							
13	**Uses of Funds**						
14	Operating Expenses	$1,989,848	$1,993,839	$1,990,741	$2,097,909	$2,181,634	$2,295,971
15	Existing Debt Service	$200,202	$0	$0	$0	$0	$0
16	Proposed Debt Service	$0	$410,777	$410,777	$410,777	$410,777	$410,777
17	Debt Funded CIP	$0	$2,379,000	$2,359,655	$0	$0	$0
18	Rate Funded CIP	$53,000	$0	$386,008	$1,302,030	$797,697	$1,101,071
19	**Subtotal**	**$2,243,050**	**$4,783,616**	**$5,147,181**	**$3,810,716**	**$3,390,109**	**$3,807,819**
20							
21	**Ending Balance**	**$1,156,616**	**$4,114,006**	**$2,302,827**	**$2,200,541**	**$2,856,335**	**$3,223,197**

FINANCIAL PERFORMANCE

Table 11 shows the forecasted financial performance for the proposed financial plan. Under this plan, the District will meet its reserve targets by CY 2030. The District will be able to meet its debt coverage requirements in all years with the proposed revenue adjustments.

Table 11: Financial Performance

Line	Financial Performance	CY 2025	CY 2026	CY 2027	CY 2028	CY 2029	CY 2030
1	**Reserve Policy**						
2	Operating	$497,462	$498,460	$497,685	$524,477	$545,409	$573,993
3	Capital Replacement	$1,455,478	$1,665,092	$1,665,092	$1,665,092	$1,665,092	$1,665,092
4	Emergency	$500,000	$500,000	$500,000	$500,000	$500,000	$500,000
5	Rate Stabilization	$235,467	$292,446	$324,117	$368,602	$402,074	$414,443
6	Combined Reserve Target	$2,688,407	$2,955,998	$2,986,895	$3,058,172	$3,112,575	$3,153,528
7	Combined Reserves	$1,156,616	$4,114,006	$2,302,827	$2,200,541	$2,856,335	$3,223,197
8	Meets Target?	No	Yes	No	No	No	Yes
9							
10	**Debt Coverage**						
11	Required Debt Coverage	125%	125%	125%	125%	125%	125%
12	Calculated Debt Coverage	205%	246%	327%	392%	454%	457%
13	Meets Target?	Yes	Yes	Yes	Yes	Yes	Yes

Figure 1 shows the cash flow projections from **Table 9** in graphical format. The stacked bars represent the revenue requirements, or costs. The District will add to its reserves (black bars) in this scenario. The current revenue, shown as a solid line, is lower than the revenue requirements. The proposed revenue, shown as a dotted line, is greater than the revenue requirements (except for CY 2028), meaning that the District's revenues are able to sufficiently fund its expenses.

Figure 1: Revenue Requirements

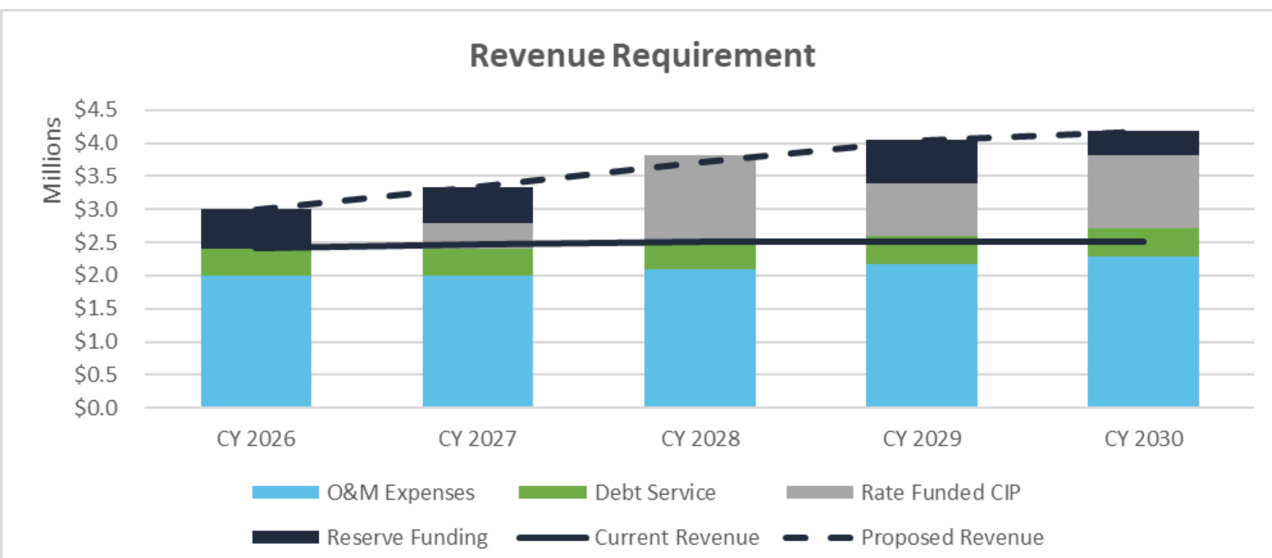


Figure 2 shows the fund balances in the proposed financial plan in graphical format. The District's ending balance (green bars) will meet the reserve targets (solid line) by CY 2030.

Figure 2: Fund Balance Targets

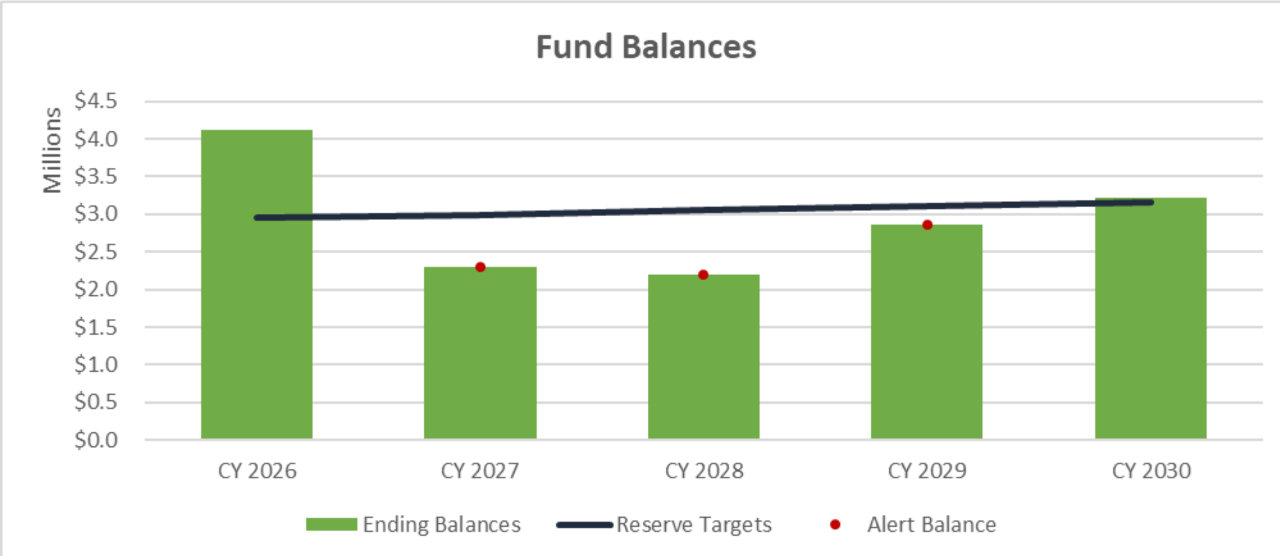
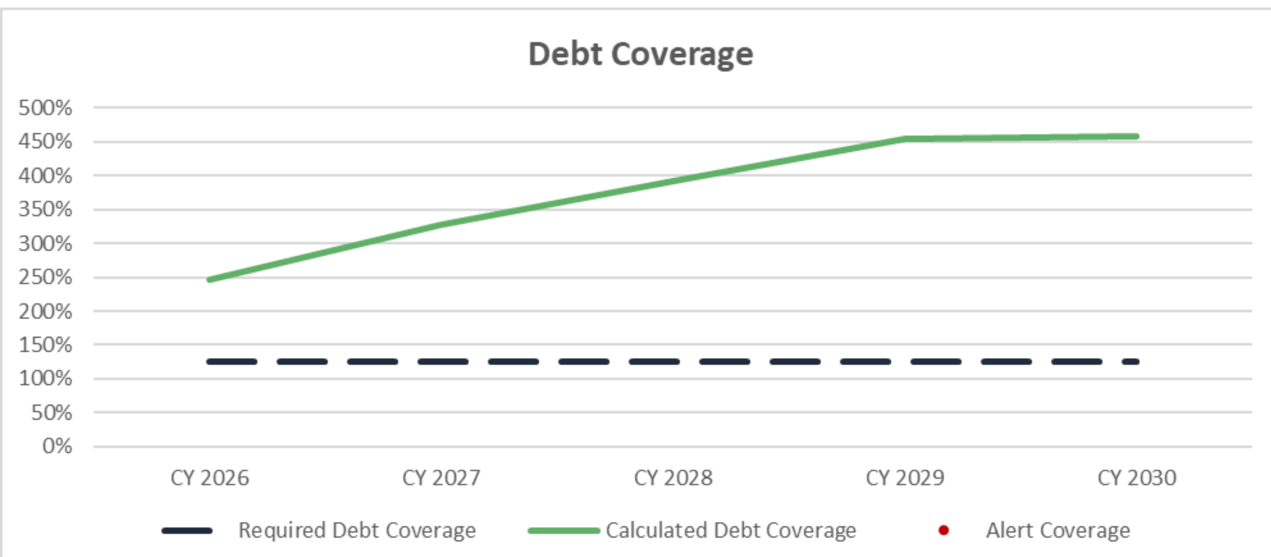


Figure 3 shows the debt coverage projections in the proposed financial plan. The required debt coverage (dashed line) is equal to 125%, per the District's current debt covenant. The District is expected to meet its debt coverage requirements for all years of in the proposed financial plan (green line).

Figure 3: Projected Debt Coverage



PROPOSED WATER RATES

Based on the proposed financial plan, WRE calculated the proposed water rates for the next five years. The proposed rates for CY 2026 through CY 2030 were calculated by increasing the CY 2025 rates by the revenue adjustments, rounded up to the nearest cent. **Table 12** shows the current and proposed daily service charge and water usage charge.

Table 12: Proposed Water Rates

Line	Proposed Rates	As of 1/1/25	Effective 1/1/26	Effective 1/1/27	Effective 1/1/28	Effective 1/1/29	Effective 1/1/30
1	**Daily Service Charge**						
2	3/4 inch	$2.68	$3.35	$3.66	$3.99	$4.35	$4.49
3	1 inch	$2.68	$3.35	$3.66	$3.99	$4.35	$4.49
4	1.5 inch	$5.04	$6.30	$6.87	$7.49	$8.17	$8.42
5	2 inch	$7.87	$9.84	$10.73	$11.70	$12.76	$13.15
6							
7	**Usage Charge ($/ccf)**						
8	All Customers	$6.90	$8.63	$9.41	$10.26	$11.19	$11.53

YOUR BEST PROTECTION

August 28, 2025

Mr. Tom Majich, General Manager
Kinneloa Irrigation District
1999 Kinclair Drive
Pasadena, CA 91107-1017

Re: Workers' Compensation, Liability, and Property Risk Assessment Visit

Dear Mr. Majich:

It was a pleasure meeting you and visiting Kinneloa Irrigation District on August 12, 2025. Robin Flint, Risk Control Manager, accompanied me during the visit. The purpose of our meeting was to receive an update on District operations, review JPIA resources, conduct a risk assessment, and tour your facilities. Below are highlights of our discussions and related JPIA resources.

I would like to acknowledge the District's participation in the JPIA's Commitment to Excellence (C2E) Program, having signed the agreement in December 2024. This demonstrates the District's dedication to strengthening risk management practices and fostering a safety culture.

District Updates

During the meeting, we learned about the District's response and ongoing recovery efforts following the Eaton Fire, as well as prior steps taken to strengthen and protect the District's infrastructure. Capital Improvement Projects (CIPs) are a Commitment to Excellence Program (C2E) Infrastructure best practice. Recent initiatives include GIS mapping of the water system, and development of the Water System Evaluation and 10-Year Capital Improvement Plan, which also serves as the Conditions Assessment. Despite the challenges from the Eaton Fire, the District continues to move forward by adjusting its project timelines and conducting a new rate study.

As a reminder, the District is encouraged to review its Property Schedule to ensure all site assets are accurately listed. Assets that are not listed on the Schedule are not covered under the Property Program. Any new property, assets, or other equipment must be added within 90 days of acquisition to ensure proper coverage; additional contributions will be pro-rated. Existing assets exceeding $100,000 may be submitted for mid-year coverage, with a full year's contribution invoiced. For assistance, please contact JPIA Member Services.

Commitment to Excellence (C2E)

As part of the C2E Program, the District is encouraged to continue reviewing risk control practices and identifying opportunities for improvement related to areas such as vehicle operations, construction, infrastructure, employment practices, ergonomics/falls, and wildfire prevention.

Risk Control Grant Program and H.R. LaBounty Safety Award Program

Having a signed C2E Agreement on file, the District is encouraged to submit to the Risk Control Grant Program. The Grant Program is designed to promote the implementation of best practices to prevent or mitigate losses in the JPIA's Workers' Compensation, Liability, and Property Programs. JPIA members are eligible for a grant of up to $10,000 to fund their risk management and safety program projects or equipment. During our visit, we discussed ideas such as a truck liftgate, a truck-mounted valve exerciser, or a portable fuel tank trailer. Applications are open between October 1, 2025, and December 1, 2025.

Participation in the H.R. LaBounty Safety Award Program is available to all JPIA members. This Program is designed to promote safe workplace behavior and operations practices; and reward employees who demonstrate safe behavior, take part in recognizable proactive activities, or participate in risk-reducing actions. Nominations are accepted year-round, with awards announced at the JPIA's Summit held each spring and fall. We discussed that completing or revising a Job Hazard Analysis (JHA), plus training employees on the JHA, is a great nomination for the Safety Awards Program.

JPIA Risk Control Focus Areas

This coverage year, the JPIA's Risk Management team is emphasizing three areas: 811 Call Before You Dig, Cross-Connections, and Serious Injury and Illness Reporting.

811 Underground Safety Program – We reviewed the importance of calling 811 prior to beginning any excavation and utility owners to mark underground lines, helping prevent utility strikes and costly repairs. Recent law changes mandate positive response through the DigAlert system, expand staff training requirements, and give regulators more authority to issue penalties. The District participates in 811 and is registered with the Regional Notification Center. The JPIA's C2E Construction Loss Reduction Focus Area and Risk Control Manual Section 12 provides 811 best practices and resources, including the Qualified Underground Line Locator Form.

Cross-Connections – We discussed cross-connections between potable and non-potable systems (e.g., irrigation systems, fire suppression systems, etc.). Backflow incidents can occur due to pressure changes or pump failures, potentially contaminating the drinking water supply. We reviewed the benefits of having a regulation/ordinance versus a policy for cross-connections. The District recently passed a board resolution in alignment with Cross-Connection Control standards including Title 17 of the California Code of Regulations, and SWRCB's Cross-Connection Control Policy Handbook (CCCPH). The *JPIASource* article Benefits of a Cross-Connection Ordinance, outlines the benefits and provides further guidance.

Serious Injury/Illness Reporting – We discussed the importance of having a process to review any injury/illness occurring in a place of employment that may require the District to inform Cal/OSHA. The District would have eight hours to report a reportable injury or illness, and Cal/OSHA gives the employer the option to call or email. To assist members, the JPIA has created a Serious Injury and Illness Reporting Guide.

Loss Review
We briefly discussed the District's loss history, which can be further evaluated by reviewing experience modification rates (E-Mods). E-Mods are based on the prior three years of claims data, excluding the most recent fiscal year (2024-2025). The District's Workers' Compensation (WC) E-Mod has decreased to 1.26, with four claims over the past five years. For the Liability Program, the E-mod decreased to 0.87 with two claims over five years. There is no E-Mod for the Property Program. I will continue to advise the District on JPIA Commitment to Excellence (C2E) best practices that may assist in reducing losses.

Training Opportunities
The District's current safety training program includes regular safety meetings supported by resources such as the AWWA CA-NV publication Let's Talk Safety: 52 Talks on Common Utility Safety Practices for Water Professionals. This is a great resource. As a JPIA member, the District has access to training resources, many of which are available at no additional cost.

- ACWA JPIA SoCal Training Conference is on October 28-29, 2025, in Ontario, CA.
- As part of the JPIA's Professional Development Program (PDP), these conferences cover key topics for human resources and operations such as IIPP, ergonomics, trenching and excavation, confined space, and more.
- The JPIA offers in-person training on specific loss exposures such as Defensive Driving and Confined Space Entry. Vector Solutions and the JPIA's Lending Library are online training resources offered through the JPIA, and can supplement the District's existing training efforts.

Site Visit
We visited the following locations: West Tank, Sage Tank and Pump House, Eucalyptus Reservoir and Pump House, Vosburg Reservoir and Pump House, and the Holly Tanks. We also drove by the K-3 Well Site and the Wilcox Well. All sites were secure, with appropriate signs in place. Housekeeping and vegetation at the sites are well maintained. Good vegetation management is a C2E Wildfire Prevention best practice.

Thank you again for your time and assistance. The next risk assessment will be scheduled in March 2026. Should you need assistance from a risk management or safety standpoint, please contact me at (310) 749-6222 or ipenales@acwajpia.com.

Sincerely,

Iris Penales
Senior Risk Control Advisor

828:tl

c: JPIA Member Services
JPIA Risk Management Committee
Tim Eldridge, JPIA Board Member