



SAN ANTONIO WATER COMPANY

BOARD OF DIRECTORS MEETING

Tuesday, August 20, 2019

5:00 p.m.

In the Upland City Hall Council Chambers

- Call to Order
- Salute to the Flag

1. Recognitions and Presentations:

2. Additions-Deletions to the Agenda:

3. Shareholder-Public Testimony:

This is the time for any shareholder or member of the public to address the board members on any topic under the jurisdiction of the Company, which is on or not on the agenda. Please note, pursuant to the Brown Act the board is prohibited from taking actions on items not listed on the agenda. For any testimony, speakers are requested to keep their comments to no more than four (4) minutes, including the use of any visual aids, and to do so in a focused and orderly manner. Anyone wishing to speak is requested to voluntarily fill out and submit a speaker's form to the manager prior to speaking.

4. Consent Calendar Items:

All items listed hereunder are considered to be routine and there will be no separate discussion of these items unless members of the board request specific items to be removed from the consent calendar for separate action. All items listed or remaining will be voted upon in a single action.

- A. Approval of Board Meeting Minutes
Regular Meeting Minutes of July 16, 2019.
- B. Ad Hoc Office and Yard Relocation Committee Meeting Minutes
Meeting Minutes of July 10, 2017 and June 12, 2019.
- C. Planning, Resources, and Operations Committee (PROC) Meeting Minutes
Meeting Minutes of May 28, 2019.
- D. Administration and Finance Committee (AFC) Meeting Minutes
No meeting minutes.
- E. Financial Statement
Income Statement and Balance Sheet for June 30, 2019 and year-to-date.
- F. Investment Activity Report
Monthly Report of Investments Activity
- G. Water Production
Bi-Monthly water production [Jan/Feb, Mar/Apr, May/June, July/Aug, Sept/Oct, Nov/Dec.]
- H. Prominent Issues Update
Status summaries on certain on-going active issues.
- I. Projects and Operations Update
Status summaries on projects and operations matters.
- J. Groundwater Level Patterns [Quarterly in January, April, July, and October]
Tracking patterns of groundwater elevations relative to ground surface.
- K. Correspondence of Interest

5. Board Committee – Delegate Report:

- A. PVPA Representative's Report
Verbal report on activities at the Pomona Valley Protective Association that have an impact on the Company.
- B. Six Basins Representative Report
Verbal report on activities at the Six Basins Watermaster that have an impact on the Company.
- C. Chino Basin Representative Report
Verbal report on activities at the Chino Basin Watermaster that have an impact on the Company.
- D. Cucamonga Basin Representative Report
Verbal update by staff.
- E. Administration and Finance Committee (AFC) Chairman's Report
No meeting to report.
- F. Planning, Resources, and Operations Committee (PROC) Chairman's Report
Report on meeting held on July 23, 2019.
- G. Office Feasibility Study Ad Hoc Committee
No meeting to report.

6. General Manager's Report on Activities

- A. Water Conservation Update
Receive and file water conservation program updates
- B. Response to City of Upland Regarding Replacement of Key Office Facilities
Discussion and possible action regarding draft response letter
- C. Award of Contract for Campus Avenue Waterline
Discussion and possible action regarding award of \$404,364 contract to TE Roberts, Inc.
- D. Approval of Change Order No. 3, Reservoir 7 Rehabilitation
Discussion and possible action regarding \$179,857 change order for lining Reservoir No. 7

7. Closed Session: None

8. Director's Comments and Future Agenda Items:

Adjournment:

The next regular Board Meeting will be held on Tuesday, September 17, 2019 at 5:00 p.m.

NOTE: All agenda report items and back-up materials are available for review and/or acquisition at the Company Office (139 No. Euclid Avenue, Upland, CA.) during regular office hours, Monday through Thursday [7:00 am – 11:30 am & 12:30 pm – 5:00 pm] and alternating Fridays [7:00 am – 11:30 am & 12:30 pm – 4:00 pm]. The agenda is also available for review and copying at the Upland Public Library located at 450 N. Euclid Avenue.

POSTING STATEMENT: On August 15, 2019 a true and correct copy of this agenda was posted at the entry of the Company Office (139 No. Euclid Avenue), on the public bulletin board at 450 No. Euclid Avenue (Upland Public Library) and on the Company Website.

- How to read and interpret common financial statements in order to make more informed decisions
- How to use financial statements to keep your system financially viable
- Elements of internal controls
- Identifying methods to balance the budget

This session is ideal for a board member of a drinking water utility who needs to understand the basic financial aspects of a utility's operations.

Budgeting for Board, Operators & Managers

November 7, 2019 @ 10 a.m.

In order to remain viable, all public water systems need to acquire and manage sufficient financial resources to achieve and maintain compliance with regulatory requirements. One primary tool to become and remain viable is developing and maintaining a comprehensive budget. This workshop will show board members, managers and operators how to develop a budget, identify revenues and expenses, methods to balance the budget, and how to review a budget comparison report on a regular basis.

Participants will learn and understand:

- How to prepare a budget
- How to identify revenue and expenses
- Identify fiscal policies for assisting in balancing the budget
- How to review the budget comparison report on a regular basis
- What types of corrective action can be implemented when you have unexpected expenses or falling revenues

ETHICS TOPICS

AB1234: Ethics for Public Elected Officials

October 15, 2019 @ 10 a.m.

Small water systems throughout the country often have boards consisting entirely of volunteers. In California, all new and existing board members are required to attend an ethics training once every two years, and within six months of taking office. This workshop will satisfy the legal requirements of AB1234 for elected officials of public entities. We will also cover "Brown Act" and your fiduciary responsibilities as elected officials. Good policies: Do you have them and have you reviewed them lately?

Participants will learn and understand:

- AB1234 ethics requirements for board members
- Understanding open meeting laws
- Conflict of interest
- What ethical behavior is

AB54 & AB240: Ethics for Mutual Water Company Board Members

Placed on dais

December 10, 2019 @ 10 a.m.

By law, all mutual water board members are required to have two hours of ethics training every six years, and within six months of taking office. This training is designed to provide system longevity and helps assure that board members meet their legal responsibilities. Required topics of training include: conflicts of interest, fiduciary responsibilities, Safe Drinking Water Act compliance, long-term management and Capital Improvement Planning. We will also cover the AB240 requirements, which affect Mutual Water Systems as of January 1, 2014. This workshop allows Mutual Water Systems to comply with this new regulation and helps prepare them to better govern their water company. This workshop meets the legal requirement for board members ethics training under AB54.

Participants will learn and understand:

- All requirements of AB54 and AB240
- Financial conflicts of interest to avoid
- Strategic planning
- Financial responsibilities
- Capital Improvement Planning
- How to comply with the Safe Drinking Water Act

Recommended audience includes directors, board members and managers of Mutual Water Companies

OPERATIONS BASICS

Water Supply & Sources

July 30, 2019 @ 10 a.m.

What does Under the Direct Influence mean? What is an unconfined aquifer? Why does surface water require different treatment than groundwater? Come learn the answers to these questions and more, as we explore small system water supply and sources. Learn how your water system's supply and source impact many of your daily activities as an operator.

This workshop includes information on:

- California's water supply
- Types of water sources commonly seen in small systems
- Characteristics of major water source types and treatment impacts
- Source water protection planning

Recommended audience includes system managers, new or existing water operators, and those considering employment in a public water system.

SAN ANTONIO WATER COMPANY
MINUTES OF THE SAN ANTONIO WATER COMPANY
Tuesday, July 16, 2019

An open meeting of the Board of Directors of the San Antonio Water Company (SAWCo) was called to order at 5:01 p.m. on the above date at the Upland City Hall Council Chambers, 460 North Euclid Avenue, Upland, California. Directors present were Tom Thomas, Jose Sanchez, Will Elliott, Gino Filippi, Martha Goss, and Rudy Zuniga. Also in attendance were SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Director Thomas presided.

- Salute to the Flag led by Director Elliott
- 1. Recognitions and Presentations: None.
- 2. Additions-Deletions to the Agenda: None.
- 3. Shareholder-Public Testimony: None.
- 4. Consent Calendar Items:
 - A. Approval of Board Meeting Minutes
Regular Meeting Minutes of June 18, 2019.
 - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes
No meeting minutes.
 - C. Administration and Finance committee (AFC) Meeting Minutes
Meeting Minutes of April 23, 2019.
 - D. Financial Statement
Income Statement and Balance Sheet for May 31, 2019 and year-to-date
 - E. Investment Activity Report
Monthly Report of Investments Activity
 - F. Water Production
Bi-Monthly water production [Jan/Feb, Mar/Apr, May/June, July/Aug, Sept/Oct, Nov/Dec]
 - G. Prominent Issues Update
Status summaries on certain on-going active issues.
 - H. Projects and Operations Update
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Tracking patterns of groundwater elevations relative to ground surface.
 - J. Correspondence of Interest

Director Filippi asked that Item 4G be pulled for further discussion.

Director Elliott moved and Director Zuniga seconded to approve the Consent Calendar Items sans Item 4G. Motion carried.

Director Filippi inquired about the Administrative Matters listed under letter D of Agenda Item 4G.

Mr. Lee further explained the meeting held on July 3rd between himself, Ms. Layton, and Upland Interim City Manager Rosemary Hoerning. Discussions included how operating the treatment plant at maximum operation was a benefit to both entities. Also discussed was the possibility of biological treatment for Chino Basin wells. SAWCo will need shareholders to partner with them in order to make biological nitrate treatment cost effective. The City of Upland does not currently have a strong desire to partner in the purchase of biological treated water from SAWCo's Chino Basin wells.

Ms. Layton informed the Board of the July 8th meeting with the General Manager of Chino Basin Watermaster, Peter Kavounas. Discussions included the Desalter Replenishment Obligation and the Storage Agreement with Chino Basin Watermaster (CBWM). Every year CBWM parties have to

complete and submit a form in order to store water. SAWCo applied on June 3rd to place 2,500AF in be placed in their water storage starting September 1, 2019. SAWCo received word that CBWM is concerned that excess water may cause material physical injury by pushing a plume in the Basin. In the meantime, a request from Fontana Water Company to add to their water storage account that was submitted after SAWCo's request was approved.

Director Elliott moved and Director Zuniga seconded to receive and file Item 4G. Motion carried.

5. Board Committee – Delegate Report:

A. Pomona Valley Protective Association (PVPA) Representative's Report – Director Thomas reported on the July 10th PVPA meeting. An unfenced PVPA land north of Baseline in Claremont prone to homeless encampments is in the process of having a chain link fence installed.

A PVPA building south of the San Antonio Dam used for monitoring water flow will receive a stronger roof to prevent continued break-ins.

Weed abatement has been completed by the City of Pomona.

The PVPA Board found a consultant they feel might assist them in handling the establishment of the National Recreation Area. Portions of PVPA's land has been grouped in with the proposed area and they would like the boundaries redrawn.

A Budget Committee meeting will take place shortly regarding the PVPA Fiscal Year which runs September 1st thru August 31st.

B. Six Basins Representative Report – Mr. Lee reported Water Utility Superintendent Tommy Hudspeth attended the most recent Six Basins Meeting. SAWCo was encouraged by City of Pomona to keep abreast on information regarding the expansion of the proposed National Recreation Area.

C. Chino Basin Representative Report – Ms. Layton reported staff attended and participated in the first Storage Management Plan Workshop by providing comments to the CBWM. SAWCo is concerned about Watermaster's written comment that it has first right to the basin. The parties paid for the basin and staff feels Watermaster should not have first right. Water storage needs are currently being considered.

D. Cucamonga Basin Representative Report – Ms. Layton reported the working group met on July 2nd. Staff was in agreement with the Term of Reference sheet that Cucamonga Valley Water District (CVWD) proposed, however, CVWD changed some language on the Term of Reference sheet and staff is reviewing that information.

The group is working through the Judgment and providing comments.

The next meeting is scheduled for August 6th at 1:30 p.m.

E. Administration and Finance Committee (AFC) Chairman's Report – Director Sanchez advised the General Manager's report covers what was discussed at the most recent AFC meeting.

F. Planning, Resources, and Operations Committee (PROC) Chairman's Report – No meeting to report.

G. Office Feasibility Study Ad Hoc Committee – Mr. Lee reported on the July 10, 2019 meeting. The Committee reviewed the Request for Qualifications (RFQ) for architectural services. The item will go out to architectural firms by early the following week. The Statements of Qualifications will be reviewed sometime in August.

A letter was received from the City of Upland expressing concerns about the public's perception of SAWCo building a new office/yard facility. Staff will reply with a letter addressing the concerns expressed. The Committee will review the letter response and it will be brought to the Board for approval.

6. General Manager's Report on Activities:

A. Shareholder Request for Refund and Reimbursement – Mr. Lee explained that Dr. Fred Gattas and Mary Gattas sold water shares to the City of Upland recently. During the transfer process Dr. Gattas received his and Ms. Gattas' new water stock certificate but did not like the name it was issued in. After his visit to the Company office the new water stock certificate was lost and a lost instrument bond was purchased by Dr. Gattas in order to transfer the stock to a name he approved of.

Dr. Gattas is requesting reimbursement of the \$150 lost instrument bond fee he paid to an insurance company for the bond and a \$90 refund of the three water stock transfer fees he paid to have the stocks transferred. The information provided by Dr. Gattas was presented to the Administration and Finance Committee (AFC) at the June meeting. The Committee determined it not in the best interest of the Company to reimburse or refund the fees.

Dr. Gattas thanked Mr. Lee for accommodating his request. He then advised the Board of his 10 year service on the SAWCo Board of Directors; three of which he chaired the AFC. He advised there has been a slip up and he was attending the meeting to allow the Company a chance to correct it.

Dr. Gattas directed attention to the items he submitted for the Board Agenda packet. He advised the Board to act on suggestions he submitted on how to improve service and avoid future problems. He then referred to a document he presented to the Company on April 23, 2019 which were typed instructions regarding the transfer of his water stock certificates. He felt the instructions were clear and couldn't understand how a mistake could've been made.

Dr. Gattas then explained his actions after receiving the newly issued stock certificate that was not labeled as he wished. He stated he has since received a new certificate labeled as desired but should not be held responsible financially for the previous error and the costs to have it corrected.

Director Thomas inquired with staff if they had any comments.

Mr. Lee replied the Company received conflicting information for the wording on the new water stock certificate and utilized the information provided on the official Company forms when labeling the new certificate. From staff's perspective, the Company did as was instructed on the proper forms.

Director Thomas then inquired with staff what happened to the mislabeled water stock certificate.

Mr. Lee responded that both staff members that assisted Dr. Gattas when he visited the office with the mislabeled certificate advised that he retain the stock until a decision on how to handle an additional transfer was made. Staff did check the office for the certificate just in case and attempted to review video footage but the video feed had expired by the time access was attempted. Staff is confident that they did not retain the certificate and they did not lose the certificate. Therefore, Mr. Lee recommends denying the request for both the refund and reimbursement.

Director Thomas commented he'd been signing stock certificates for 22 years and this is the first time there has ever been any question about the procedure.

Director Sanchez inquired about the costs involved in transferring the certificates. Dr. Gattas submitted two certificates for transfer but was charged \$90.

Ms. Mitchell explained a \$30 fee was charged to transfer the first certificate and \$60 was charged for the second as it was split into two certificates. When two certificates are created from the

cancelling out of one certificate two, \$30 fees are charged for the issuing and mailing of two certificates. Dr. Gattas was not charged to cancel out the new certificate to reissue one in his and his wife's name as trustees.

Director Sanchez stated there was conflicting information provided by Dr. Gattas. The letter provided on April 23, 2019 stated the certificate was to be issued as trustees but the Company forms, which are the Company's formal record, filled out on April 24, 2019 stated something different. Director Sanchez sympathized with the confusion it caused.

Director Sanchez then inquired whether staff retains stock certificates.

Ms. Mitchell explained that unless all properly executed stock transfer paperwork is submitted at one time, she will not retain a stock certificate. As such, staff had Dr. Gattas retain the stock certificate while management discussed the issue and made a determination on how to best handle it.

Director Sanchez stated the AFC reviewed the majority of the information provided by Dr. Gattas with the exception of the cost per share transfer fees. All items considered, he did not see any information that would alter the decision made at the AFC meeting.

Director Sanchez recommended and Director Zuniga seconded the Board accept the General Managers recommendation to deny the request from Dr. Gattas for a refund of the water stock transfer fees and for the reimbursement of the lost instrument bond fee.

Director Elliott questioned whether the issue was the differences in the names listed on document 13989 and the fact trustees was not listed after registered holder.

Director Sanchez clarified that the issue was that the Company's Form A that Dr. Gattas submitted indicates the new shareholder's name is not to be listed as trustees.

Director Elliott replied that information answered his question and with that the Board of Directors voted.

The motion carried unanimously with Director Bob Cable absent.

Dr. Gattas inquired what the Board had decided and was advised they upheld the General Manager's recommendation. He then started to question the Board about the AFC meeting but was informed that the decision had been made considering all of the information he provided to the AFC as well as the additional information he provided the Board of Directors.

Director Sanchez advised Dr. Gattas that what he had requested was done at the appropriate fee. He apologized for the inconveniences Dr. Gattas endured in receiving his certificate and attempted to clarify the typed instructions shown to staff on April 23rd did not match the information he completed on the Company forms he submitted on April 24th.

Mr. Lee offered to meet with Dr. Gattas at the Company office to explain the transfer process to him and welcomed any Board member that wished to attend.

After being handed a copy of the Form A he had submitted to SAWCo Dr. Gattas exclaimed he had no idea where the form came from and advised he would not stop at this point as he felt he had been wronged. He thanked the Board and exited the meeting.

B. General Manager's Annual Review – Mr. Lee advised his one year anniversary with the Company is rapidly approaching. Per contract and good standard practice, his annual performance review will need to be completed and goals and objective for the coming year will need to be set. This was discussed at the AFC meeting and will be discussed at the upcoming PROC meeting. In question was how to conduct the performance review. It was suggested at the AFC that the Personnel Committee for Executive Recruitment be tasked with talking to staff, the remaining Board

members, stakeholders in the Company and with Mr. Lee himself to address the past 12 months as well as setting goals and objectives for the next 12 months. After that information is collected it would be brought back to the Board for recommendation.

Director Thomas explained the committee responsible for hiring the General Manager included himself, Director Elliott, and Director Bob Cable. With Director Cable traveling over the past couple of months he felt it wise to have an alternate fill his place for the General Manager's performance review. Director Thomas recommended Director Sanchez, chair of the AFC, assume Director Cable's place.

Director Sanchez advised he would be out of town off and on through September 10th. It was suggested Director Sanchez and Director Cable coordinate who would cover the position at what times.

It was Mr. Lee's understanding that Director Cable would travel through July but return in August.

Director Thomas stated Director Cable then will be included in the Directors responsible for the performance review.

There was consensus on the Board that the committee comprised of Director Thomas, Director Elliott, and Director Cable would conduct the General Manager's performance review.

C. Memorandum of Understanding Between Company and West Valley Mosquito and Vector Control District (WVMVCD) –

Mr. Lee reported staff was contacted several months ago regarding vector control at Basin 6A. WVMVCD was attempting to determine what agency was responsible for the water at the basin that was causing a midge fly problem. Since SAWCo is responsible for the water in Basin 6A it is also their responsibility to mitigate the midge fly population per California law.

The Memorandum of Understanding (MOU) presented authorizes the General Manager to approve treatment of Basin 6A to mitigate the midge fly population in the future should it become necessary.

Director Filippi moved and Director Goss seconded to approve authorizing the General Manager to execute the MOU with WVMVCD. Motion carried.

7. Closed Session: None.

8. Director's Comments and Future Agenda Items:

Mr. Lee commented that the 15th Annual Watershed Cleanup Day held on Saturday, July 13th was successful. He also informed the Board that SAWCo staff received First Aid/CPR/AED training and certification earlier in the week.

Director Thomas stated that earlier in the year two members of the Board of Directors retired from their position or did not seek reelection. Neither expressed interest in a farewell celebration. Alternatively, the Board of Directors wished to hold a company event. An email will be sent out to all Directors and staff to coordinate a date and iron out the particulars.

Adjournment: Seeing no further business, the meeting was adjourned at 5:54 p.m.

Assistant Secretary
Brian Lee

SAN ANTONIO WATER COMPANY
AD-HOC MEETING
MINUTES
July 10, 2017

An open meeting of the office relocation feasibility Ad-Hoc Committee for the San Antonio Water Company (SAWCo) was called to order at 2:01 p.m. on the above date at SAWCo's Company Office located at 139 N. Euclid Avenue in Upland, California. Committee Members present were Tom Thomas, John Gerardi, and Teri Layton. Also in attendance were City of Upland Public Works Director Rosemary Hoerning, and SAWCo's General Manager Charles Moorrees, and Senior Administrative Specialist Kelly Mitchell. Mr. Thomas presided.

1. Recognitions and Presentations: Mr. Thomas recognized Rosemary Hoerning, Public Works Director for the City of Upland.
2. Additions – Deletions to the Agenda: None.
3. Public Comments: Ms. Hoerning thanked Ms. Layton for changing the meeting date so that she was able to attend.
4. Approval of Committee Meeting Minutes
Mr. Gerardi moved and Mr. Thomas seconded to approve the meeting minutes of March 1, 2017. Motion carried.
5. Administrative Issues:
 - A. ***Appraisal of Portion of Company's Property at 17th and Benson*** – Ms. Layton stated she looked over the appraisal and felt the report to be thorough. She questioned if anyone had any comments on the appraisal.

Mr. Thomas believed it difficult to find a good comparable considering the type and location of the property.

Mr. Gerardi felt it looked like a standard appraisal using things such as sales comparisons, value and building placement.

Mr. Thomas inquired with Ms. Hoerning about a timeline for when the City of Upland would be purchasing the property.

Ms. Hoerning stated that the City of Upland would like to submit the property acquisition as part of their State Revolving Loan Application. They are unable to purchase the property until they are funded for the project which won't be approved until the application is submitted with all portions completed. Ms. Hoerning described the entire process required for getting the requested information submitted to the State for funding. Funding from the State will most likely take one year. With that, Ms. Hoerning requested the appraisal price of the property be held for a year.

There was concern if the project is delayed for too long the costs to construct it would increase.

Various ways to bring in funds for the property located at 17th Street and Benson Avenue and the current office and yard facilities were discussed.

There was consensus on the Committee to recommend the Board hold the price for the property at the appraised price presented until August 1, 2018.

B. Appraisal for Company's Office and Yard Site – Appraisals for SAWCo's current office building and yard site were put on hold until after State funding is granted to the City of Upland for their reservoir project.

6. Closed Session: None.
7. Committee Comments and Future Agenda Items: The committee will not meet until 2018 to allow time for the City of Upland to secure funds for their reservoir project.
8. Adjournment:
There being no further business the meeting ended at 2:36 p.m.

Assistant Secretary
Brian Lee

SAN ANTONIO WATER COMPANY
AD-HOC MEETING
MINUTES
June 12, 2019

An open meeting of the office relocation feasibility Ad-Hoc Committee for the San Antonio Water Company (SAWCo) was called to order at 3:02 p.m. on the above date at SAWCo's Company Office located at 139 N. Euclid Avenue in Upland, California. Committee Members present were Tom Thomas, Martha Goss, Teri Layton, Tommy Hudspeth, and alternate Jose Sanchez. Also in attendance were SAWCo's General Manager Brian Lee, and Senior Administrative Specialist Kelly Mitchell. Mr. Thomas presided.

1. Recognitions and Presentations: None.
2. Additions – Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes
Mr. Thomas moved and Ms. Layton seconded to approve the meeting minutes of July 10, 2017. Motion carried.
5. Administrative Issues:
 - A. ***Update on Status of Consolidating Company Office and Yard Facilities*** – Mr. Lee recapped what the Committee had previously accomplished. The best location for the new office and yard buildings was determined to be on SAWCo owned property at 17th Street and Benson Avenue. Concept drawings of the buildings were drafted.

Mr. Lee then reaffirmed the two main purposes of the Committee are to determine the office layout, such as structure and feel of office, and how to fund the project. Most of the funding will come from the sale of the southern portion of the property and the sale of the current office and yard facility. SAWCo has been in their current office for 90 years and have outgrown it. Mr. Lee would like to build facilities to last the next century.

The timing of the sale of SAWCo's current office and yard facility and the building of the new facility was discussed along with possible financing.

The Committee reviewed previous concept plans for the site and determined new plans should be drawn up. As such, a Request for Qualifications (RFQ) will be sent out to the architect responsible for drawing up the previous plans as well as several other local architects.

Mr. Lee stated he would schedule a July Ad Hoc Office and Yard Relocation meeting and in the meantime compile an RFQ with a list of architects and inquire with staff on thoughts for the new facility.

Mr. Hudspeth exited the meeting at 3:49 p.m.

Staff is aiming to secure an architect in 2019 and develop the site plan, floor plan, and conceptual renderings by early 2020. Plans for construction are projected to be completed by late 2020 with bidding and construction projected to take place in late 2021 or early 2022.
6. Closed Session: None.
7. Committee Comments and Future Agenda Items: The committee will meet in one month.

8. Adjournment:

There being no further business the meeting ended at 3:53 p.m.

Assistant Secretary
Brian Lee

MINUTES OF THE SAN ANTONIO WATER COMPANY
 PLANNING, RESOURCES, and OPERATIONS COMMITTEE
 May 28, 2019

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order at 3:02 p.m. on the above date at the company office located at 139 N. Euclid Avenue, Upland, California. Committee members present were Will Elliott, Gino Filippi, and Martha Goss. Also in attendance were Steve Corrington for MIH, SAWCo's General Manager Brian Lee, and Assistant General Manager Teri Layton. Mr. Elliott presided.

1. Recognitions and Presentations – The Committee recognized Steve Corrington representing MIH.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes:
 - A. ***Regular Committee Minutes of March 26, 2019*** – Mr. Filippi moved and Ms. Goss seconded to approve the meeting minutes of March 26, 2019 as presented. Motion carried.
5. Planning and Operational Issues:
 - A. ***Development of Five-Year Capital Improvement Program*** – Mr. Lee reviewed and explained the information provided in the supporting documents of the agenda item. Estimated replacement costs per year for domestic and irrigation facilities were given as well as proposed Capital Improvement Programs for 2020.
 - B. ***Nuisance Vector Control at Spreading Basins*** – Mr. Lee reported SAWCo was contacted by West Valley Vector Control regarding midge fly complaints at Cucamonga Basin 6 and Basin 15. Midge flies do not bite or sting and they do not carry infectious diseases. They are simply a nuisance vector.

Health and Safety Code Article 5 Section 2060 (b) places the responsibility to abate with the agency claiming ownership or control of the water bringing in the nuisance. Treatment would cost roughly \$3,000 to \$4,000 per treatment with an estimated treatment every 4 to 6 weeks during the current season.

SAWCo has been asked to enter into a Memorandum of Understanding (MOU) with West Valley Vector Control to allow them to treat the midge fly problem. Mr. Lee will present the MOU to the Board once received.

- C. ***Automatic Meter Reading (AMR)*** – Mr. Lee advised staff has received pricing on an AMR system. He then explained all of the components of the install cost. This included the hardware costs and subscription costs as well as the amount SAWCo currently spends on meters and meter readings. Total additional costs for switching to AMRs was estimated at nearly \$10,000. If SAWCo removes water bill adjustments for leaks due to the AMR notifying the customer in good time of

a leak, total additional net costs for switching to AMRs would drop to roughly \$5,000.

Additional companies who offer similar services will be contacted for quotes. The item may go out to bid if needed.

D. Nitrate Study – Mr. Lee brought the committee’s attention to the letter SAWCo sent to the California Water Resources Control Board regarding the demonstration pilot study report for the proposed MIH biological nitrate removal process which was performed at SAWCo’s Well 31. Staff hopes the results of the pilot study will aid in getting the type of treatment approved by the State.

Once approved by the State, SAWCo would like to look at using biological treatment on Chino Basin wells if feasible. There are currently two opportunities to utilize state funds for such a project as well as opportunities for grants.

Staff will review well sites to determine what wells, if any, are good candidates for biological treatment. MIH will develop cost proposals for those wells.

Mr. Lee will present the pilot study report at the June Board meeting and provide possible well sites for biological treatment. He may seek recommendation from the Board to move forward with determining feasibility of a particular well or wells at that time.

E. Ad hoc Office Relocation Committee – Mr. Lee advised of the need to appoint a member of the PROC as a representative to the Ad Hoc Office Relocation Committee as well as an alternate.

There was consensus on the committee that Ms. Goss would represent the PROC on the Ad Hoc Office Relocation Committee and Mr. Elliott would serve as the alternate.

6. Planning and Operational Update -

A. Project Status Report –

- **Reservoir 7** – Reroofing – Framing for the foundation of the roof has begun. The roof is being constructed off-site and is expected to be delivered towards the end of the year.
- **Holly Drive Reservoir Phase I** – The foundations for the retaining wall are being staked and set. Damage was done to the HOA gate; the contractor is the process of getting it repaired.
- **Cucamonga Crosswalls** – Two quotes for five years of mitigating the invasive species at the site were received. The quotes covered a larger area than expected. Staff is working with the environmental firm for a better understanding of the mitigation requirement.

Staff is requesting a plan from the contractor to repair the breaches in the crosswalls with added structural repairs. Additional silt will be removed for percolation.

- ***Mountain Avenue Irrigation Line*** – leaking occurred on the grouted seems on the concrete rings of a vault bringing up pavement on Mountain Avenue. A pipeline with gate valve will be installed in place of the vault.

7. Basin Issues and Updates

- ***San Antonio Canyon Watershed*** – A committee meeting is scheduled for the following week. The 15th Annual Watershed Cleanup day is taking place on Saturday, July 13th.
- ***Chino Basin*** – Ms. Layton is awaiting additional information regarding the revised assessment packages to determine the amount of desalter replenishment water SAWCo is obligated to contribute to the basin.
- ***Six Basins*** – Nothing to report.
- ***Cucamonga Basin*** – No meeting was held in May. A meeting with Cucamonga Valley Water District, West End Consolidated Water Company, and SAWCo to discuss modernizing the judgment is scheduled for June 4th.

8. Closed session: – None.

9. Committee’s Comments and Future Agenda Items: None.

Adjournment: –The meeting adjourned at 3:45 p.m.

Assistant Secretary
Brian Lee



San Antonio Water Company, CA

Income Statement

Group Summary

For Fiscal: 2019 Period Ending: 06/30/2019

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Category: 4 - Income					
SubCategory: 40 - Shareholder Revenue					
1185 - Domestic Water Income (Base)	340,000.00	340,000.00	38,181.61	84,222.37	255,777.63
1215 - Domestic Water Income (Supplemental)	246,000.00	246,000.00	21,494.97	53,333.46	192,666.54
1220 - Domestic Water Income (Tier 3)	206,000.00	206,000.00	14,050.24	49,691.85	156,308.15
1230 - Domestic Water Income (Readi/Chrg)	200,000.00	200,000.00	33,245.66	99,947.24	100,052.76
1235 - Domestic Water Availability Charge (WAC)	60,000.00	60,000.00	10,265.40	30,268.07	29,731.93
1245 - Municipal Water Income (Base)	2,500,000.00	2,500,000.00	321,857.70	1,313,254.68	1,186,745.32
1268 - Municipal Water Income (Readi/Chrg)	80,000.00	80,000.00	6,900.00	40,650.00	39,350.00
1274 - Misc Water Income (Base)	189,000.00	189,000.00	23,468.22	69,444.43	119,555.57
1275 - Misc Water Income (Supplemental)	174,000.00	174,000.00	16,188.94	54,436.43	119,563.57
1276 - Munnicipal Water Availability Charge (WAC)	477,000.00	477,000.00	39,730.00	238,306.00	238,694.00
1280 - Misc Water Income (Tier 3)	15,000.00	15,000.00	0.00	4,667.88	10,332.12
1288 - Misc Water Income (Readi/Chrg)	23,000.00	23,000.00	2,050.00	11,410.00	11,590.00
1290 - Misc Water Availability Charge (WAC)	23,000.00	23,000.00	1,922.00	11,532.00	11,468.00
1295 - Dormant Water Availability Charge (WAC)	54,000.00	54,000.00	8,639.87	26,419.73	27,580.27
1400 - Stock Transfer	5,000.00	5,000.00	300.00	1,890.00	3,110.00
1410 - Late/Re-establishment Fee	5,000.00	5,000.00	1,130.00	3,080.00	1,920.00
1420 - Return Check Fee	0.00	0.00	50.00	100.00	-100.00
1430 - Stock Certificate Storage and Handling Fee	0.00	0.00	20.00	60.00	-60.00
SubCategory: 40 - Shareholder Revenue Total:	4,597,000.00	4,597,000.00	539,494.61	2,092,714.14	2,504,285.86
SubCategory: 42 - Non-Shareholder Revenue					
1725 - Misc. Income	1,000.00	1,000.00	0.00	1,499.66	-499.66
1728 - Plans & Spec Fee	2,000.00	2,000.00	0.00	0.00	2,000.00
1750 - Service/Litigation Agreements	1,000.00	1,000.00	56.65	334.79	665.21
1753 - Ground Lease Income	52,000.00	52,000.00	4,707.84	29,437.20	22,562.80
1755 - Interest Earned	48,000.00	48,000.00	331.79	42,741.22	5,258.78
1785 - Gain on Sale of Asset	344,000.00	344,000.00	0.00	0.00	344,000.00
1875 - Overhead Income	0.00	0.00	0.00	735.74	-735.74
SubCategory: 42 - Non-Shareholder Revenue Total:	448,000.00	448,000.00	5,096.28	74,748.61	373,251.39
Category: 4 - Income Total:	5,045,000.00	5,045,000.00	544,590.89	2,167,462.75	2,877,537.25
Category: 5 - O & M Expense					
SubCategory: 50 - Operating Facilities					
2175 - Facility Related Field Labor	228,000.00	228,000.00	15,926.88	110,382.70	117,617.30
2235 - Repairs to Facilities and Equipment	393,000.00	393,000.00	82,284.34	-67,970.22	460,970.22
2265 - Power-Gas & Electric (utilities)	725,000.00	725,000.00	88,506.59	221,078.06	503,921.94
SubCategory: 50 - Operating Facilities Total:	1,346,000.00	1,346,000.00	186,717.81	263,490.54	1,082,509.46
SubCategory: 51 - Operating Activities					
2475 - Customer Service	85,000.00	85,000.00	3,929.17	38,475.87	46,524.13
2498 - Conservation	45,000.00	45,000.00	2,591.18	7,319.26	37,680.74
SubCategory: 51 - Operating Activities Total:	130,000.00	130,000.00	6,520.35	45,795.13	84,204.87
SubCategory: 52 - Other Operating Expense					
2205 - Non-Facility Related Labor	87,000.00	87,000.00	6,454.42	39,014.82	47,985.18
2210 - O & M - All Other	2,000.00	2,000.00	0.00	0.00	2,000.00
2295 - Supplies (Inventory & Tools Expense)	10,000.00	10,000.00	73.03	4,534.82	5,465.18
2565 - Depreciation/Amortization	822,000.00	822,000.00	76,374.85	454,249.32	367,750.68
2715 - Property Taxes	247,000.00	247,000.00	0.00	107,474.59	139,525.41
2805 - Water Resource Mgmt.	300,000.00	300,000.00	-1,090.09	30,443.88	269,556.12
SubCategory: 52 - Other Operating Expense Total:	1,468,000.00	1,468,000.00	81,812.21	635,717.43	832,282.57
Category: 5 - O & M Expense Total:	2,944,000.00	2,944,000.00	275,050.37	945,003.10	1,998,996.90

Income Statement

For Fiscal: 2019 Period Ending: 06/30/2019

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Category: 6 - G & A Expense					
SubCategory: 60 - Personnel					
2115 - Administrative Services	223,000.00	223,000.00	23,517.02	147,022.73	75,977.27
2130 - Development/Water Svc. App.	2,000.00	2,000.00	0.00	338.45	1,661.55
2325 - Payroll Taxes	70,000.00	70,000.00	5,653.86	38,232.42	31,767.58
2355 - Worker's Compensation Insurance	18,000.00	18,000.00	1,522.00	5,372.00	12,628.00
2385 - Benefit Pay (Vac., sick, etc.)	143,000.00	143,000.00	9,613.52	64,593.33	78,406.67
2415 - Benefit Insurance (Pension,Life,Medical,Vision etc)	223,000.00	223,000.00	17,806.60	112,252.73	110,747.27
2430 - Benefit Administrative Services	2,000.00	2,000.00	0.00	0.00	2,000.00
SubCategory: 60 - Personnel Total:	681,000.00	681,000.00	58,113.00	367,811.66	313,188.34
SubCategory: 61 - Other					
2445 - Office/IT Support	62,000.00	62,000.00	3,308.50	31,903.26	30,096.74
2505 - Directors Fees & Expense	35,000.00	35,000.00	3,182.84	15,142.62	19,857.38
2535 - Liability Insurance	32,000.00	32,000.00	0.00	28,891.00	3,109.00
2595 - Communication	92,000.00	92,000.00	6,429.89	41,981.69	50,018.31
2625 - Dues & Publications	4,000.00	4,000.00	0.00	1,966.95	2,033.05
2655 - Outside Services	81,000.00	81,000.00	276.15	9,765.97	71,234.03
2745 - Income Tax Expense	8,000.00	8,000.00	0.00	9,900.00	-1,900.00
2775 - Accounting	59,000.00	59,000.00	3,079.85	54,794.25	4,205.75
2776 - Legal	242,000.00	242,000.00	23,804.00	87,937.53	154,062.47
2790 - Human Resources Expense	39,000.00	39,000.00	4,721.53	22,662.09	16,337.91
2865 - All other	40,000.00	40,000.00	1,229.41	16,663.60	23,336.40
SubCategory: 61 - Other Total:	694,000.00	694,000.00	46,032.17	321,608.96	372,391.04
Category: 6 - G & A Expense Total:	1,375,000.00	1,375,000.00	104,145.17	689,420.62	685,579.38
Total Surplus (Deficit):	726,000.00	726,000.00	165,395.35	533,039.03	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - 10	726,000.00	726,000.00	165,395.35	533,039.03	192,960.97
Total Surplus (Deficit):	726,000.00	726,000.00	165,395.35	533,039.03	

Balance Sheet
Account Summary
 As Of 06/30/2019



San Antonio Water Company, CA

Account	Name	Balance
Fund: 10 - 10		
Assets		
BalSubCategory: 10 - Cash		
10-00-00-10100-00000	Petty Cash	250.00
10-00-00-10200-00000	Checking Account	1,526,451.84
10-00-00-10300-00000	Savings-Money Market	1,597,509.58
10-00-00-10400-00000	Savings-CD Accounts	20,000.00
10-00-00-10415-00000	D&O Checking Account	166,519.54
10-00-00-10438-00000	Depre/Obsolescene Res (LAIF)	2,956,714.99
	Total BalSubCategory 10 - Cash:	6,267,445.95
BalSubCategory: 11 - Accounts Receivable		
10-00-00-11100-00000	Accounts Receivable-Domestic	111,689.59
10-00-00-11200-00000	Accounts Receivable-Municipal	368,487.70
10-00-00-11250-00000	Accounts Receivable-Misc.	43,661.61
10-00-00-11260-00000	Accounts Receivable - Dormant	8,854.27
10-00-00-11275-00000	Contra Accounts Receivable - Unapplied Cre	-14,812.12
10-00-00-11300-00000	Accounts Receivable-Other	275,779.57
	Total BalSubCategory 11 - Accounts Receivable:	793,660.62
BalSubCategory: 12 - Inventory		
10-00-00-12100-00000	Inventories-Materials & Supply	83,489.17
	Total BalSubCategory 12 - Inventory:	83,489.17
BalSubCategory: 13 - Prepaid		
10-00-00-13100-00000	Prepaid Insurance	8,868.75
10-00-00-13105-00000	PREPAID POSTAGE	369.00
	Total BalSubCategory 13 - Prepaid:	9,237.75
BalSubCategory: 14 - Investments		
10-00-00-14150-00000	P.V.P.A. Investment	1.00
10-00-00-14151-00000	457B Plan Investment	10,485.91
	Total BalSubCategory 14 - Investments:	10,486.91
BalSubCategory: 15 - Property, Plant, & Equipment		
10-00-00-15100-00000	Land & Water Rights	924,864.03
10-00-00-15110-1507J	Work in Progress "Proj J"	41,133.01
10-00-00-15110-1601N	Work in Progress	24,792.61
10-00-00-15110-1602U	Work in Progress	327,518.02
10-00-00-15110-1701A	Work in Progress	451,377.84
10-00-00-15110-1801B	Work in Progress	345,995.62
10-00-00-15110-1806K	Work In Progress	14,850.56
10-00-00-15110-1807P	Work In Progress	31,965.19
10-00-00-15110-1808D	Work In Progress	117,571.09
10-00-00-15110-1901	Work In Progress	400.00
10-00-00-15110-1903	Work in Progress	1,510.73
10-00-00-15150-00000	Buildings & Site Improvements	1,746,624.52
10-00-00-15200-00000	Wells-Shafts, Bldgs, & Equip	4,877,875.22
10-00-00-15250-00000	Boosters-Bldgs & Equip	2,181,280.63
10-00-00-15300-00000	Reservoirs	1,712,021.73
10-00-00-15350-00000	Tunnels, Forebay, & Ponds	1,587,111.19
10-00-00-15400-00000	Spreading Works-Cucamonga Wash	54,859.53
10-00-00-15410-00000	Spreading Works-SanAntonio Wsh	50,235.18
10-00-00-15450-00000	Pipelines	15,898,863.47
10-00-00-15500-00000	Autos & Equipment	483,249.00
10-00-00-15550-00000	Tools	95,985.17
10-00-00-15600-00000	Telemetry System	482,714.06
10-00-00-15650-00000	Office Equipment	500,500.82

Balance Sheet

As Of 06/30/2019

Account	Name	Balance
10-00-00-15990-00000	Accumulated Depreciation	-12,270,419.57
	Total BalSubCategory 15 - Property, Plant, & Equipment:	19,682,879.65
	BalSubCategory: 16 - Other Assets	
10-00-00-16100-00000	Documents & Studies	867,778.67
10-00-00-16990-00000	Accumulated Amortization	-603,318.18
	Total BalSubCategory 16 - Other Assets:	264,460.49
	Total Assets:	27,111,660.54
		<u>27,111,660.54</u>
Liability		
	BalSubCategory: 13 - Prepaid	
10-00-00-20650-00000	Deferred Revenue Deposit	6,432.00
	Total BalSubCategory 13 - Prepaid:	6,432.00
	BalSubCategory: 20 - Short-term less than 1 year	
10-00-00-20100-00000	Trade Accounts Payable	149,463.28
10-00-00-20115-00000	D&O Trade Accounts Payable	343,610.02
10-00-00-20261-00000	Section 125 - Dental	-0.12
10-00-00-20263-00000	Section 125 - Medical	-0.06
10-00-00-20600-00000	Water Hydrant Meter Deposit	850.00
10-00-GN-20820-00000	Accrued Vacation Payable	20,404.60
10-00-OP-20820-00000	Accrued Vacation Payable	24,818.57
	Total BalSubCategory 20 - Short-term less than 1 year:	539,146.29
	BalSubCategory: 21 - Long-term more than 1 year	
10-00-00-20152-00000	457B Deferred Comp Liability	10,485.91
10-00-00-21500-00000	Unclaimed Credits	541,561.76
	Total BalSubCategory 21 - Long-term more than 1 year:	552,047.67
	Total Liability:	1,097,625.96
Equity		
	BalSubCategory: 30 - Stockholder equity	
10-00-00-30200-00000	Contributed Capital - Ext. Fee	447,258.02
10-00-00-30210-00000	Contr. Property, Plant & Equip	2,426,040.00
10-00-00-30300-00000	Capital Account	1,500,000.00
10-00-00-30310-00000	Unissued Capital Stock	-861,100.00
10-00-00-30400-00000	Retained Earnings-Brd Designated	3,529,386.35
10-00-00-30410-00000	Retained Earnings-Unrestricted	18,439,411.18
	Total BalSubCategory 30 - Stockholder equity:	25,480,995.55
	Total Beginning Equity:	25,480,995.55
Total Revenue		2,167,462.75
Total Expense		1,634,423.72
Revenues Over/Under Expenses		533,039.03
	Total Equity and Current Surplus (Deficit):	26,014,034.58
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>27,111,660.54</u>

Monthly Investment Activity Summary - Compiled from Banking Statements for Correlation with Monthly Financials

Institution	Type of Investment	Date of Maturity	Rate of Interest	Amount of Deposit as of 06/30/2019	*Accumulated Yearly Service Fees	Accumulated Yearly Interest Earnings
					thru June	thru June
Citizens Business Bank (CBB)	*Checking	N/A	No Interest	1,526,451.84	-	N/A
Citizens Business Bank (CBB)	*D&O Checking	N/A	No Interest	166,519.54		N/A
Citizens Business Bank	Pref. Money Mrkt	N/A	0.25%	1,597,509.58		1,954.80
Local Agency Investment Fund	LAIF	N/A	2.43%	2,956,714.99		40,709.77
Golden State Business Bank	12 Month C.D.	April 15,2020	0.40%	20,000.00		76.65
TOTAL:				\$ 6,267,195.95		
TOTAL IN CD'S:				\$ 20,000.00		

2019 Production

Item 4G

CHINO BASIN	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Well #12 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #15 - Domestic	0.12	-	-	0.15	-	0.01	0.19	-	-	-	-	-	0.47
Well #16 - Domestic	3.10	0.01	-	0.48	0.60	1.93	5.05	-	-	-	-	-	11.16
Well#18 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	3.22	0.01	-	0.63	0.60	1.94	5.24	-	-	-	-	-	11.64
CUCAMONGA BASIN	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Well #2	113.84	98.91	115.79	107.80	106.94	106.71	111.32	-	-	-	-	-	761.33
Well #3	0.29	-	-	0.28	0.01	3.43	10.71	-	-	-	-	-	14.73
Well#19 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #22	3.83	2.42	12.12	35.03	18.54	49.38	61.31	-	-	-	-	-	182.62
Well #24	1.95	-	-	312.87	253.47	340.46	321.51	-	-	-	-	-	1,230.27
Well #31	4.80	2.97	-	0.45	-	1.45	0.68	-	-	-	-	-	10.34
Well #32 - Domestic	-	-	-	-	0.00	0.01	(0.00)	-	-	-	-	-	0.00
Upl. # 15 (SAWCo's Rts)	75.77	54.01	137.86	171.00	180.61	171.37	230.10	-	-	-	-	-	1,020.72
Upl. # 15 (WECWCo's Rts) <small>Memo Only</small>	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	200.49	158.32	265.78	627.43	559.57	672.80	735.63	-	-	-	-	-	3,220.02
SIX BASINS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Well #25-A	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #26	42.24	36.47	38.15	41.15	46.37	46.96	51.30	-	-	-	-	-	302.62
Well 27-A	39.70	37.94	42.77	39.78	41.86	51.67	63.63	-	-	-	-	-	317.35
Subtotal	81.94	74.41	80.91	80.93	88.23	98.63	114.93	-	-	-	-	-	619.98
TOTAL PUMPED	285.64	232.73	346.70	708.99	648.40	773.37	855.80	-	-	-	-	-	3,851.63
GRAVITY FLOW	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
V screen	269.12	555.06	1,163.58	1,184.24	1,189.78	1,046.08	695.77	-	-	-	-	-	6,103.63
backwash from city treatment plant	0.23	0.36	0.31	0.78	0.66	0.61	0.71	-	-	-	-	-	3.66
San Antonio Tunnel (forebay)	204.97	209.12	238.43	270.71	278.07	260.73	272.54	-	-	-	-	-	1,734.57
Frankish & Stamm Tunnel to Basin 3	-	38.66	37.72	30.19	25.19	19.54	3.57	-	-	-	-	-	154.87
San Ant. Tunnel Connect to City	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL GRAVITY	474.31	803.21	1,440.04	1,485.92	1,493.70	1,326.96	972.58	-	-	-	-	-	7,996.72
Monthly													
Gravity Domestic	204.97	209.12	238.43	270.71	278.07	260.73	272.54	-	-	-	-	-	1,734.57
Gravity Irrigation	269.34	594.09	1,201.61	1,215.21	1,215.63	1,066.24	700.04	-	-	-	-	-	4,495.88
Gravity Production	474.31	803.21	1,440.04	1,485.92	1,493.70	1,326.96	972.58	-	-	-	-	-	5,697.18
Cumulative													
Gravity Domestic	204.97	414.09	652.52	923.23	1,201.30	1,462.03	1,734.57	-	-	-	-	-	1,734.57
Gravity Irrigation	269.34	863.43	2,065.04	3,280.25	4,495.88	5,562.11	6,262.15	-	-	-	-	-	6,262.15
Gravity Production	474.31	1,277.52	2,717.56	4,203.48	5,697.18	7,024.14	7,996.72	-	-	-	-	-	
Purchased Water - Upl. City to Dom. Sys.	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Production	759.96	1,035.94	1,786.74	2,194.91	2,142.10	2,100.33	1,828.38	-	-	-	-	-	11,848.34
Total Cumulative Production	759.96	1,795.89	3,582.63	5,777.53	7,919.63	10,019.96	11,848.34	-	-	-	-	-	
Domestic Production	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Domestic Production	208.19	209.12	238.43	271.34	278.67	262.67	277.77	-	-	-	-	-	1,746.21
Irrigation Production	551.77	826.81	1,548.31	1,923.57	1,863.43	1,837.66	1,550.61	-	-	-	-	-	10,102.14
Rainfall (Inches)													
RainFall (Inches)	8.63	12.02	9.13	0.41	3.16	0.20	-	-	-	-	-	-	-
Cumulative (Inches)	8.63	20.65	29.78	30.19	33.35	33.55	33.55	-	-	-	-	-	-

2019 GW Production Rights

Yearly %	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%

Chino Basin Production Water Year 18-19

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
18-19 Production	3.22	0.01	-	0.63	0.60	1.94							
18-19 Cumulative Production	373.05	373.05	373.05	373.68	374.29	376.23							6.40
Cumulative Production Rights	616.00	718.67	821.33	924.00	1,026.67	1,129.33							1,232
% of Production Rights 2018-19	30.28%	30.28%	30.28%	30.33%	30.38%	30.54%							

Chino Basin Production Water Year 19-20

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
19-20 Production							5.24	-	-	-	-	-	
19-20 Cumulative Production							5.24	-	-	-	-	-	5.24
Cumulative Production Rights							102.67	205.33	308.00	410.67	513.33	616.00	1,232
% of Production Rights 2019-20							0.43%	-	-	-	-	-	

Chino Basin Production

Monthly	3.22	0.01	-	0.63	0.60	1.94	5.24	-	-	-	-	-	-
Cumulative	3.22	3.22	3.22	3.85	4.46	6.40	11.64	-	-	-	-	-	-

Cucamonga Basin Production

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Production	200.49	158.32	265.78	627.43	559.57	672.80	735.63	-	-	-	-	-	
Cumulative Production	200.49	358.80	624.58	1,252.01	1,811.58	2,484.38	3,220.02	-	-	-	-	-	3,220.02
Cumulative Production Rights	484.83	969.67	1,454.50	1,939.33	2,424.17	2,909.00	3,393.83	-	-	-	-	-	5,818
% of Production Rights	3.45%	6.17%	10.74%	21.52%	31.14%	42.70%	55.35%	-	-	-	-	-	55.3%

Six Basins Production

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Production	81.94	74.41	80.91	80.93	88.23	98.63	114.93	-	-	-	-	-	
Cumulative Production	81.94	156.35	237.26	318.19	406.42	505.05	619.98	-	-	-	-	-	619.98
Cumulative Production Rights	77.68	155.35	233.03	310.70	388.38	466.05	543.73	-	-	-	-	-	932
% of Production Rights	8.79%	16.77%	25.45%	34.14%	43.60%	54.18%	66.51%	-	-	-	-	-	66.5%

2019 Consumption

DOMESTIC	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Dom. Sys. - Base	30.06	30.06	47.54	47.54	64.57	64.57	101.29	-	-	-	-	-	385.63
Dom. Sys. - Supplemental	6.95	6.95	13.58	13.58	13.86	13.86	34.37	-	-	-	-	-	103.15
Dom Sys - Tier 3	5.83	5.83	6.37	6.37	4.27	4.27	21.29	-	-	-	-	-	54.23
Dom. Sys. - Del. to Upland(24th/Campus)	116.96	105.02	118.68	81.68	64.91	55.59	35.29	-	-	-	-	-	578.13
Dom. Sys. -Del. To Upland (Well 16/15)	-	-	-	-	-	-	(0.01)	-	-	-	-	-	(0.01)
Dom. Sys. - Del. to Upland(24th/Mtn)-installed 4/2/19	-	-	-	63.51	76.54	58.94	44.18	-	-	-	-	-	243.18
Dom. Sys. - Del. to MVWD(Well 16, wheeled through Upland)	-	-	-	-	-	-	-	-	-	-	-	-	-
Tunnel meter to the Upland	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
Well 32 Hydrant Mtr. - note only(started 8/6/18)Crosswalls	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	159.80	147.86	186.17	212.68	224.15	197.23	236.40	-	-	-	-	-	1,364.30

IRRIGATION	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Irrig. Sys.-Upland(Pump & Rec'd)(City W#15)	75.77	54.01	137.86	171.00	180.61	171.37	230.10	-	-	-	-	-	1,020.72
Irrig. Sys. - Upl. City - Tier 1	176.98	147.35	215.02	603.61	580.75	703.70	734.38	-	-	-	-	-	3,161.78
Irrig. Sys. - Upl. City - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Monte Vista - Tier 1	34.20	34.80	41.00	42.70	47.00	51.40	51.61	-	-	-	-	-	302.71
Irrig. Sys. - Monte Vista - Tier 2	-	-	-	-	-	-	4.29	-	-	-	-	-	4.29
Irrig. Sys. - Ont. City - Tier 1	30.30	30.80	36.30	37.90	41.70	45.60	46.21	-	-	-	-	-	268.81
Irrig. Sys. - Ont. City - Tier 2	-	-	-	-	-	-	3.39	-	-	-	-	-	3.39
Irrig. Sys. - Cucamonga Valley - Tier 1	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Cucamonga Valley - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Holiday Rock Co - Tier 1	13.41	13.00	15.39	17.15	21.10	25.94	29.24	-	-	-	-	-	135.23
Irrig. Sys. - Holiday Rock Co - Tier 2	6.91	-	9.08	17.15	15.76	20.88	16.69	-	-	-	-	-	86.47
Irrig. Sys. - Holiday Rock Co - Tier 3	-	-	-	2.85	-	-	-	-	-	-	-	-	2.85
Irrig. Sys. - Red Hill Golf Course - Tier 1	3.79	2.33	11.67	28.30	17.87	42.81	48.25	-	-	-	-	-	155.03
Irrig. Sys. - Red Hill Golf Course - Tier 2	-	-	-	4.98	-	4.25	10.81	-	-	-	-	-	20.04
Irrig. Sys. - Red Hill Golf Course - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 1	0.02	-	0.24	0.09	1.17	1.44	1.79	-	-	-	-	-	4.73
Irrig. Sys. - Red Hills HOA - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Minor Irrigators - Tier 1	0.21	0.12	0.23	3.03	1.12	4.79	5.42	-	-	-	-	-	14.92
Irrig. Sys. - Minor Irrigators - Tier 2	-	-	-	0.30	0.11	-	1.08	-	-	-	-	-	1.48
Irrig. Sys. - Minor irrigators - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	341.59	282.41	466.78	929.07	907.18	1,072.16	1,183.26	-	-	-	-	-	5,182.45

COMPANY TOTALS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
San Antonio Heights	42.84	42.84	67.49	67.49	82.70	82.70	156.95	-	-	-	-	-	543.01
City of Upland	369.72	306.38	471.57	919.80	902.80	989.59	1,043.93	-	-	-	-	-	5,003.79
Monte Vista Water District	34.20	34.80	41.00	42.70	47.00	51.40	55.90	-	-	-	-	-	307.00
City of Ontario	30.30	30.80	36.30	37.90	41.70	45.60	49.60	-	-	-	-	-	272.20
Cucamonga Valley Water District	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Rock Company	20.32	13.00	24.46	37.16	36.86	46.82	45.93	-	-	-	-	-	224.55
Red Hills Golf Course	3.79	2.33	11.67	33.29	17.87	47.06	59.06	-	-	-	-	-	175.07
Red Hill HOA	0.02	-	0.24	0.09	1.17	1.44	1.79	-	-	-	-	-	4.73
Minor Irrigators	0.21	0.12	0.23	3.33	1.23	4.79	6.50	-	-	-	-	-	16.40
TOTAL	501.39	430.27	652.95	1,141.75	1,131.33	1,269.40	1,419.66	-	-	-	-	-	6,546.75

IRRIGATORS	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Irrigator Emberton	0.13	0.06	0.11	0.28	0.55	0.41	0.98	-	-	-	-	-	2.51
Irrigator McMurray	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigator Mistretta	-	-	-	0.60	0.52	0.44	0.74	-	-	-	-	-	2.30
Irrigator Nisbit	-	-	-	-	-	1.24	-	-	-	-	-	-	1.24
Irrigator Scheu	-	-	-	2.00	-	2.17	4.00	-	-	-	-	-	8.16
Irrigator Pfister	0.08	0.06	0.12	0.45	0.16	0.53	0.78	-	-	-	-	-	2.18

2019 Spread

Cucamonga Basin	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
23rd St. (Meter) - Basin 6 - A	17.16	118.08	330.47	263.66	168.74	68.96	6.30	-	-	-	-	-	973.37
15th Street Basin	-	-	61.78	71.43	63.42	16.46	-	-	-	-	-	-	213.10
Basin 3 meter (23rd street Clock)	95.67	147.16	246.19	233.74	266.25	219.49	101.73	-	-	-	-	-	1,310.24
Frankish & Stamm Tunnel to Basin 3	-	38.66	37.72	30.19	25.19	19.54	3.57	-	-	-	-	-	154.87
Vscreen via Frankish & Stamm Meter to Basin 3	9.74	-	-	-	-	-	-	-	-	-	-	-	9.74
PRV Station (res 1)(basin 6)	8.65	47.79	131.37	132.80	120.47	45.62	1.00	-	-	-	-	-	487.70
Monthly Spread	131.22	351.69	807.53	731.83	644.08	370.07	112.59	-	-	-	-	-	3,149.02
Cumulative Spread	131.22	482.91	1,290.45	2,022.28	2,666.36	3,036.43	3,149.02	-	-	-	-	-	

Six Basins

Monthly Spread	117.06	185.99	31.89	0.00	-	-	-	-	-	-	-	-	334.95
Cumulative Spread	117.06	303.05	334.95	334.95	334.95	334.95	334.95	334.95	-	-	-	-	

Chino Basin

Monthly Spread	18.83	105.60	178.76	449.88	446.58	482.03	305.82	-	-	-	-	-	1,987.50
Cumulative Spread	18.83	124.43	303.19	753.06	1,199.65	1,681.68	1,987.50	-	-	-	-	-	

Company Wide

Monthly Spread	267.11	643.28	1,018.19	1,181.71	1,090.67	852.10	418.42	-	-	-	-	-	5,471.47
Cumulative Spread	267.11	910.39	1,928.58	3,110.29	4,200.95	5,053.06	5,471.47	-	-	-	-	-	

Meter to spread ponds (NOTE ONLY)	67.19	29.91	9.95	16.59	-	-	-	-	-	-	-	-	123.63
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2019 Production v Consumption

Yearly %	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%

Consumption versus Entitlement, Company Wide **Active Shares**

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Consumption	501.39	430.27	652.95	1,141.75	1,131.33	1,269.40	1,419.66	-	-	-	-	-	
Cumulative Consumption	501.39	931.66	1,584.61	2,726.36	3,857.69	5,127.09	6,546.75	-	-	-	-	-	6,546.75
<i>Cumulative Entitlement (straight line)</i>	966.97	1,933.95	2,900.92	3,867.90	4,834.87	5,801.85	6,768.82	-	-	-	-	-	11,604
% of Entitlement	4.32%	8.03%	13.66%	23.50%	33.25%	44.18%	56.42%	0.00%	0.00%	0.00%	0.00%	0.00%	56.4%

Consumption versus Entitlement, Company Wide **Total Shares**

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Consumption	501.39	430.27	652.95	1,141.75	1,131.33	1,269.40	1,419.66	-	-	-	-	-	
Cumulative Consumption	501.39	931.66	1,584.61	2,726.36	3,857.69	5,127.09	6,546.75	-	-	-	-	-	6,546.75
<i>Cumulative Entitlement (straight line)</i>	1,000.00	2,000.00	3,000.00	4,000.00	5,000.00	6,000.00	7,000.00	-	-	-	-	-	12,000
% of Entitlement	4.18%	7.76%	13.21%	22.72%	32.15%	42.73%	54.56%	0.00%	0.00%	0.00%	0.00%	0.00%	54.6%

Production versus Consumption, Company Wide

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Production	759.96	1,035.94	1,786.74	2,194.91	2,142.10	2,100.33	1,828.38	-	-	-	-	-	11,848.34
Consumption	501.39	430.27	652.95	1,141.75	1,131.33	1,269.40	1,419.66	-	-	-	-	-	6,546.75
<i>Spread</i>	267.11	643.28	1,018.19	1,181.71	1,090.67	852.10	418.42	-	-	-	-	-	5,471.47
Total Consumption	768.51	1,073.54	1,671.14	2,323.46	2,222.00	2,121.50	1,838.08	-	-	-	-	-	12,018.22
Difference	(8.55)	(37.61)	115.59	(128.55)	(79.90)	(21.17)	(9.70)	-	-	-	-	-	(169.88)
% of Production	-1.1%	-3.6%	6.5%	-5.9%	-3.7%	-1.0%	-0.5%	0.0%	0.0%	0.0%	0.0%	0.0%	-1.4%

Production versus Consumption, Domestic System

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Production	208.19	209.12	238.43	271.34	278.67	262.67	277.77	-	-	-	-	-	1,746.21
Consumption	159.80	147.86	186.17	212.68	224.15	197.23	236.40	-	-	-	-	-	1,364.30
Monthly Difference	48.39	61.27	52.26	58.66	54.52	65.44	41.37	-	-	-	-	-	381.91
% difference	30.28%	41.44%	28.07%	27.58%	24.32%	33.18%	17.50%	0.00%	0.00%	0.00%	0.00%	0.00%	28.0%

Production versus Consumption, Irrigation System

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR
Production	551.77	826.81	1,548.31	1,923.57	1,863.43	1,837.66	1,550.61	-	-	-	-	-	10,102.14
<i>Addition from Domestic</i>	48.39	61.27	52.26	58.66	54.52	65.44	41.37	-	-	-	-	-	381.91
Total Production	600.15	888.08	1,600.57	1,982.23	1,917.95	1,903.10	1,591.98	-	-	-	-	-	10,484.05
Consumption	608.70	925.69	1,484.97	2,110.77	1,997.85	1,924.27	1,601.68	-	-	-	-	-	10,653.93
Monthly Difference	(8.55)	(37.61)	115.59	(128.55)	(79.90)	(21.17)	(9.70)	-	-	-	-	-	(551.79)
% difference	-1.40%	-4.06%	7.78%	-6.09%	-4.00%	-1.10%	-0.61%	0.00%	0.00%	0.00%	0.00%	0.00%	-5.2%

2019 Consumption Analysis

Yearly %	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%

COMPANY TOTALS Active Shares

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares
Consumption	501.39	430.27	652.95	1,141.75	1,131.33	1,269.40	1,419.66	-	-	-	-	-		6,178
Cumulative Consumption	501.39	931.66	1,584.61	2,726.36	3,857.69	5,127.09	6,546.75	-	-	-	-	-	6,546.75	
Cumulative Entitlement	908.33	1,816.66	2,740.29	3,677.59	4,645.50	5,650.87	6,681.79	-	-	-	-	-	11,603.69	
% of Yearly Entitlement*	4.32%	8.03%	13.66%	23.50%	33.25%	44.18%	56.42%	68.51%	80.60%	92.70%	104.79%	116.88%	56.42%	

COMPANY TOTALS All Shares

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares
Consumption	501.39	430.27	652.95	1,141.75	1,131.33	1,269.40	1,419.66	-	-	-	-	-		6,389
Cumulative Consumption	501.39	931.66	1,584.61	2,726.36	3,857.69	5,127.09	6,546.75	-	-	-	-	-	6,546.75	
Cumulative Entitlement	1,000.00	2,000.00	3,000.00	4,000.00	5,000.00	6,000.00	7,000.00	-	-	-	-	-	12,000.00	
% of Yearly Entitlement*	4.18%	7.76%	13.21%	22.72%	32.15%	42.73%	54.56%	66.25%	77.94%	89.64%	101.33%	113.02%	54.56%	

San Antonio Heights

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares
Consumption	42.84	42.84	67.49	67.49	82.70	82.70	156.95	-	-	-	-	-		624
Cumulative Consumption	42.84	85.68	153.17	220.66	303.36	386.06	543.01	-	-	-	-	-	543.01	
Cumulative Entitlement	63.22	126.45	198.99	279.85	379.34	501.63	639.49	-	-	-	-	-	1,171.08	
% of Yearly Entitlement*	3.66%	7.32%	13.08%	18.84%	25.90%	32.97%	46.37%	56.81%	68.80%	80.59%	92.43%	104.27%	46.37%	

City of Upland

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares
Consumption	369.72	306.38	471.57	919.80	902.80	989.59	1,043.93	-	-	-	-	-		4,515
Cumulative Consumption	369.72	676.10	1,147.66	2,067.46	2,970.26	3,959.86	5,003.79	-	-	-	-	-	5,003.79	
Cumulative Entitlement	706.64	1,413.29	2,119.93	2,826.58	3,533.22	4,239.87	4,946.51	-	-	-	-	-	8,479.73	
% of Yearly Entitlement*	4.36%	7.97%	13.53%	24.38%	35.03%	46.70%	59.01%	71.24%	83.48%	95.71%	107.94%	120.16%	59.01%	

Monte Vista Water District

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares
Consumption	34.20	34.80	41.00	42.70	47.00	51.40	55.90	-	-	-	-	-		330
Cumulative Consumption	34.20	69.00	110.00	152.70	199.70	251.10	307.00	-	-	-	-	-	307.00	
Cumulative Entitlement	51.61	103.22	154.84	206.45	258.06	309.67	361.29	-	-	-	-	-	619.35	
% of Yearly Entitlement*	5.52%	11.14%	17.76%	24.66%	32.24%	40.54%	49.57%	58.51%	67.46%	76.40%	85.35%	94.30%	49.57%	

City of Ontario

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares
Consumption	30.30	30.80	36.30	37.90	41.70	45.60	49.60	-	-	-	-	-		295
Cumulative Consumption	30.30	61.10	97.40	135.30	177.00	222.60	272.20	-	-	-	-	-	272.20	
Cumulative Entitlement	46.21	92.42	138.64	184.85	231.06	277.27	323.49	-	-	-	-	-	554.55	
% of Yearly Entitlement*	5.46%	11.02%	17.56%	24.40%	31.92%	40.14%	49.09%	57.95%	66.81%	75.68%	84.54%	93.41%	49.09%	

2019 Consumption Analysis

Yearly %	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%

Cucamonga Valley Water District

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares	4
Consumption	-	-	-	-	-	-	-	-	-	-	-	-			
Cumulative Consumption	-	-	-	-	-	-	-	-	-	-	-	-	-		
Cumulative Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	7.51		
% of Yearly Entitlement*	-	-	-	-	-	-	-	-	-	-	-	-			

Holiday Rock Company

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares	132
Consumption	20.32	13.00	24.46	37.16	36.86	46.82	45.93	-	-	-	-	-			
Cumulative Consumption	20.32	33.32	57.78	94.94	131.80	178.62	224.55	-	-	-	-	-	224.55		
Cumulative Entitlement	13.41	26.82	42.21	59.36	80.46	106.40	135.64	-	-	-	-	-	248.40		
% of Yearly Entitlement*	8.18%	13.41%	23.26%	38.22%	53.06%	71.91%	90.40%	108.71%	127.03%	145.35%	163.66%	181.98%	90.40%		

Red Hills Golf Course

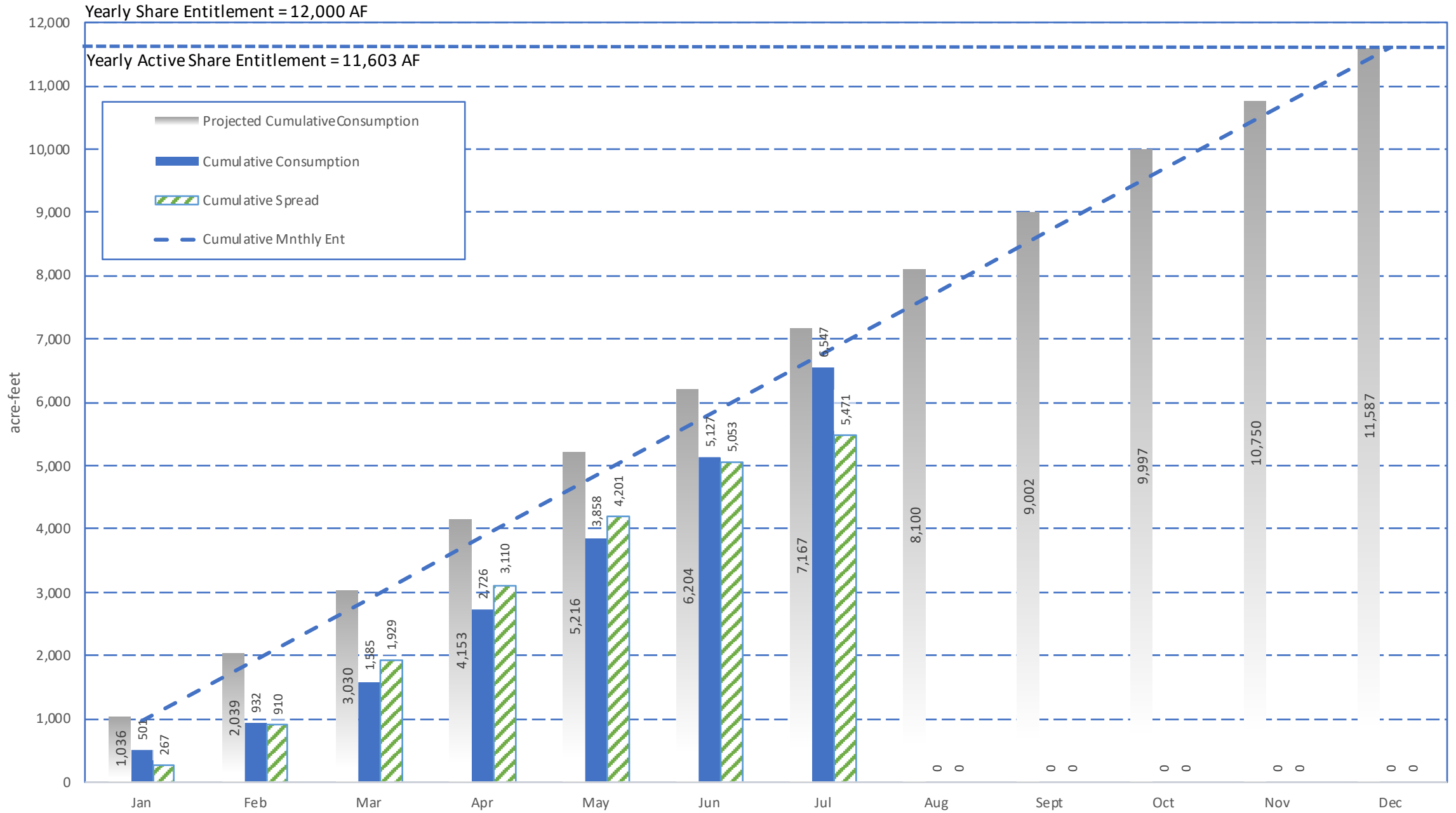
	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares	218
Consumption	3.79	2.33	11.67	33.29	17.87	47.06	59.06	-	-	-	-	-			
Cumulative Consumption	3.79	6.12	17.79	51.07	68.95	116.00	175.07	-	-	-	-	-	175.07		
Cumulative Entitlement	22.13	44.26	69.65	97.96	132.78	175.59	223.85	-	-	-	-	-	409.92		
% of Yearly Entitlement*	0.93%	1.49%	4.34%	12.46%	16.82%	28.30%	42.71%	55.97%	69.24%	82.51%	95.79%	109.06%	42.71%		

Minor Irrigators

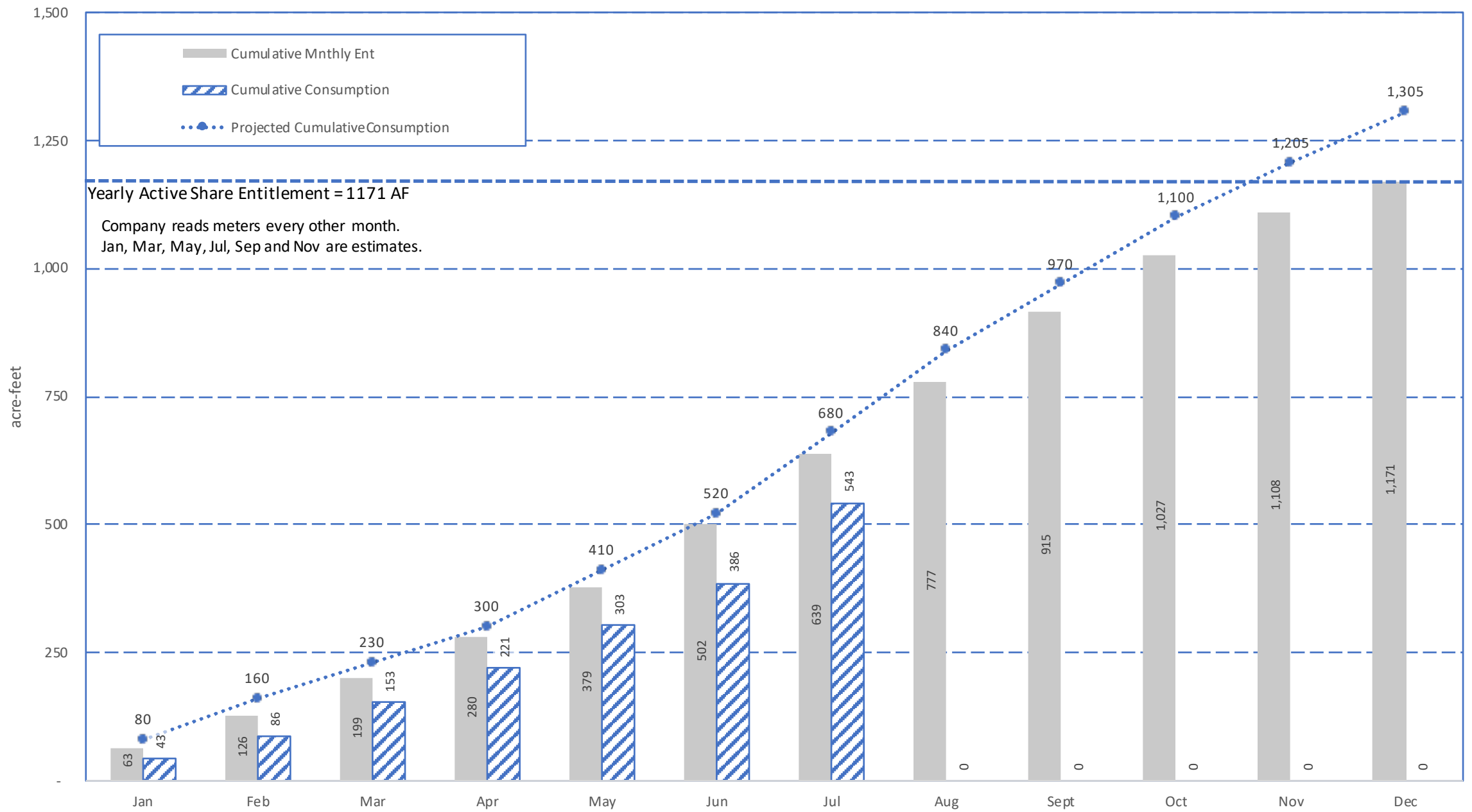
	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	THIS YEAR	Shares	50
Consumption	0.21	0.12	0.23	3.33	1.23	4.79	6.50	-	-	-	-	-			
Cumulative Consumption	0.21	0.33	0.56	3.89	5.12	9.90	16.40	-	-	-	-	-	16.40		
Cumulative Entitlement	5.10	10.19	16.04	22.55	30.57	40.43	51.54	-	-	-	-	-	94.38		
% of Yearly Entitlement*	0.22%	0.34%	0.59%	4.12%	5.42%	10.49%	17.38%	20.11%	23.14%	26.34%	29.59%	32.89%	17.38%		

* - Out months are Exponential Smoothing (ETS) forecasts based on consumption to date

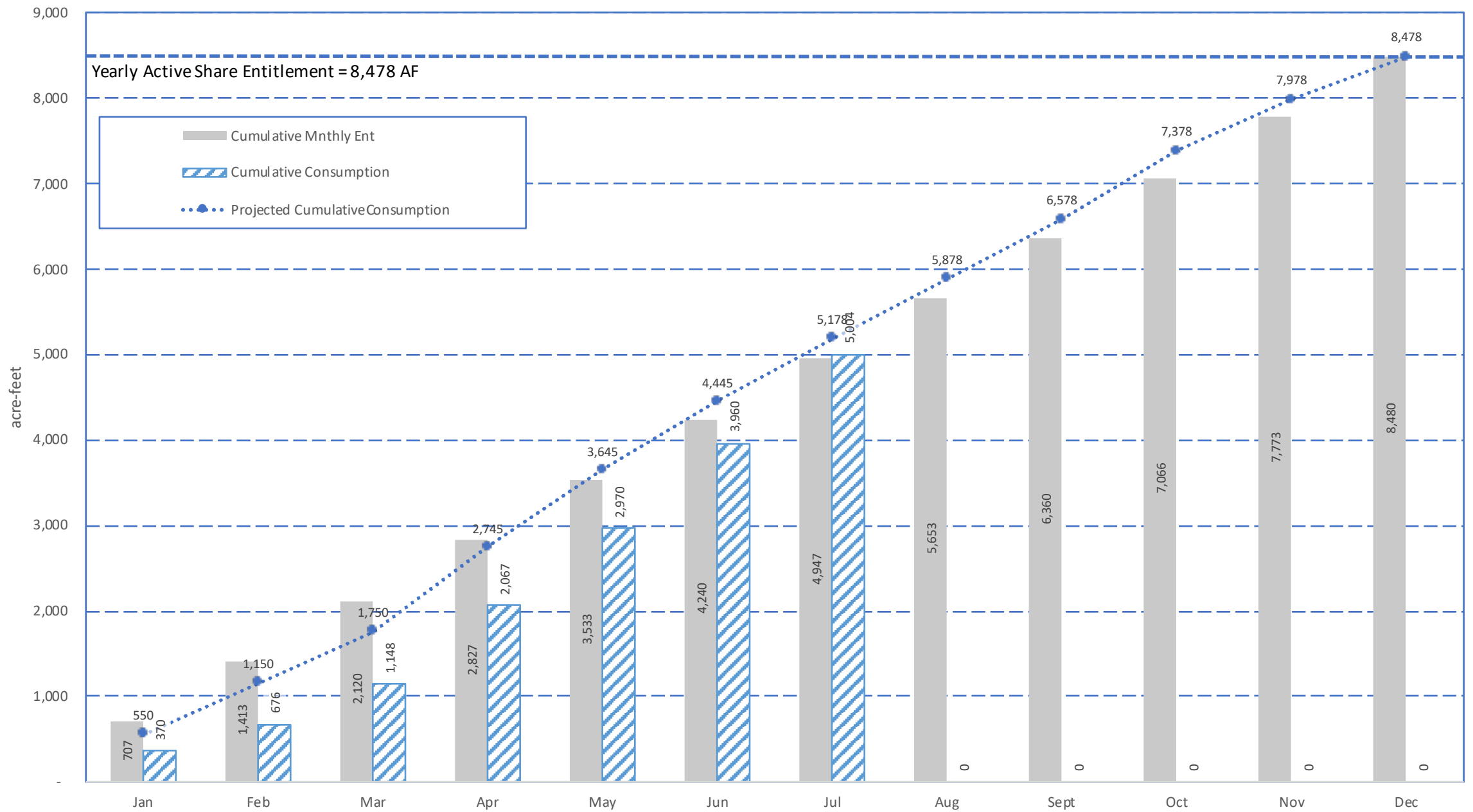
2019 Production and Consumption



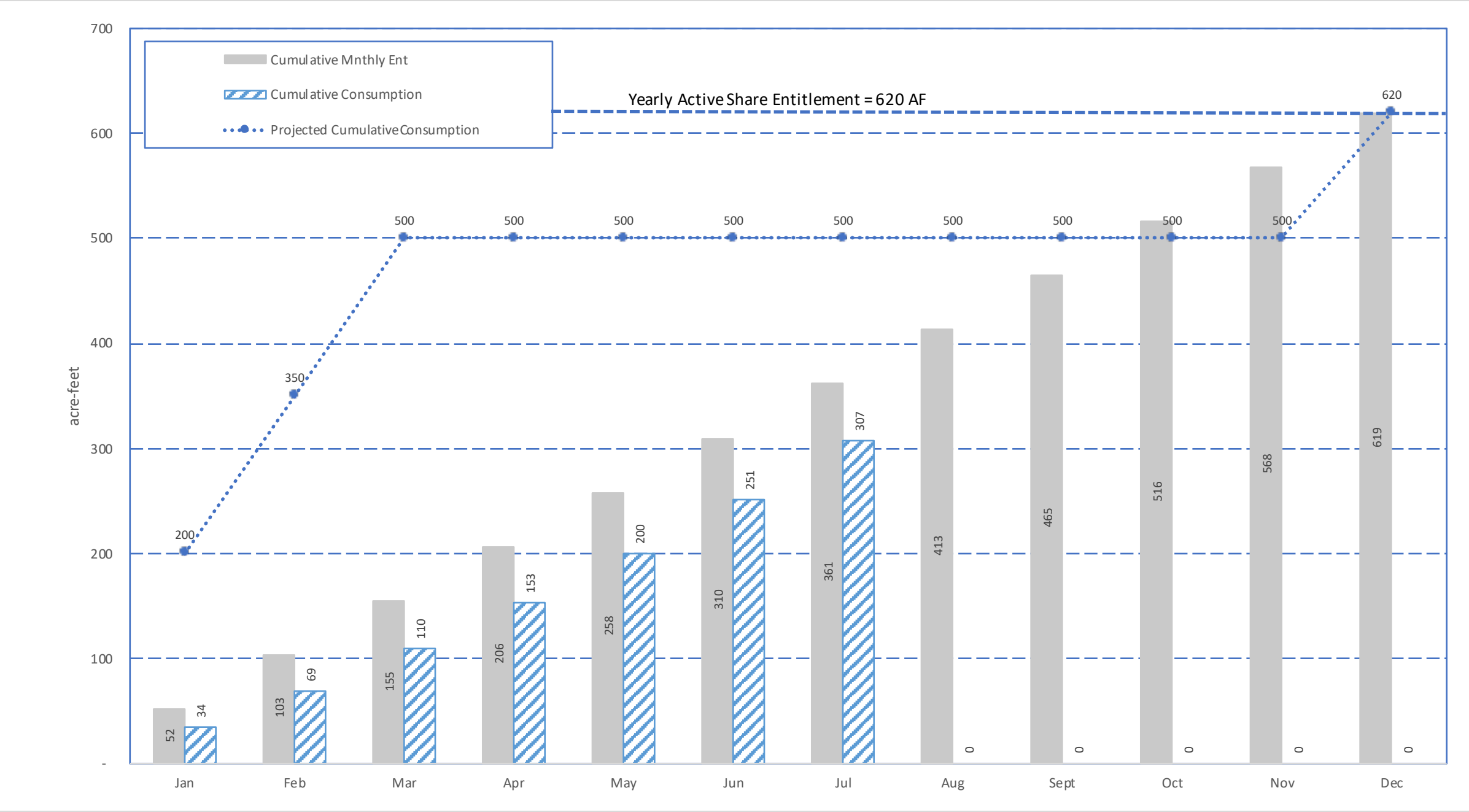
2019 Domestic Consumption



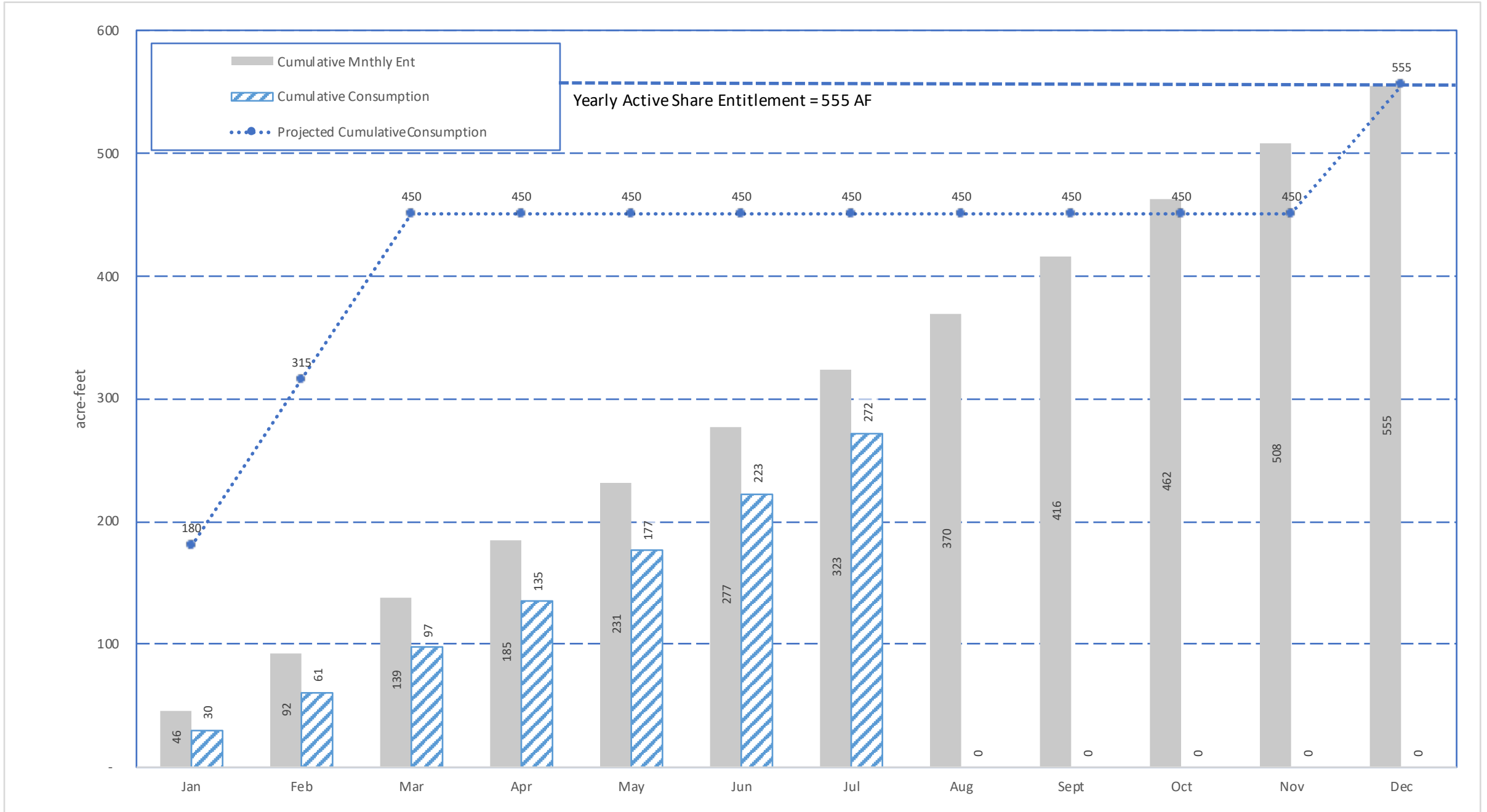
2019 Upland Consumption



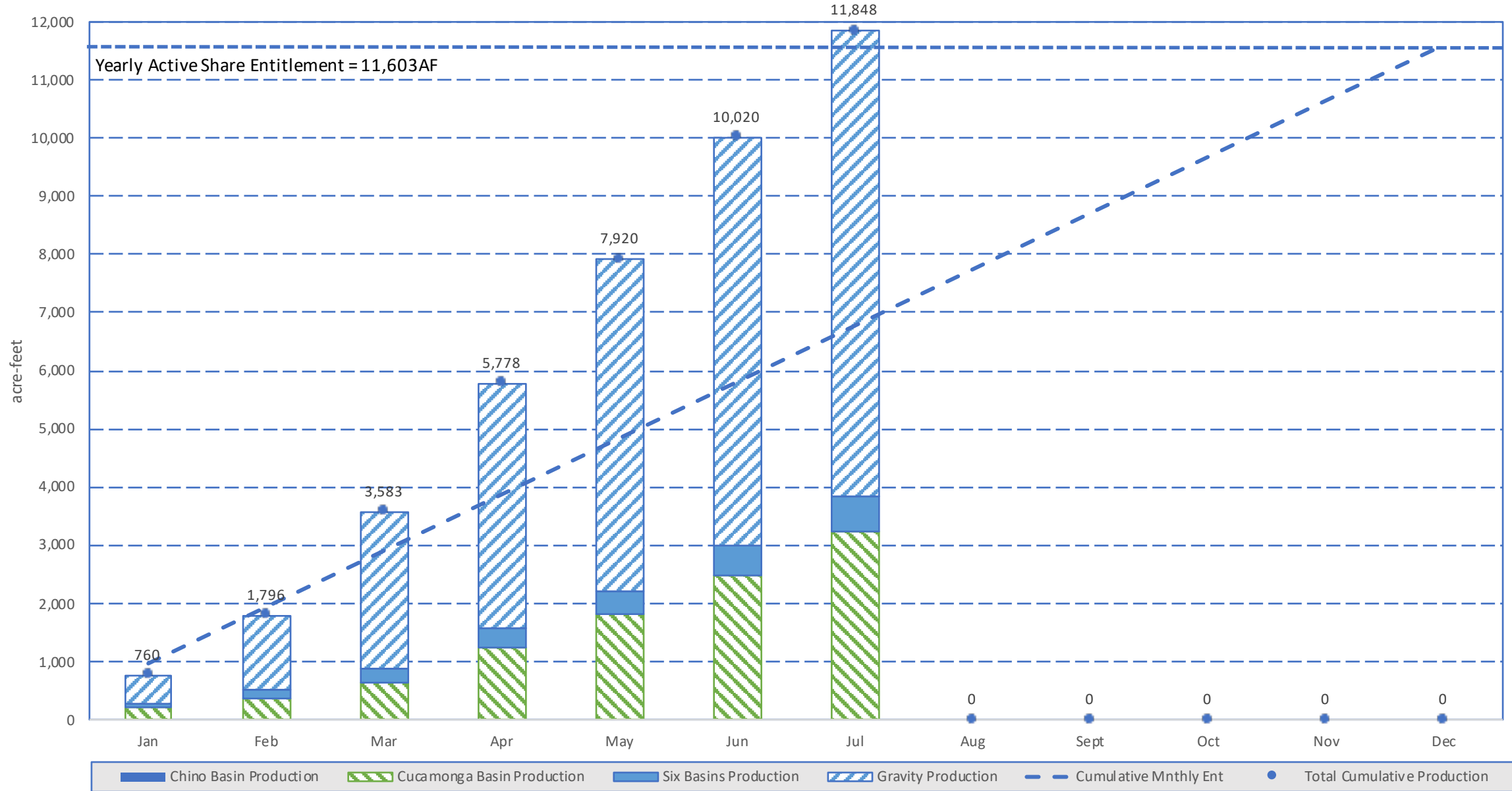
2019 Monte Vista Consumption



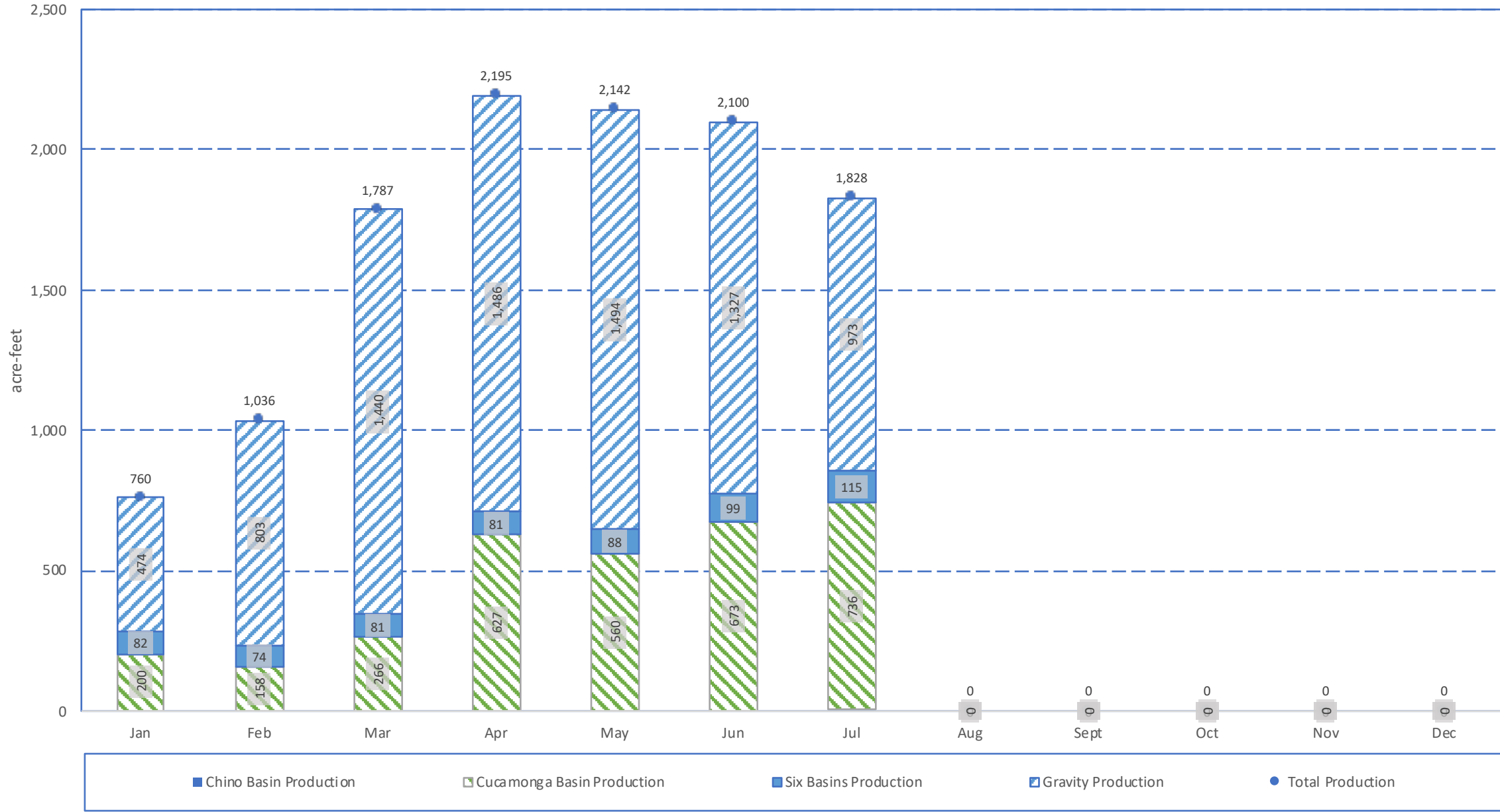
2019 Ontario Consumption



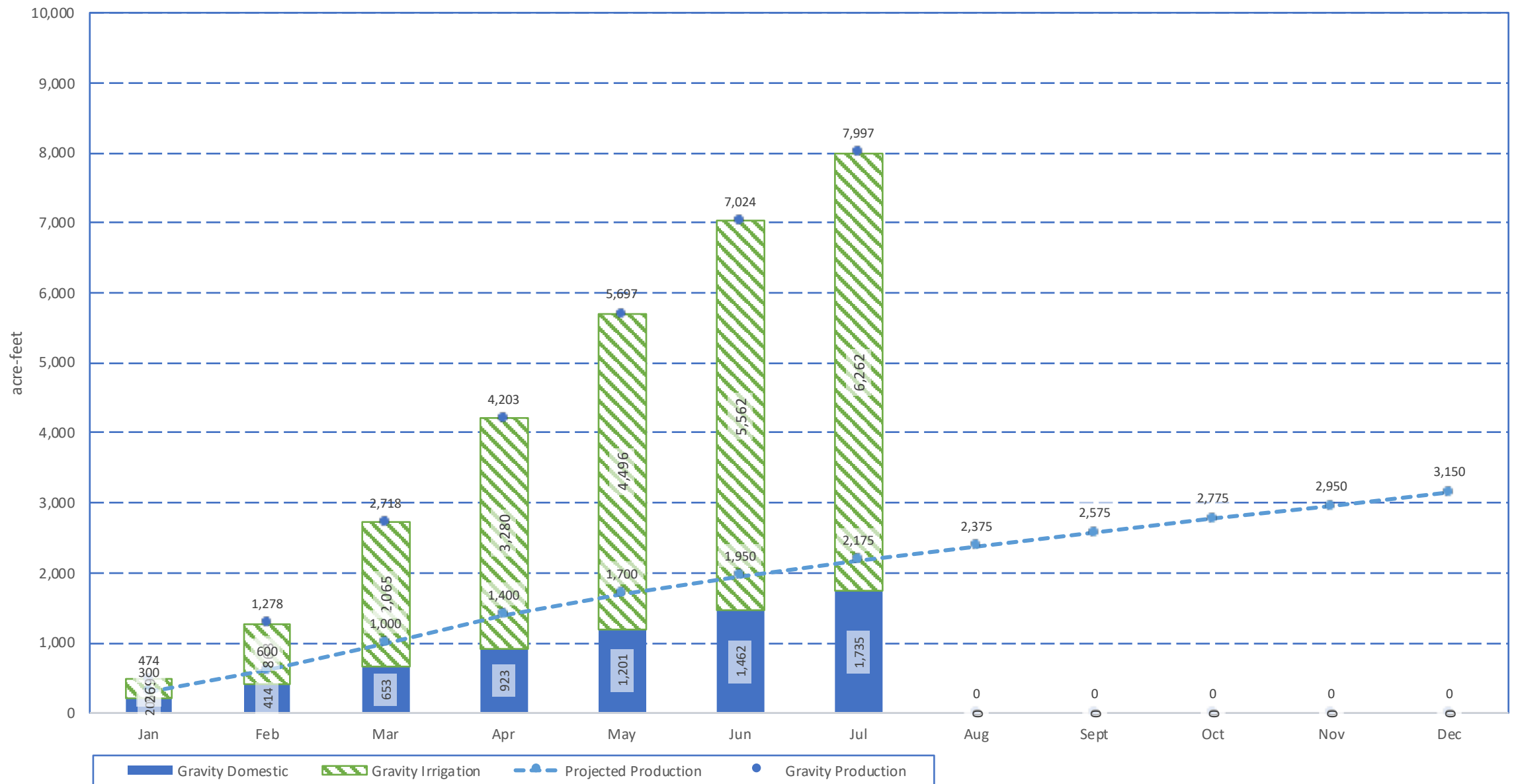
2019 Total Yearly Production



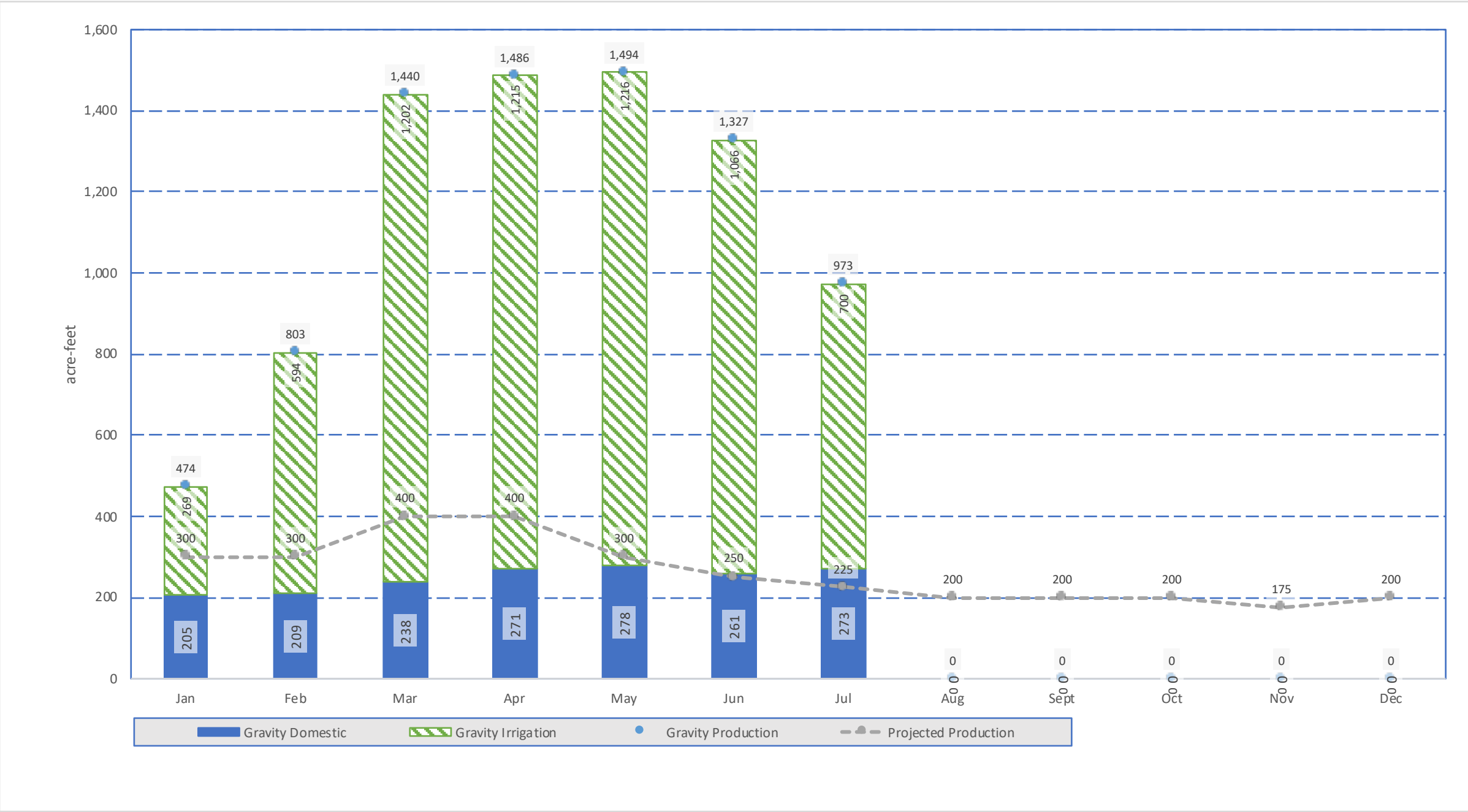
2019 Monthly Production



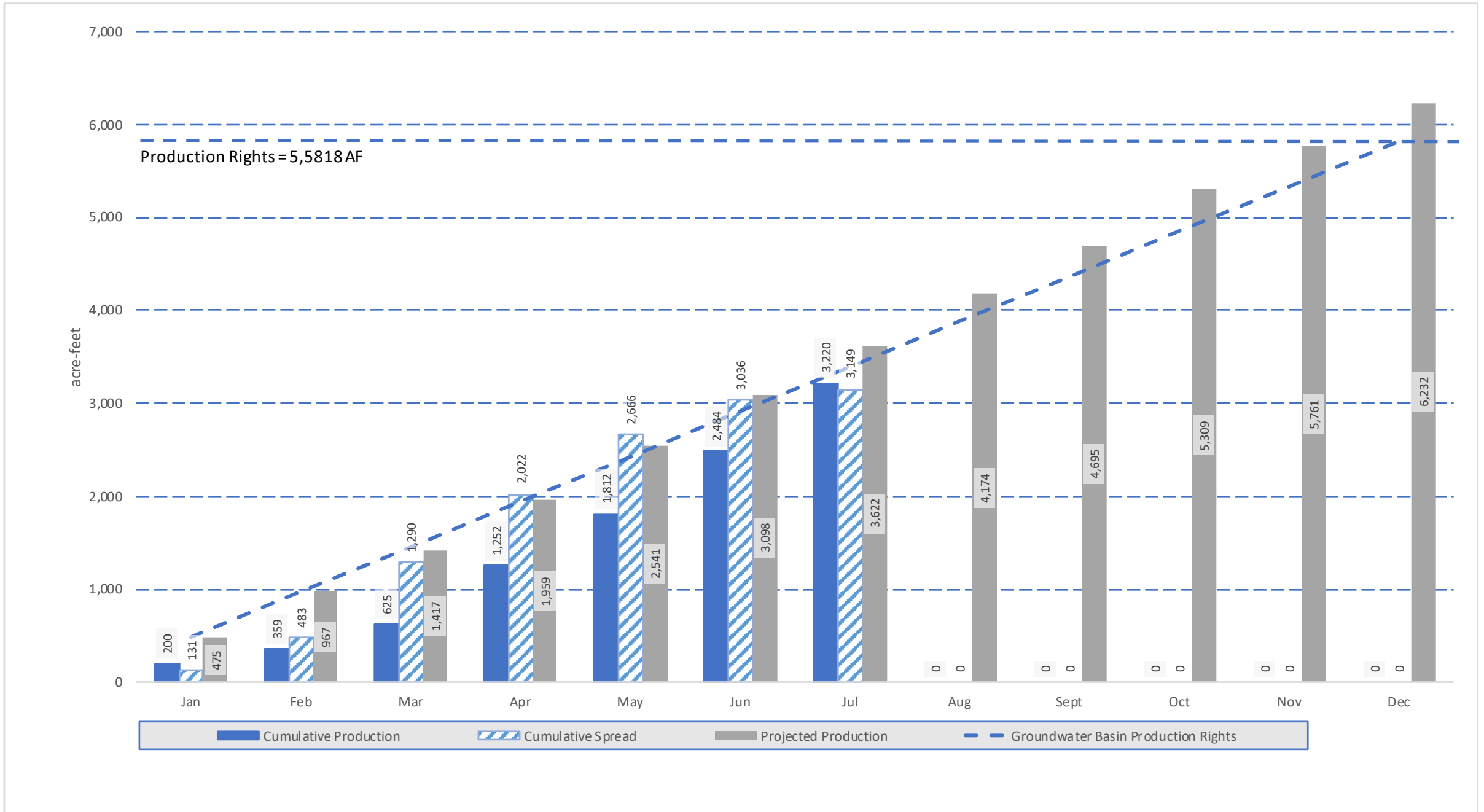
2019 Gravity Cumulative



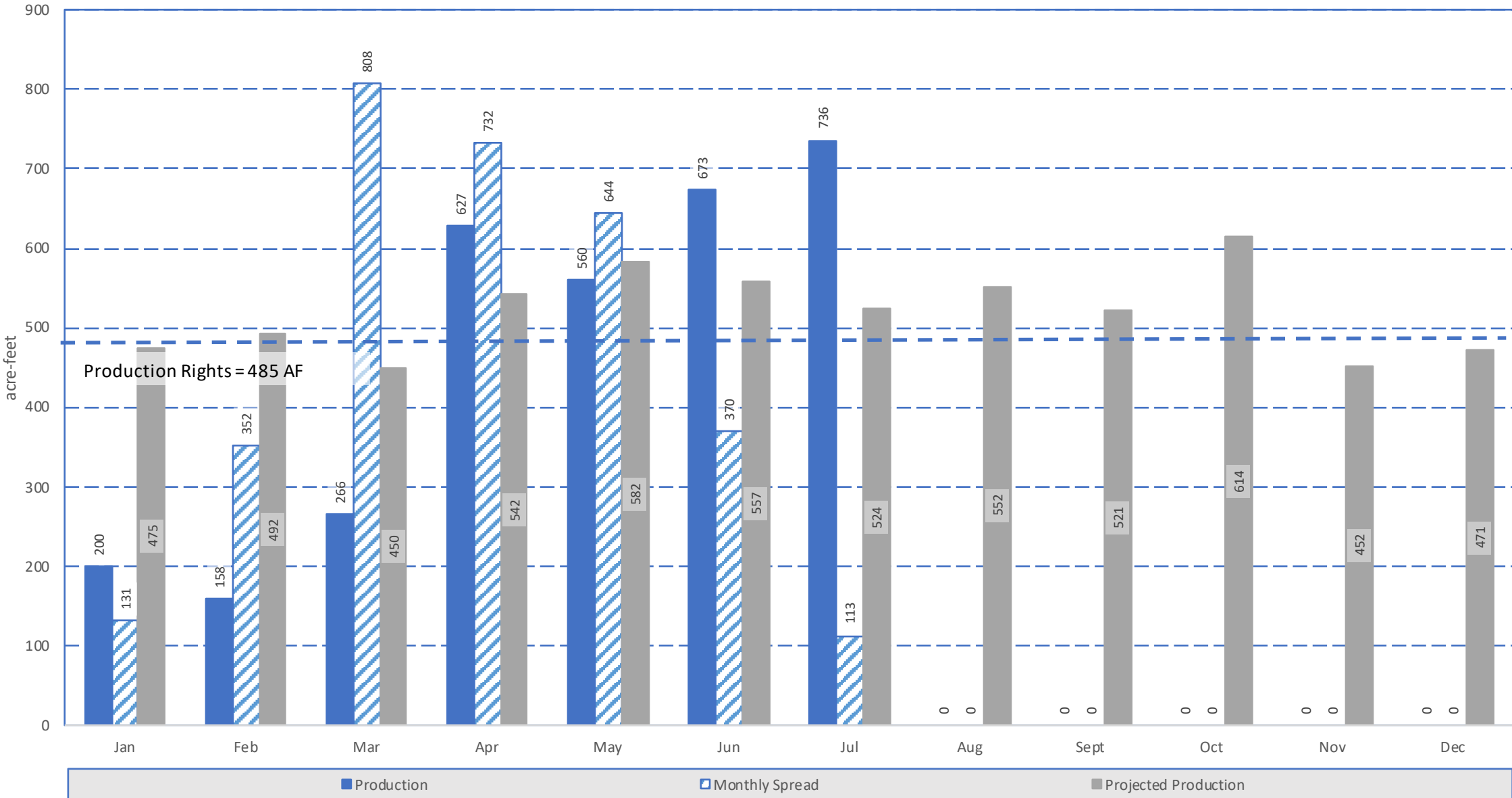
2019 Gravity Monthly



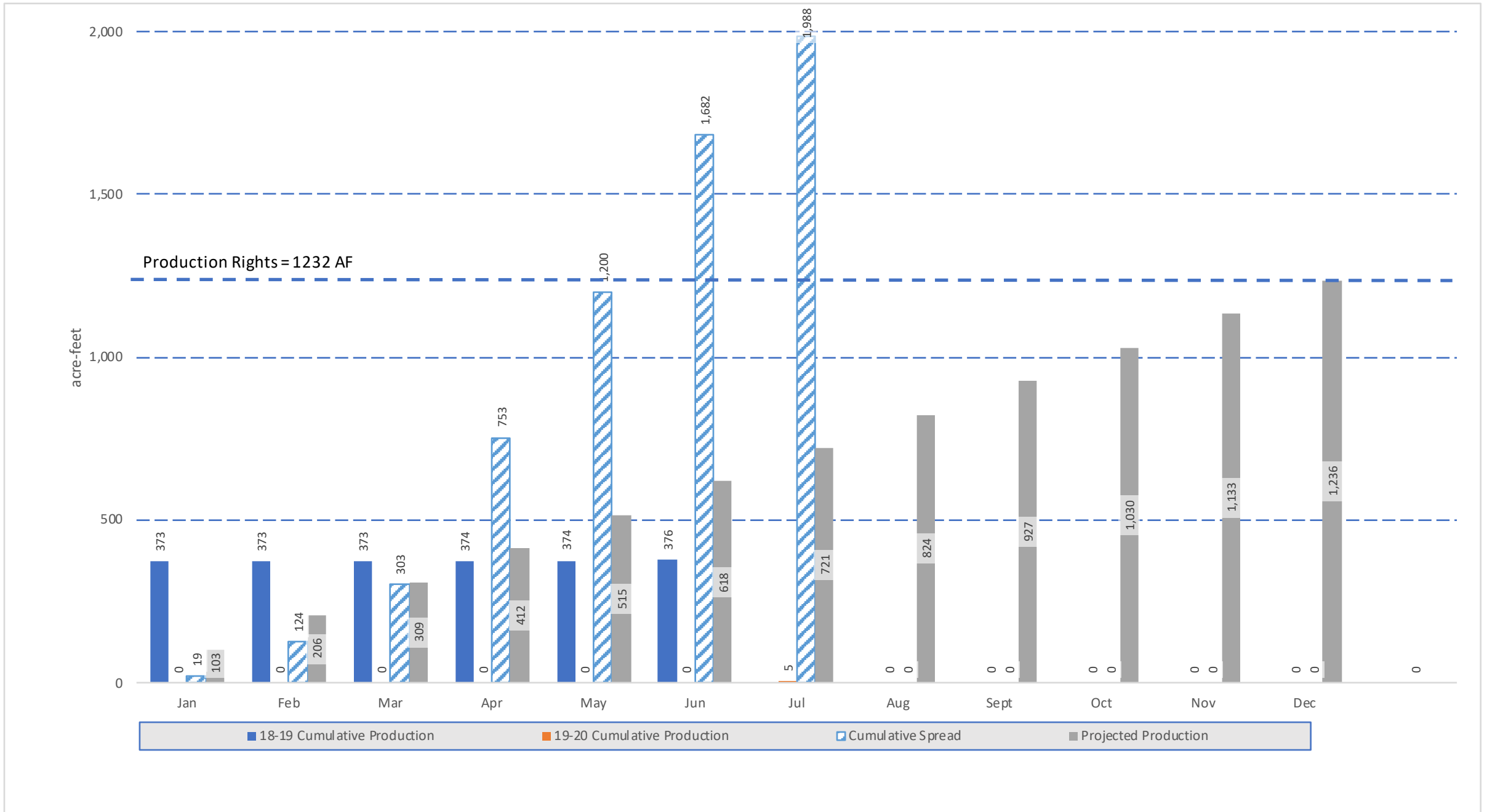
2019 Cucamonga Basin Cumulative



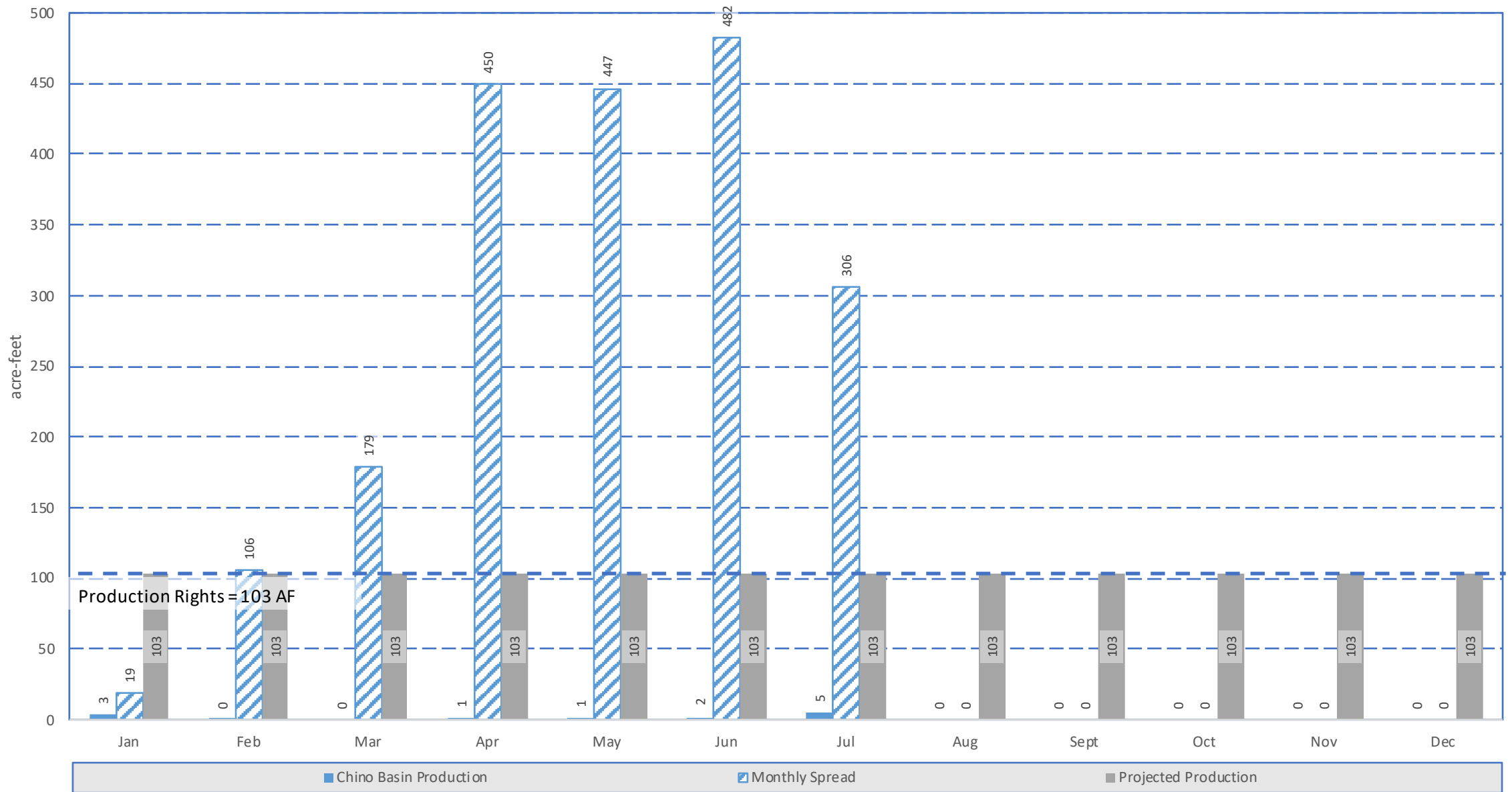
2019 Cucamonga Basin Monthly



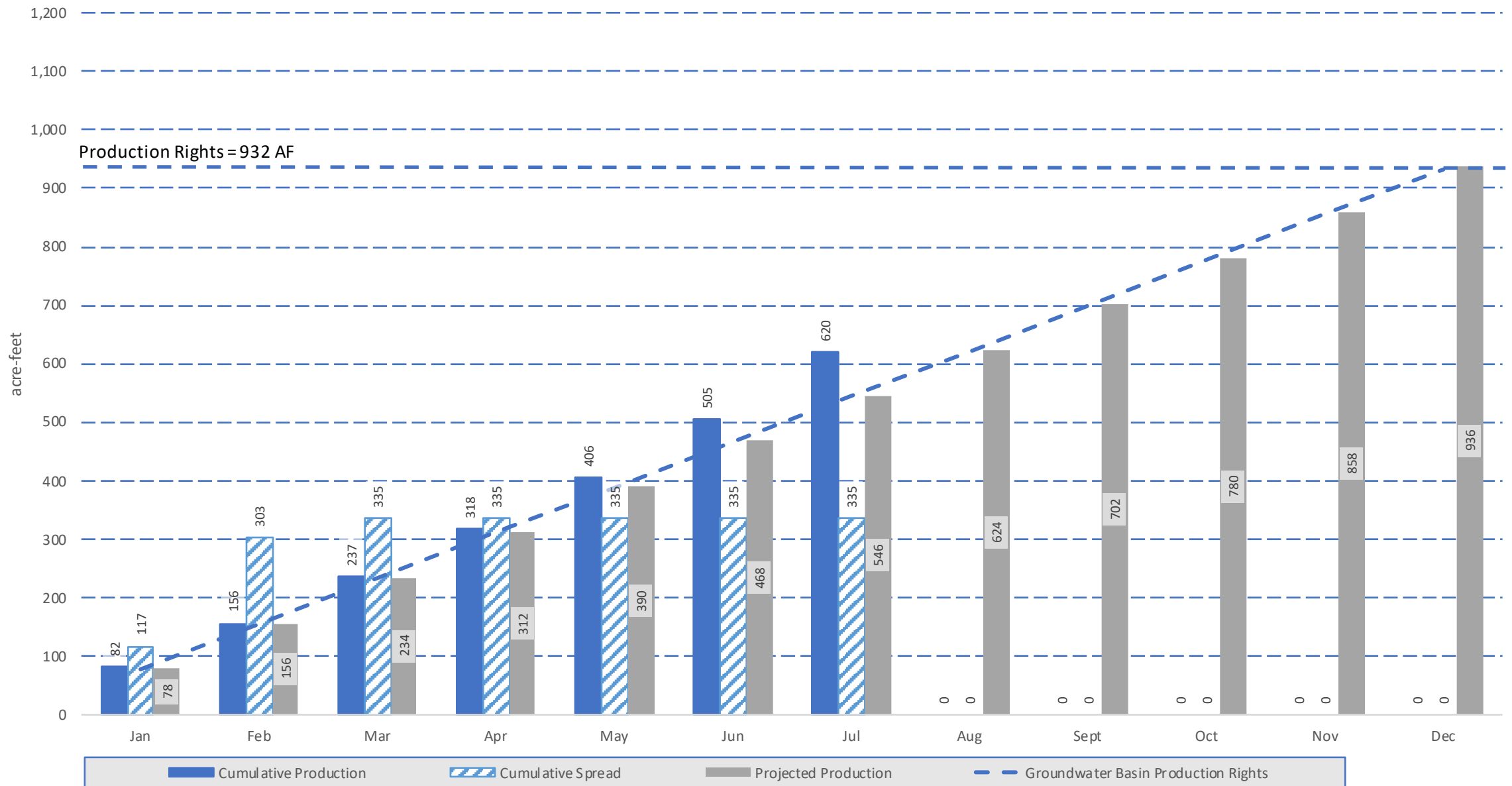
2019 Chino Basin Cumulative



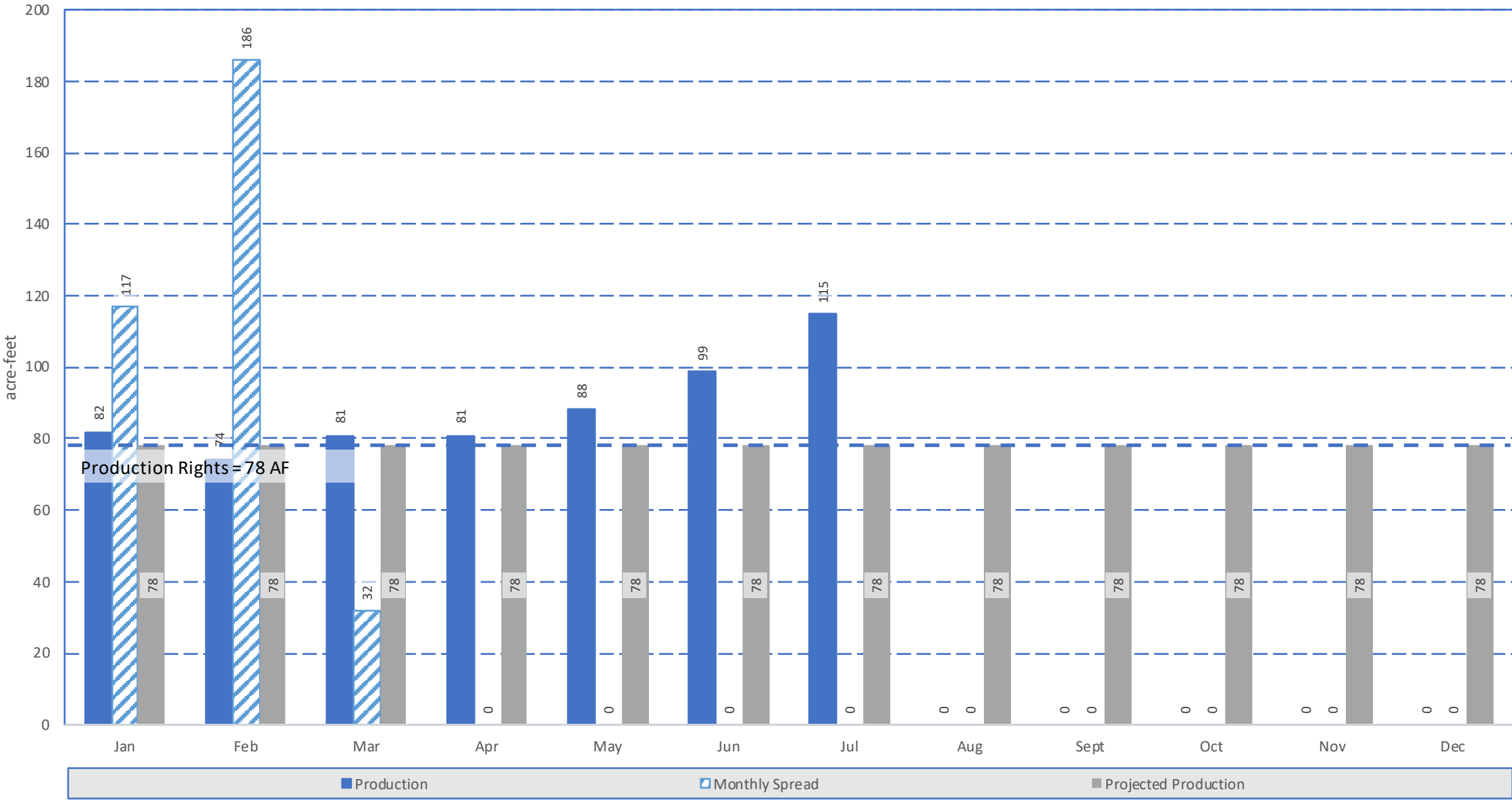
2019 Chino Basin Monthly



2019 Six Basins Cumulative



2019 Six Basins Monthly



A. Water Supply for 2019

- Annual entitlement for CY2019 is 12,000 AF
- Through July:
 - Cumulative yearly production was 11,848 AF
 - Cumulative yearly consumption was 6,547 AF
 - Cumulative yearly spread was 5,471 AF
 - Cumulative unaccounted water was (170 AF). We did not consume more than we produced. Staff is checking accuracy of production meters.

Six Basins Production for 2019

- Annual production right is 932 AF.
- Cumulative production through July was 620 AF.
- Production is sent to the WFA treatment facility to meet City of Ontario and MVWD entitlement.
- The Company has spread a total of 335 AF through July.

Cucamonga Basin Production for 2019

- Annual production right is 6,060 AF.
- Cumulative production through July was 3,220 AF.
- The Company has spread a total of 3,149 AF through July.

Chino Basin Production for 2019

- Annual production right is 1,232 AF.
- Cumulative production through July was 12 AF.
- The Company has spread a total of 1,988 AF through July.

Surface Water (San Antonio Creek) flow for 2019

Total flow through July was 7,997 AF.

San Antonio Tunnel flow for 2019

Tunnel flow through July was 1,735 AF.

B. Company Stock

There are zero shares of water stock moving from dormant to active this transfer period.

C. Communication and Information Activities

Staff is communicating on our new "Facebook" page with 179 friends liking our old FB page and 53 customers have liked our new FB page. Communication is posted regularly on the new page. Facebook is not able to merge the two Facebook pages, therefore we are in discussion of possibly deleting the old page.

D. Administration Matters

Meetings of Interest:

- On July 31 GM and AGM lunched with Director Filippi and City Manager Horning to discuss matters of mutual interest between Company and City.

E. Groundwater Basin Matters

Chino Basin

Spread Water from SAWCo

Last year the Company applied for a storage account for 2,000 AF of water and it ends on 9/1/2019. Through the end of June we have recharged over 1,600 AF.

On June 4th, staff sent over a new application for supplemental water recharge. Watermaster has informed us that the engineering firm, Wildermuth, believes there may be potential for a Material Physical Injury and they do not have adequate time to review. Our application did not get on the agenda for June's meeting nor did it go on the July agenda as anticipated. Staff noted that Fontana Water Company's application came in a day later than SAWCo's and got processed in June.

Management had a sit-down meeting with the General Manager on July 8th and was told that our application is expected to be on the September agenda.

We are in conversation with our legal counsel and a draft letter is ready. The general manager may speak at the upcoming Advisory meeting on July 18, 2019.

Assessment Packages & DRO Requirements – Watermaster has revised the last assessment package 2018-2019. SAWCo entered into a Pre-emptive account by moving its Excess Carryover Water to this account in anticipation that we would pay for our desalter replenishment for past years. Since Watermaster did not true up all the years as expected, we opted to utilize our Excess Carryover Water each year to avoid losses.

This caused us not to have any "Excess Carry over Water" for the last assessment package and not to have any water in the Pre-emptive account. Watermaster has chosen to take our supplemental water and put into this pre-emptive account. Management spoke to the General Manager on July 8th and he put forward some options but did not address our concerns. The taking of our supplemental water is not legal and management has recently sent a letter to address the situation.

Storage Management Plan Workshop #1 – June 20th-

Staff attended the Storage Management Plan Workshop and participated in the meeting. Staff also provided comments to Watermaster's white paper on this subject.

The 2nd workshop was scheduled for July 18th @ 10:30am. Watermaster is trying to get parties to commit to a storage number.

Six Basins

Regular Board Meeting held on July 24, 2019. No significant issues were discussed. Current Basin focus is storm water recharge sites.

Cucamonga Basin

The working group met on July 2nd.

Staff was in agreement with the Term of Reference sheet that Cucamonga Valley Water District (CVWD) proposed, however, CVWD changed some language on the Term of Reference sheet and staff is reviewing the information.

The group is working through the Judgment and providing comments.

The next meeting is scheduled for August 6th at 1:30pm.

F. Monitoring of Assembly Bills Affecting the Water Company

- In his inaugural address and subsequent budget proposal, Governor Newsom expressed interest in a State wide 'water tax' that would fund infrastructure in impoverished areas impacted by contaminated water sources or a lack of water sources. As currently understood, the State proposes to enforce a monthly 'per meter' tax on each water utility. How that tax is passed on to actual customers has not been addressed, specifically regarding Prop 218. There is opposition to the proposal, and nothing has been finalized yet. Staff assumes this concept is similar to SB845 (Monning) titled, "The Safe and Affordable Drinking Water Fund" that died in committee last year.

On May 15, 2019 the State Senate Budget Subcommittee on Resources, Environmental Protection, Energy and Transportation voted to reject the Governor's proposed water tax. The subcommittee voted to adopt \$150M General Fund appropriations instead. Staff will continue to watch and update as this concept progresses.

1. AB 1668 and SB 606 - "Statewide Water Saving Mandates"

AB1668 was approved by the Governor on May 31, 2018 – Establishes an immediate Statewide standard of 55 gallons per capita daily for indoor residential water use, eventually reducing to 50 gpcd by January 1, 2030. By October 1, 2021 the State Water Resources Control Board will adopt long-term standards for the efficient use of water.

SB606 was approved by the Governor on May 31, 2018. – Requires the Company to calculate an 'urban water use objective' no later than November 1, 2023 and every November thereafter. An urban water use objective is an estimate of aggregate efficient water use for the previous year based on adopted water use efficiency standards and local service area characteristics for that year. Additionally, the Company's Urban Water Management Plan will be required to incorporate a water shortage contingency plan.

Staff continues to assess the impact of these two approved Bills and will update as new information becomes available.

2. AB3057 – California Water Not-For-Profit Tax Rules for Mutual Water Companies
Proposed amendment to the California Revenue and Taxation Code to conform to federal income tax law by exempting not-for-profit mutual water, mutual ditch, or Irrigation

corporations from California income taxes and franchise fees beginning on or after January 1, 2018. Ab3057 currently listed as 'In Committee: Held under submission'

3. **SB 998 (Dodd)** - SB 998 was approved by the Governor on Sept 28, 2018. This bill requires the Company to have a written policy on discontinuation of water service to certain types of residences for nonpayment available in; English, Spanish, Chinese, Tagalog, Vietnamese and Korean. The bill requires the policy to include certain components, be available on the Company's web site, and be provided to customers in writing, upon request. The bill provides for enforcement of these provisions, including making a violation of these provisions punishable by a civil penalty issued in an amount not to exceed \$1,000 for each day in which the violation occurs. The bill prohibits the Company from discontinuing residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. The bill requires the Company to contact the customer named on the account and provide the customer with the Company's policy on discontinuation of residential service for nonpayment no less than 7 business days before discontinuation of residential service.

This bill prohibits residential service from being discontinued under specified circumstances. The bill requires that when the Company discontinues residential service, the Company will provide the customer with information on how to restore service. The bill requires the Company to waive interest charges on delinquent bills and limits the amount of a reconnection of service fee imposed on a residential customer who demonstrates household income below 200% of the federal poverty line. The bill requires the Company to make every good faith effort to inform the residential occupants by written notice that service will be terminated and that the residential occupants have the right to become customers. The bill requires the Company to report the number of annual discontinuations of residential service for inability to pay on its web site and to the State.

The bill requires the Company to comply with the bill's provisions on and after February 1, 2020.

~~Staff will be attending a seminar on implementing SB998 on July 25.~~ Later this year staff will be presenting for review by the Board a shut-off policy that conforms to SB998 requirements.

Project Title: **Edison Box 24" Drain Valve**

Construction Order:

Total Budget: **\$44,000**

Construction: \$44,000

Fiscal Year 2019 Budget: **\$26,400 (remainder covered by City of Pomona under 60/40 split cost share.)**Schedule:

Purchase and Install Valve: Summer 2019

Project Description

Location: Edison Box



Justification: Current drain line drop gate is damaged and unable to hold back water. Water is passing under gate and discharging back to San Antonio Creek. Proposal is to purchase and install inline drain valve downstream of drop gate.

Status:

12/06/18 – BL – Bring to Board @ Budget Workshop.

12/18/18 – BL – Board approved 2019 budget, which contains this project.

Contacts**Name****Phone / email**

Total Budget: **\$517,000**

Construction: \$485,000

Fiscal Year 2018 Invoiced: \$21,000

Fiscal Year 2019 Budget: **\$496,000**

Schedule:

Design: Late 2018

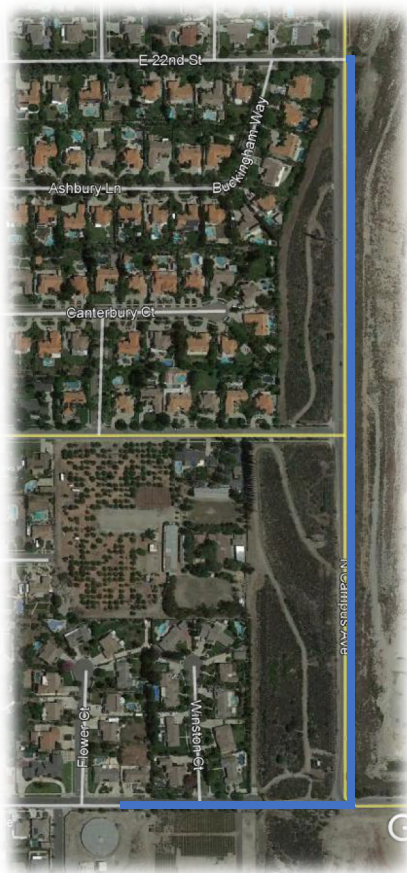
Bid Project: Winter 2019

Award Contract: March 2019

Construct Pipeline: Spring – Summer 2019

Close Contract: Fall 2019

Project Description



Location: Campus Ave, between 20th and 22nd Street

Justification: Replace aging 8" and 10" pipeline that traverses over private property within backyards. Relocate pipeline alignment to Campus Ave and 20th Street.

Status:

07/2018 – Contract awarded and authorization to proceed issued.

11/30/2018 – BL – 100% plans reviewed. Engineer authorized to prepare Bid Documents.

12/18/18 – BL – Board approved 2019 budget, which contains this project.

03/13/19 – BL – plans under review by City of Upland.

04/11/19 – BL – City finalizing review

05/02/19 – BL – Plan checker assigned to review project no longer works for City. Engineer working to reconnect and obtain schedule for City.

06/24/19 – BL – Plan check completed. Plans signed and bid package compiled. Project put out to bid.

06/27/19 – BL – Contractor Job Walk

07/18/19 – BL – Bid Opening. Four bids received. Apparent low bidder is TE Roberts @ \$404,364

08/20/2019 – BL – Contract to Board for award.

Contacts	Name	Phone / email
Civiltec Engineering, Inc.	Terry Kerger	626.357.0588 tkerger@civiltech.com

Project Title: **Campus Avenue Pipeine**
 Construction Order: **1807**
 Approved Budget: \$ **517,000**

12/18/18

	Estimated	Actual
Design Start Date:		7/2/18
Design Completion Date:	12/1/18	6/11/19
Construction Start Date:	4/1/19	
Constuction Completion Date:	6/1/19	
Project Close Out Date:	8/1/19	

Budget	Firm	Contract/Budget	Invoiced/Spent to	
			Date	Remaining
Staff	SAWCo		\$ -	\$ -
Engineer	CivilTech	\$ 58,324.00	\$ 28,633.78	\$ 29,690.22
Prime Contractor	Roberts	\$ 404,364.00	\$ -	\$ 404,364.00
	TOTAL	\$ 462,688.00	\$ 28,633.78	\$ 434,054.22

Total Budget: **\$25,000**

Construction: \$25,000

Fiscal Year 2019 Budget: **\$25,000**

Schedule:

Purchase Meters: Winter 2019

Install Meters: Throughout 2019

Project Description

Location: Various locations within Company's retail service area.

Justification: Best practice is to replace retail water meters every seven to ten years. Staff is recommending replacement of 141 retail water meters: 125 – ¾" meters and 16 1" meters.

Staff is currently preparing budgetary numbers for installation of an Automated Meter Reading (AMR) system that would allow the Company to read meters on a daily basis, providing early detection of leaks or other problems on customer accounts. Additionally, AMR has the potential to allow customers direct web-based access to their water consumption records.

The missing additional component of an AMR system is a service area radio communication network that would read all smart meters from a single location. Sensus' network is called FlexNet. Staff has initiated a radio survey to determine best locations for installation of a FlexNet antenna. The survey will cost \$400. Once the survey is complete staff will be able to develop a budgetary cost proposal for implementation of an AMR system.

Status:

12/18/18 – BL – Board approved 2019 budget, which contains this project.

02/04/19 – BL – Staff met with Aquametrics, current meter supplier and meter reading support company, to discuss what options are available for 'smart' meters. Currently, the District is replacing aged meters with new Sensus iPERL meters. The iPERL is a 'smart' meter and can be adapted to an Advanced Metering Infrastructure System (AMI) with the correct transmitter installed at the meter box. About 30% of the Company's currently installed meters are iPERL.

03/07/19 – BL – Field staff met with Aquametrics to review available locations for receiver antenna.

5/6/19 – BL – Staff met with Aquametrics to review radio survey. Two antennae recommended.

5/15/19 – BL – Aquametrics provided quote. Staff is reviewing and developing questions.
8/16/19 – BL – Staff is searching for alternatives.

Contacts	Name	Phone / email
Aquametrics	Steve Kamiyama Account Manager	951.233.9545 steve.kamiyama@aqua-metric.com

Project Title: **Automated Meter Reading (AMR)**
 Construction Order: **1901**
 Approved Budget: \$ **25,000** 12/18/18

	Estimated	Actual
Design Start Date:	2/4/19	2/4/19
Design Completion Date:	3/4/19	
Construction Start Date:	8/1/19	
Constuction Completion Date:	8/1/22	
Project Close Out Date:	11/1/22	

Budget	Firm	Contract/Budget	Invoiced/Spent to Date	Remaining
Staff	SAWCo		\$ -	\$ -
Supplier	Aquametrics			
	Task 1: Radio Survey	\$ 400.00	\$ 400.00	\$ -
			\$ -	\$ -
	TOTAL	\$ 400.00	\$ 400.00	\$ -

Total Budget: **\$110,000**

Engineering/Project Management: \$31,000

Construction: \$79,000

Fiscal Year 2018 Invoiced: \$21,000

Fiscal Year 2019 Budget: **\$89,000**

Schedule:

Design Project: 2018

Bid Project: Winter 2019

Award Bid: Spring 2019

Construction: Summer 2019

Project Description

Location: WFA facilities @ Benson Avenue



Justification: Install 16" pipeline connecting Company's existing surface water pipeline on Benson Avenue to WFA Facilities. The intent of this project is to allow San Antonio Creek surface water to be delivered straight to the WFA facilities. Delivering surface water to the WFA facilities will increase the Company's ability to meet entitlement for those stockholders that are members of, and receive water from, WFA; City of Upland, City of Pomona and Monte Vista Water District.

Status:

02/19/2016 – BL – Design contract and Authorization-to-Proceed issued to CivilTech Engineering.

12/17/18 – BL – CivilTech emailed draft schematic of lab layout and pipeline design to WSA for review.

12/18/18 – BL – Board approved 2019 budget, which contains this project.

1/14/19 – BL – WFA provided comments on draft plans back to Civiltech, who will make modification and finish design.

1/15/19 – BL – Staff notified that WFA is currently reviewing water quality analyzers, which will impact location and availability of space on the lab walls. WFA states they are at least a few months away from selecting.

1/31/19 – BL – Civiltec provided modified concept drawings to WFA showing possible pipeline alignments.

2/5/19 – BL – WFA provided comments and questions regarding proposed pipeline alignments.

2/27/19 – BL – emails between consultant and WFA staff regarding design and layout. WFA staff estimate a few months remaining to selecting analyzer.

8/14/19 – BL – Staff received an email informing us that WFA is moving forward with modification to their lab that will not include the additional analyzers for Company water. By appearances, the WFA is no longer interested in increasing local water delivery to their customers. Staff is trying to figure out what happened.

Contacts	Name	Phone / email
Civiltec Engineering, Inc.	Terry Kerger	626.357.0588 tkerger@civiltech.com

Project Title: **WFA Connection**
 Construction Order: **1601**
 Approved Budget: \$ **110,000**

	Estimated	Actual
Design Start Date:	7/9/05	7/9/05
Design Completion Date:	12/1/18	
Construction Start Date:	5/1/19	
Constuction Completion Date:	7/1/19	
Project Close Out Date:	9/1/09	

Budget	Firm	Contract/Budget	Invoiced/Spent to Date	Remaining
Staff	SAWCo		\$ -	\$ -
Permitting/CEQA			\$ -	\$ -
Engineering	CivilTech	\$ 30,895.00	\$ 20,707.50	\$ 10,187.50
Geotechnical			\$ -	\$ -
Surveyor			\$ -	\$ -
Environmental			\$ -	\$ -
Prime Contractor		\$ -	\$ -	\$ -
	TOTAL	\$ 30,895.00	\$ 20,707.50	\$ 10,187.50

Total Budget: **\$621,000**

Engineering/Project Management: \$221,000

Construction: \$400,000

Fiscal Year 2016 Invoiced: \$62,000

Fiscal Year 2017 Invoiced: \$51,000

Fiscal Year 2018 Invoiced: \$48,000

Fiscal Year 2019 Budget: **\$460,000**

Schedule:

Design Project: 2016-2018

Bid Project: December 2018

Award Bid: Spring 2019

Construction: Summer 2019

Project Description

Location: Holly Drive, North of San Antonio Heights



Justification: Initially, project was conceived as a simple 60,000-gallon tank replacement. Predesign analysis determined that fire flow and storage requirements would be better served by installing two 120,000-gallon tanks at the site. Design costs jumped due, in part, to necessary surveying, geotechnical and environmental requirements enlarging site to accommodate two tanks. Project construction is currently split into three parts; geotechnical earthwork, install new second tank, demolish and replace existing tank. The first construction project (earthwork) design is completed. Bid award is scheduled for December 18, 2018. Design for the Second phase, constructing the new tank, is scheduled to be completed in the first quarter of FY 2019. Bidding the second phase is scheduled for the second quarter of FY2019, with construction beginning soon after.

The third phase, demolishing the original 60,000-gallon tank and replacing with a new 120,000-gallon tank, is not yet scheduled.

Status:

02/19/2016 – Design contract and Authorization-to-Proceed issued to TKE Engineering.

10/2018 – BL – Phase I 100% Plans and Specs reviewed. Engineer authorized to prepare bid documents.

11/2018 – BL – Phase I contract advertised for bid.

- 12/12/18 – BL – Five bids received and opened for Phase I.
- 12/18/18 – BL – Board approved 2019 budget, which contains Phase 1 & 2 for this project.
- 12/18/18 – BL – Board authorizes staff to execute construction contract with McMinn Construction for \$238,600.
- 12/26/18 – BL – Company issues Notice of Award
- 1/2/19 – BL – McMinn executes Notice of Award
- 1/2/19 – BL – McMinn executes Construction Agreement
- 1/2/19 – BL – McMinn provides Certificate of Liability Insurance
- 1/3/19 – BL – Water Board informed Dodson of new CEQA guidelines adopted by California Natural Resources Agency. Dodson reviewing to see if any changes are required to project IS/MND prior to circulation.
- 1/8/19 – BL – Company returns fully executed Construction Agreement to McMinn
- 1/23/19 – BL – MND sent to clearing house, starting the 30-day comment period. Review period ends 2/22/19
- 1/24/19 – BL - Notices posted at site, office and County Clerk. Affidavit of posting signed by BL and returned to the State.
- 2/7/19 -BL – Staff, consultant and contractor working to schedule a preconstruction meeting.
- 2/22/19 – BL – MND comment period ends. One comment received; SCAQMD
- 2/27/19 – BL – consultant finalized MND
- 3/1/19 – BL – Preconstruction meeting held at offices of TKE. BL signed contract and emailed to engineer and contractor.
- 3/25/19 – BL – CEQA process official complete per email from water board.
- 3/27/19 – BL – Material Submittals being provided.
- 5/6/19 – BL – Construction Started. Excavation of material.**
- 5/14/19 – BL – Contractor and Engineer working though issue regarding staking of foundation.
- 07/09/19 – BL – Contractor essentially completed. Engineer and GM to conduct final site walk-through.
- 08/07/19 – BL – Final punch list provided to contractor.

Contacts	Name	Phone / email
TKE Engineering, Inc.		
	Terry Renner Vice President	951.680.0440 trenner@tkeengineering.com
McMinn, Inc.		
	Keith Archibek, Project Manager	O 909.514.1231 M 951.294.1854 keith@jmige.com
	Andy Crane , Project Manager	O 909.514.1231 M

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Senior Env. Scientist

sara.paiva-lowry@waterboards.ca.gov

Project Title: **Holly Drive Reservoir, Phase 1&2**
 Construction Order: **1602**
 Approved Budget: \$ **621,000** 12/18/18

	Estimated	Actual
Design Start Date:		4/15/16
Design Completion Date:		10/17/18
Construction Start Date:	1/15/19	5/1/19
Constuction Completion Date:	1/12/20	
Project Close Out Date:	3/1/20	

Budget	Firm	Contract/Budget	Invoiced/Spent to Date	Remaining
Staff	SAWCo		\$ -	\$ -
Engineering	TKE Eng	\$ 186,970.00	\$ 176,892.84	\$ 10,077.16
Construction Services, P1		\$ 60,000.00	\$ 59,184.65	\$ 815.35
Prime Contractor, P1	James Mcminn, Inc.	\$ 227,936.40	\$ 106,518.75	\$ 121,417.65
Original Contract		\$ 228,600.00	\$ 106,518.75	\$ 122,081.25
CO#1		\$ (663.60)		\$ (663.60)
Prime Contractor, P2			\$ -	\$ -
TOTAL		\$ 702,842.80	\$ 449,114.99	\$ 253,727.81

Total Budget: **\$1,160,000**

Engineering/Project Management: \$160,000

Construction: \$1,000,000

Fiscal Year 2017 Invoiced: \$57,000

Fiscal Year 2018 Invoiced: \$44,000

Fiscal Year 2019 Budget: **\$1,059,000**

Schedule:

Design Project: 2018

Bid Project: Winter 2019

Award Bid: Spring 2019

Construction: Spring/Summer 2019

Project Description

Location: Intersection of North Mountain Avenue and North Euclid Avenue



Justification: Reservoir 7 currently has a wooden roof that is in serious disrepair. Water quality issues require secure and safe roofing on reservoirs. The Company is planning on installing an aluminum roof to replace the wood roof. Installing a new roof will require installing a concrete perimeter, new access stairways and associated appurtenances.

Status:

04/25/2017 - BL – Design contract and Authorization-to-Proceed issued to CivilTech Engineering.

11/30/2018 – BL – 100% Design reviewed. Engineer authorized to prepare bidding docs.

12/18/18 – BL – Board approved 2019 budget

1/3/19 – BL – Contract docs reviewed and returned to engineer for bidding preparation.
BL removed federal fund requirements from contract

1/9/19 – BL – BL signed County encroachment permit. Engineer to process.

1/11/19 – BL- BL eMailed plans to State Waterboard Engineer for review and comment

1/16/19 – BL – State responded by eMail with no comments.

2/7/19 – BL – Bid schedule set. Bid package available on 2/14, prebid mtg on 2/26 and bid opening on 3/7

2/12/19 – BL – Bid package uploaded an available on company website.

2/26/19 – BL – prebid meeting held. Five contractors showed; four prime and one sub.
 Visited job site with at least two contractors

3/1/19 – BL – prebid Q&A posted to website and emailed to those contractors in attendance.

3/7/19 – BL – bid opening. Four bids received.

3/19/19 – BL – Contract awarded to SCW Contracting for \$1,013,415.

3/20/19 - BL – NOA executed

4/9/19 – BL – Preconstruction meeting

4/15/19 – BL – NTP Signed for April 22, 2019.

4/22/19 – BL – Construction started. Demolition of existing facility.

05/16/19 – BL – Change Order #1 executed. No cost change order. Added 81 days to construction schedule due to manufacturing of dome.

05/23/19 – BL – Change Order #2 executed. Deducted unnecessary pipeline removal and added additional footing work. Net change to contract (\$212). No additional days.

07/05/19 – BL – Change Order #3 executed. Additional \$20,344 due to poor soil conditions not identified in Geotech report. Needed to secure footing.

08/20/19 – BL – Change Order #4 presented to Board for approval. Includes geosynthetic lining of reservoir.

Contacts	Name	Phone / email
Civiltec Engineering, Inc.	Terry Kerger	626.357.0588 tkerger@civiltech.com
SCW Contracting, Inc.	Juniper Filanc-Bowen Project Manager	760.728.1308 juniper@scwcompanies.com
	Peter Kogler Senior Project Manager	760.728.1308 pkogler@scwcompanies.com
Sate Waterboard	Hector Cazares Water Resource Control Engineer	909.383.4312 hector.cazares@waterboards.ca.gov
	Eric Zuniga District Engineer	eric.zuniga@waterboard.ca.gov

Project Title: **Reservoir 7 Roof Repair**
 Construction Order: **1701**
 Approved Budget: \$ **1,160,000** 12/18/18

	Estimated	Actual
Design Start Date:		7/2/18
Design Completion Date:	12/1/18	2/11/19
Construction Start Date:	4/1/19	4/12/19
Construction Completion Date:	8/1/19	
Project Close Out Date:	10/1/19	

Budget	Firm	Contract/Budget	Invoiced/Spent to Date	Remaining
Staff	SAWCo		\$ -	\$ -
Structural Inspection	Harper	\$ 51,230.00	\$ 51,230.00	\$ -
Engineer	CivilTech	\$ 83,850.00	\$ 69,870.00	\$ 13,980.00
	Original Contract	\$ 62,750.00	\$ 62,750.00	\$ -
	CO#1	\$ 21,100.00	\$ 7,120.00	\$ 13,980.00
Geologist	Geocon	\$ 12,350.00	\$ 6,072.50	\$ 6,277.50
	Original Contract	\$ 6,150.00	\$ 6,072.50	\$ 77.50
	5/20/19 CO#1	\$ 1,200.00	\$ -	\$ 1,200.00
	6/17/19 CO#2	\$ 5,000.00	\$ -	\$ 5,000.00
Prime Contractor	SCW Contracting	\$ 1,213,404.15	\$ 548,227.13	\$ 665,177.02
	Original Contract	\$ 1,013,415.00	\$ 548,439.31	\$ 464,975.69
	CO#1	\$ -	\$ -	\$ -
	CO#2	\$ (212.18)	\$ (212.18)	\$ -
	CO#3	\$ 20,344.33	\$ -	\$ 20,344.33
	CO#4 (proposed)	\$ 179,857.00	\$ -	\$ 179,857.00
	TOTAL	\$ 1,360,834.15	\$ 675,399.63	\$ 685,434.52

Total Budget: **\$130,000**

TESCO Contract:	\$100,000
Inland Productivity Contract:	\$18,000
Contingency:	\$12,000

Fiscal Year 2018 Budget: **\$130,000**Proposed Carry Over to 2019: **\$130,000**Schedule:

Develop HMI Screens:	October 2018
Purchase Equipment:	December 2018
Integrate System:	December 2018 – January 2019
Install System:	January – February 2019

Project Description

Location: Various locations throughout Company service area. Primary location of servers will be at Company main office.

The Company currently has 21 remote Supervisory Control and Data Acquisition (SCADA) control sites consisting of reservoirs, booster stations and wells. A SCADA system is used to remotely monitor, record and control remote sites by computer (e.g. record reservoir levels or turn on booster stations) through radio, wifi, cellular or modem communication. A SCADA system consist of the control computer and remote Programable Logic Controllers (PLCs) at each control site. The master control and recording computer currently sits at the corner of a desk in the Company's office meeting room.

SAWCo currently uses an *Iconics* SCADA control system. It is an older system that has been experiencing communication issues with the Company's remote sites.

Staff is proposing replacing the master control and recording computer with new hardware and software. The new hardware would be installed in the Company's computer closet, providing better protection and environmental control.

Staff is proposing new software from *ClearSCADA*. As a product of Schneider Electric, it is predominant in the industry, has a long history within the marketplace, is extremely scalable, easy to integrate, compatible and adaptable with leading industry PLC products, and is highly supported. PLCs are the computers located at remote sites that communicate with the central SCADA control computer.

Staff is working with TESCO Controls, Inc., an industry leading system integrator. A system integrator assembles all the hardware and software components into a viable system.

Status:

- 11/27/18 – BL / Bring TESCO proposal and Inland Productivity quote to PROC for ratification.
- 11/27/18 – BL / PROC unanimously approved moving staff recommendation to the full Board.
- 12/18/18 – BL – Board approved 2019 budget, which contains this project.
- 12/18/18 – BL – Board authorizes \$120k for project and purchase of equipment.
- 12/27/18 – BL – BL executes equipment purchase order. Emailed Inland Productivity
- 1/25/18 – BL – Hardware has arrived and is being shipped to TESCO in Sacramento for integration.
- 2/22/19 – BL – TESCO and Inland Productivity coordinating for installation at end of March.
- 4/8/19 – BL – TESCO informed Company that software is not performing as desired and requested to work directly with Inland Productivity to resolve issue.
- 5/15/19 – BL – Installation of hardware scheduled for 5/21
- 7/9/19 – BL – Hardware and software installed. Bug and glitch tracking to continue until staff is satisfied.

Contacts	Name	Phone / email
System Integrator: TESCO Controls Inc		
	Alex Leeth Technical Sales	aleeth@tescocontrols.com 916.395.8800 ext. 2606
	John Zitlau Project Manager	jsitlau@tescocontrols.com (O) 916.395.8800 ext. 3005 (D) 916.596.4529
Hardware Procurement: Inland Productivity		
	Eric Hanson Sr. Solution Developer	ehanson@inland-prod.com 909.981.4500

Project Title: **New Company SCADA**
 Construction Order: **1808**
 Approved Budget: \$ **130,000** 12/18/18

	Estimated	Actual
Design Start Date:		7/2/18
Design Completion Date:	12/1/18	1/15/19
Construction Start Date:	4/1/19	
Constuction Completion Date:	6/1/19	
Project Close Out Date:	8/1/19	

Budget	Firm	Contract/Budget	Invoiced/Spent to Date	Remaining
Staff	SAWCo		\$ -	\$ -
Material Supplier	Inland Productivity	\$ 17,750.09	\$ 17,809.60	\$ (59.51)
Engineer	TESCO	\$ 100,000.00	\$ 99,336.65	\$ 663.35
Prime Contractor			\$ -	\$ -
	TOTAL	\$ 117,750.09	\$ 117,146.25	\$ 603.84

Total Budget: **\$250,000**

Environmental Monitoring: \$100,000

Environmental Mitigation: \$150,000

Fiscal Year 2019 Budget: **\$50,000**

Environmental Monitoring: \$20,000

Environmental Mitigation: \$30,000

Schedule:

Mitigation Request for Proposals: Jan-Feb 2019

Mitigation for 2019: Mar- Apr 2019

Mitigation for 2020: Mar- Apr 2020

Mitigation for 2021: Mar- Apr 2021

Mitigation for 2022: Mar-Apr 2022

Mitigation for 2023: Mar-Apr 2023

Project Description



As a condition of the Cucamonga Crosswalls repair project, the Company committed to conduct mitigation and associated environmental monitoring for a period of no less than five years. This commitment was a condition of the California Department of Fish and Wildlife Streambed Alteration Agreement.

The mitigation includes yearly removal of invasive plant species and seeding of native plant species. Mitigation will occur in the late winter-early spring months. The intent is to provide enough time for native and invasive seed to germinate but not establish strong roots or go to seed.

Status:

12/18/18 – BL – Board approved 2019 budget, which contains 2019 mitigation phase for this project.

1/9/19 – BL – BL email to Millington/Spencer regarding possible contractors for remediation work.

1/11-ish/19 – BL – earthen-fill crosswalls breached due to river flow.

1/29/19 – BL – Met with contractor and County on-site. Contractor working to make temporary repairs to the breached areas of the walls. Repairs consist of pushing rock and soil back into place with bulldozers.

2/1-ish/19 – BL – Storm breached two of the repaired crosswalls. Other repairs are holding.

4/2/19 – BL – Company met with MB International to discuss mitigation contractor services. Company requested MBI to coordinate with five contractors and return with a recommendation.

4/12/19 – BL – Company contracted with MBI to coordinate restoration services.

5/6/19 – BL – Habitat Conservation Management Plan (HCMP) updated by consultant to include native seed quantities

7/9/19 – BL – Staff working with EnvCon to establish parameters for work described in HCMP. Initial costs to conduct work came in near \$500k and are not realistic.

Contacts	Name	Phone / email
TKE Engineering, Inc.	Terry Renner Vice President	951.680.0440 trenner@tkeengineering.com
Michael Baker International	Ashley M. Spencer Biologist	949.472.3454 Ashley.spencer@mbakerintl.com
	Tom Millington Senior Biologist	949.855.5777 tommillington@mbakerintl.com

Project Title: **Cucamonga Crosswalls Mitigation**

Construction Order: **1902**

Approved Budget:	\$ 50,000	2019 Mitigation
	\$ 50,000	2020 Mitigation
	\$ 50,000	2021 Mitigation
	\$ 50,000	2022 Mitigation
	\$ 50,000	2023 Mitigation
TOTAL	\$ 250,000	

	Estimated	Actual
Design Start Date:	4/12/19	4/12/19
Design Completion Date:	NA	
Construction Start Date:	9/1/19	
Construction Completion Date:	12/1/23	
Project Close Out Date:	2/1/24	

Budget	Firm	Contract/Budget	Invoiced/Spent to	
			Date	Remaining
Staff	SAWCo		\$ -	\$ -
Environmental	Michael Baker Int.			
	Task 1: Baseline Weed Survey	\$ 4,200.00	\$ 4,200.00	\$ -
	Task 2: Native Seed Mix Quantities	\$ 1,400.00	\$ 1,400.00	\$ -
	Task 3: Restoration Contractor Coordination	\$ 3,500.00	\$ 1,750.00	\$ 1,750.00
	Other Direct Costs	\$ 400.00	\$ 200.00	\$ 200.00
Prime Contractor			\$ -	\$ -
	TOTAL	\$ 9,500.00	\$ 7,550.00	\$ 1,950.00

Total Budget: **\$4,000,000**

Engineering/Project Management: \$400,000

Construction: \$3,600,000

Fiscal Year 2016 Invoiced: \$32,000

Fiscal Year 2019 Budget: **\$100,000**

Out Year's Budget: \$3,868,000

Schedule:

Design Project: 2018

Bid Project: Winter 2019

Award Bid: Spring 2019

Construction: Spring/Summer 2019

Project Description

Location: Benson Ave just south of 18th Street



Justification: The Company's main office on Euclid Ave. has served as the company headquarters for almost one hundred years. When initially constructed, the main office provided a local presence for agricultural shareholders to conduct company business. Changing demographics of the surrounding area has shifted the company's retail customer base almost exclusively into the San Antonio Heights.

Current Company facilities are old and showing their age. Issues include needed modern seismic construction, energy efficiency and security. Additionally, space constraints are evident. Parking space is inadequate. Office space is at a premium. There is no additional room for desks, much less the work space necessary for productivity. Field crew and office crew are separated on two parcels. Records storage is at a premium. Office computer servers are housed in a closet. Company SCADA hardware is located on a corner desktop in the meeting room. Due to a lack of adequate public meeting space, the Company currently utilizes the City of Upland Council chambers for its Board Meetings.

The Company has an opportunity to consolidate onto property located at Benson Avenue and 18th Street. Relocating to the Benson Property will allow the Company to build a presence closer to our retail customers while modernizing our facilities.

Status:

-
- 06/15/2016 – Needs Assessment contract and Authorization-to-Proceed issued to Claremont Environmental Design Group.
 - 12/18/18 – BL – Board approved 2019 budget, which includes conceptual/design services for this project.
 - 03/11/19 – BL – City of Upland Council approved purchase of south portion of Benson Property.
 - 4/5/19 – BL – Title report received from City
 - 4/22/19 – BL – City notified Company that State is taking longer than expected on project funding. City requested escrow time extension
 - 4/23/19 – BL – AFC appoints Director Cable to Ad hoc committee and Director Sanchez as alternate.
 - 5/13/19 – BL – City Council approves escrow time extension
 - 5/21/19 – BL – Escrow time extension on Board Agenda for review.
 - 6/12/19 – BL – Reconvened Ad Hoc Committee
 - 7/10/19 – BL – Ad Hoc Committee met to review draft RFP for architectural service.
 - 7/30/19 – BL – Request for Qualifications released and posted on website.
 - 8/30/19 – BL – Statement of Qualifications due

Contacts	Name	Phone / email
CEDG	Erik Peterson	909.973.7282 info@cedg-design.com

Project Title: **Office Relocation**
 Construction Order: **1507**
 Approved Budget: \$ **100,000**

	Estimated	Actual
Design Start Date:	2016	2016
Design Completion Date:	6/1/19	
Construction Start Date:	10/1/19	
Constuction Completion Date:	6/1/22	
Project Close Out Date:	8/1/22	

Budget	Firm	Contract/Budget	Invoiced/Spent to Date	Remaining
Staff	SAWCo		\$ -	\$ -
Permitting/CEQA			\$ -	\$ -
Architect	CEDG	\$ 40,060.00	\$ 32,000.00	\$ 8,060.00
Engineering			\$ -	\$ -
Geotechnical			\$ -	\$ -
Surveyor			\$ -	\$ -
Environmental			\$ -	\$ -
Prime Contractor		\$ -	\$ -	\$ -
	TOTAL	\$ 40,060.00	\$ 32,000.00	\$ 8,060.00

Total Budget: **\$30,000**

Engineering/Project Management: \$30,000

Fiscal Year 2019 Budget: **\$30,000**

Schedule:

Bid Project: Summer 2019

Award Bid: Autumn 2019

Construction: Winter/Spring 2020

Project Description

Justification: The intent of the new GIS database is to:

- Aggregate pertinent information of Company facilities into a database that can be readily queried. (location, size, material, year constructed, as-builts, photos, etc.)
- Aggregate known Company easements into a geospatial database.
- Incorporate appropriate external geospatial information including photogrammetry imagery and County parcel information.
- Create a facility records database with a graphic front-end that is readily accessible in the field (tablet enabled 'system map').
- Develop a facility records database that is flexible and easily updated.
- Include meters with appropriate information including GPS location, size, identifying number and customer account records.
- Link the new GIS database to Company finance and billing database to provide the ability to query billing records and present results in a graphical environment (e.g. monthly consumption by parcel, color-coded by amount consumed). This feature does not necessarily have to be in 'real-time'. But the links need to be established for at least monthly updates.
- Link the new GIS database elements to Company asset management records/ depreciating assets database.
- The data should be compatible with modeling software for future Company needs.

Status:

07/23/19 – BL - PROC reviewed proposed Request for Proposals

07/30/19 – BL – RFP released and posted on Company website

08/29/19 – BL – Proposals due

Contacts

Name

Phone / email

Agenda Item 6A

Item Title: Conservation Programs Update

Purpose:

Update on the Company's existing water conservation programs

Staff Report:

The items below in "bold" reflect the items updated.

I. Local Assistance in meeting Best Management Practices

Conservation rebates given and programs utilized through IEUA and Metropolitan Water District: (Fiscal year 2018-2019) – As of 5/31/2019

<i>IEUA Residential Rebate Programs-(Fiscal year)</i>	<i>Devices/ Rebates</i>	<i>Est. gallons saved/ device/year</i>	<i>Total est. gallons saved per year*</i>	<i>BMP</i>
<i>High Efficiency Clothes Washers</i>	4	11,243	44,972	3
<i>Rotating Nozzles</i>	0			
<i>Weather Based Irrigation Controllers</i>	8	105,917	847,336	
<i>Residential Landscape Retrofit Program</i>	0		<i>n/a</i>	5
<i>High Efficiency Toilets (premium)</i>	1	13,851	13,851	3
<i>Rain Barrels</i>	0	619		
<i>Landscape Audit</i>	1	3485	<i>n/a</i>	3
<i>Pressure Regulator Valve Program</i>	0		<i>n/a</i>	
Total Savings for calendar year – thru 5/31/2019				

Funding is limited and rebates issued on first come, first served basis.

II. SAWCo Efforts in meeting Best Management Practices as of 6/30/2019

<i>SAWCo Programs-(2019)</i>	<i>Total Budget:</i>	<i>Devices/Rebates</i>	<i>Est. gallons saved per device per year</i>	<i>Total est. gallons saved per year</i>	<i>BMP</i>
<i>Leak Detection</i>	<i>Approved \$4,000 Cost: \$3,750</i>	1	n/a	n/a	
<i>Total leak Detection</i>		1			
<i>Toilet Direct Installation</i>	<i>Approved \$10,000 Cost: 1640.00</i>	6	15,600	93,600	1.2
SAWCo Wholesale Agencies Assistance-	<i>Budget: \$15,000 Cost: \$4,595</i>	17	15,600	265,200	

August 20, 2019

Toilet Direct installation					
TOTAL		23		358,800	1.1.3

BMP 1.1.2 Water waste prevention:

On 3/1/2017, the board approved the reduction from the “High Shortage Stage” to the “Moderate Shortage Stage”.

Violations recorded to date:

As of Date	Excessive Run-off (BMP 1.1.2)	Leak notices (BMP 1.2)	Incorrect irrigating time	Incorrect irrigating days	Total Notifications	Total Fines
3/31/2016	2	3	5	8	11	
6/30/2016	3	2	24	8	27	0
8/31/2016	2		22	40	41	12
9/30/2016	6		14	13	14	14
12/30/2016	4		6	4	8	1
3/31/2017	1		1	1		1
12/31/2017	4	2			4	0
3/30/18	1				1	1
5/30/18	1				1	0
11/30/2018	2				2	0

Previous Actions:

None.

Impact on the Budget:

Implementation of fines.

The 2019 San Antonio Water Company shareholders had minimal activity within the IEUA Assistance Programs and also Rebates thru Socalwatersmart.com.

The following has occurred:

Design assistance – 0

Landscape assistance – 0

Pressure Regulator Valve – 0

Turf removal – 0

Residential Landscape Program – 1

MET – 8 Weather Based Irrigation Controller (WBIC) rebates for SAWCo customers

Item Title: Response to City of Upland Regarding Replacement of Key Office Facilities

Purpose:

To review a draft letter response to the City of Upland regarding replacement of key office facilities.

Issue:

Should the Company send the draft letter as written?

Manager's Recommendation:

Authorize General Manager to sign and send letter.

Background:

On July 9, 2019 the City of Upland sent the attached letter to the Company. The Office Feasibility Study Ad Hoc Committee reviewed the letter and tasked the General Manager with writing a response with the intent of addressing the City's concerns. The proposed draft response is attached for Board review.

Impact on the Budget:

None

Previous Actions:

None



City Manager's Office
Telephone (909) 931-4106
Facsimile (909) 931-4301

July 9, 2019

Brian Lee, General Manager
San Antonio Water Company
139 N. Euclid Avenue
Upland, CA. 91786

Subject: Proposed Implementation of a New Centralized Office Headquarter Building Facility

Dear Brian:

As discussed, the City has concerns about the construction of the new Centralized Office Headquarter Building given the existing maturity of the service area and limited growth of the San Antonio Heights Community. Upland is concerned a new Office Headquarter facility may be perceived by the public as not an essential facility in comparison to other physical plant structures, which are needed for the delivery of water to your various customers. This perception may be further heightened, given the recent significant rate adjustments that were implemented last year. I believe the implementation of this new facility could present strong and critical responses within the Upland community.

Sufficient public outreach and project marketing should be undertaken to understand the climate and project acceptance by the community. The City has expressed verbally our concerns regarding the subject project and understand the funding used will be one-time money and not rate revenue. However, the concerns do include the recent significant increase to water rates, which contributed to the City need to increase its customer rates to insure there is adequate revenue to meet operational and capital investment requirements.

I believe it is essential to demonstrate the need for the investment of these funds in a new office versus applying the money to needed capital improvements to reduce the need for future rate adjustments. At this time, I believe most of the discussion has occurred internally and with the Board on office design elements and project costs. I am not sure how much public outreach has been undertaken to determine whether there will be potentially negative public concerns over the proposal?

I believe it is important to insure the company's capital improvements and facility rehabilitations are well documented and appropriately addressed. Finally, I think SAW Co should develop a business case demonstrating that this is the best use of funds on behalf of the shareholders versus investing in other needed company assets.

Should you like to discuss this, please contact me at (909) 931-4102.

Sincerely,

A handwritten signature in cursive script, appearing to read "Rosemary Hoerning", is written over a horizontal line.

Rosemary Hoerning, PE, PLS, MPA
Interim City Manager

cc: Tom Thomas, SAW Co. President
Debbie Stone, Mayor

August X, 2019

Rosemary Hoerning
Interim City Manager
City of Upland
460 North Euclid Avenue
Upland, CA 91786

Subject: Proposed Replacement of Company's Administration and Operations Capital Facilities

Dear Rosemary,

Thank you for the letter expressing City concerns regarding the Company's plans to replace two century-old capital facilities. I have shared the City's concerns with our Office Feasibility Study Ad-Hoc Committee and the full Board. I want to personally assure you that the Company takes your concerns seriously and I will work with you to ensure the Company's continued positive impact to the City is clearly projected to the community.

The City has expressed concern regarding the existing maturity of the service area and limited growth of the San Antonio Heights Community. It is my experience that proper capital asset management does not attempt to quantify the 'maturity' of a service area, only the maturity of the facility. The Company is currently working out of facilities that are over one hundred years old. The Operations facility served as the stables and foundry for mules used to pull the train cart up Euclid Avenue back in the 1800's. Current company buildings are significantly 'out of code'. Seismic, electrical and mechanical deficiencies, as well as space and parking constraints, must be addressed. Each building has reached the end of its service life, much less its design life.

Given the extreme age of our current facilities, it will be important to remind the public that this is a replacement project, not an expansion project. It will also be important to remind people that during emergency situations the office building and operations yard serve as key Company facilities and coordination centers. These aged facilities serve a vital purpose to ensuring water delivery during times of crisis. Also, the efficiency gained through combined facilities and decreasing the proximity to shareholders, including the distance to Upland's Public Works Department, improves service.

I understand the City's concerns about public perception and recent rate increases. Every water provider in Southern California, retail and wholesale, are in the same position regarding the balance between revenue and expenses. It is unfortunate that the City found itself in the difficult position of needing multiple rate studies in such a short time span due to drought and capital facility needs. Even though wholesale water costs accounted for less than half the City's recent rate increases, it didn't help your situation. However, it is important to remember that SAWCo is an incredible value with rates significantly less than other wholesale providers.

It remains critical that residence of the Heights and Upland understand that SAWCo's recent rate increase provides the revenue to execute a strong Capital Replacement Program. The Company intends to document a healthy capital replacement program in a Master Plan and Asset Management Program scheduled for completion in 2020. Given the strong financial health of the Company, we intend to advance multiple capital replacement projects while building a healthy capital reserve, without raising future rates beyond inflationary adjustments. The Company is excited to show in our upcoming Master Plan that current rates cover a steady and consistent Capital replacement program that will cover the Company's needs for years to come.

The facts show SAWCo's continued high level of service and fiscal solvency. We intend to document these facts through a strong public outreach program. The Company will be working with an architect and public relations firm to ensure our customers remain well informed regarding our progress. A large component of public outreach involves listening. We intend to do just that. We want to communicate needs to our shareholders, listen to shareholder concerns and then adapt to address those concerns. However, given the condition of our current facilities, it remains important to understand that doing nothing is not an option.

You are correct that the majority of funds for the subject replacement project are expected to come from property sales. How we intend to fund the project will be a major component of our outreach efforts. A fully developed funding plan will be publicly presented prior to finalizing any project.

As we move forward the Company will be exploring needs measured against industry standards. During the process we will continue to be fully open to the public regarding our intent. Our meeting agendas will continue to be posted beforehand and our meetings remain open to the public. At the end of the review process we will have constructed a business case that fully demonstrates the need for replacement facilities.

The San Antonio Water Company wants to assure our shareholders that, just like the last 140 years, this company intends to continue being a fiscally prudent, well run and independent organization for the next 140 years. I look forward to our continued discussions.

Sincerely,

Brian Lee,
General Manger
San Antonio Water Company

Item Title: Award of Contract for Campus Avenue Waterline

Purpose:

To award a construction contract for the Campus Avenue pipeline replacement project.

Issue:

Should the Board award a construction contract to T.E. Roberts Inc. for a not to exceed amount of 404,364.00?

Manager's Recommendation:

Find T.E. Roberts Inc as the lowest responsible bidder and authorize General Manager to execute a construction contract with T.E. Roberts Inc. for a not to exceed amount of 404,364.00.

Background:

In 2018 the Company contracted with CivilTech Engineering for the design of a pipeline replacement project within Campus Avenue from 20th Street to 22nd Street. The project is intended to replace aged 8" and 10" pipeline that traverses over private property within backyards. Construction was budgeted for the 2019 fiscal year. The project's budgeted construction cost is \$496,000.

Plans and specifications were completed, and the project was put out to bid in June/July. The bid opening was conducted on July 18, 2019. Four bids were received, as shown below:

T.E. Roberts Inc.	\$404,364.00
Norstar Plumbing	\$409,145.00
CP Construction	\$482,811.50
Swanson Backhoe, Inc.	\$1,074,187.00

After review of the bids staff recommended that the Board find T.E. Roberts Inc. the lowest responsible bidder and award a construction contract to same.

Impact on the Budget:

\$404,364.00 in Capital Expenditure (\$496,000 budgeted for construction. \$517,000 total project budgeted cost.)

Previous Actions:

None

BID TABULATION

Campus Avenue Waterline Replacement

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	SWANSON BACKHOE, INC.		CP CONSTRUCTION		NORSTAR PLUMBING		T.E. ROBERTS INC.	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
1	Mobilization/Demobilization 50% at Mobilization and 50% at Demobilization	1	L.S	\$40,000.00	\$40,000.00	\$5,000.00	\$5,000.00	\$18,000.00	\$18,000.00	\$16,000.00	\$16,000.00
2	Traffic Control Plans, Trenching and Shoring, Safety Measures, Permits, and message board.	1	L.S	\$12,000.00	\$12,000.00	\$7,500.00	\$7,500.00	\$10,000.00	\$10,000.00	\$7,400.00	\$7,400.00
3	Furnish and Install 8-inch PVC Pipe, class C-900, including: pipe, bends, fittings, couplings, etc.	3,385	L.F.	\$145.00	\$420,500.00	\$76.50	\$258,952.50	\$66.00	\$223,410.00	\$61.00	\$206,485.00
4	Furnish and install 8-inch Gate Valve, including: valve can and cover, fittings, couplings, etc.	4	E.A.	\$6,000.00	\$12,000.00	\$3,200.00	\$12,800.00	\$1,700.00	\$6,800.00	\$2,200.00	\$8,800.00
5	Furnish and install 4-inch PVC Pipe, class C-900, including: pipe, bends, fittings, couplings, etc.	383	L.F.	\$137.00	\$56,170.00	\$73.00	\$27,959.00	\$65.00	\$24,895.00	\$63.00	\$24,129.00
6	Furnish and Install 4-inch gate valve, including: valve, valve can and cover, couplings, fittings, gaskets, etc.	1	E.A.	\$4,460.00	\$4,460.00	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00
7	Saw cut, remove and replace concrete cross gutter and driveway approach, etc.	90	S.F.	\$7.50	\$675.00	\$50.00	\$4,500.00	\$48.00	\$4,320.00	\$75.00	\$6,750.00
8	Construct temporary A.C. pavement, including saw cut and removal of old a.c. pavement	2,000	L.F.	\$12.50	\$25,000.00	\$6.00	\$12,000.00	\$2.50	\$5,000.00	\$5.00	\$10,000.00
9	Construct 48 (Max.) inch wide x 4-inch thick A.C. Base pavement over 12-inch compacted base material	2,000	L.F.	\$72.00	\$144,000.00	\$28.00	\$56,000.00	\$28.00	\$56,000.00	\$22.50	\$45,000.00
10	Construct 96-inch-wide x 1-inch thick A.C. Finish pavement over compacted A.C. Base Pavement	2,000	L.F.	\$107.50	\$215,000.00	\$24.00	\$48,000.00	\$15.78	\$31,560.00	\$17.00	\$34,000.00
11	Remove and replace existing fencing	1	L.S	\$3,200.00	\$3,200.00	\$5,000.00	\$5,000.00	\$500.00	\$500.00	\$6,000.00	\$6,000.00
12	Pressure Test and flush new water lines	1	L.S	\$5,518.00	\$5,518.00	\$7,500.00	\$7,500.00	\$1,000.00	\$1,000.00	\$6,000.00	\$6,000.00
13	Type 2 Slurry Seal	54,000	S.F.	\$2.55	\$137,700.00	\$0.65	\$35,100.00	\$0.49	\$26,460.00	\$0.60	\$32,400.00
					\$1,076,223.00		\$482,811.50		\$409,145.00		\$404,364.00

Item Title: Approval of Change Order No. 4, Reservoir 7 Rehabilitation

Purpose:

To authorize a construction change order in the amount of \$179,857.00 to SCW Contracting Corp for the lining of Reservoir 7.

Issue:

Should the Board award a change order to SCW Contracting Corp. for a not to exceed amount of 179,857.00?

Manager's Recommendation:

Authorize General Manager to execute a construction change order with SCW Contracting Corp. for a not to exceed amount of \$179,857.00.

Background:

In 2017 the Company contracted with CivilTech Engineering to prepare design drawings and specifications to replace a wooden roof on Reservoir 7. In late 2018 the plans and specs were completed, and the project was put out to bid. Four bids were received at the March 7, 2019 and the Board awarded a contract to SCW Contracting for a not to exceed amount of \$1,013,415 on March 19, 2019. Demolition started in April of 2019.

An inspection of the reservoir was conducted after the old wooden roof was removed. During inspection it was discovered that the concrete panels of the reservoir were aged and cracked in places. Additionally, there was a coating of unknown material that had been applied at an earlier time that was aged and spalling. The Company, engineer and contractor meet to discuss alternatives for repair. The contractor has proposed installing a geosynthetic liner that would provide an impervious barrier between stored water and the concrete panels.

Staff has previous experience with installation of geosynthetic liners. Staff recommends award of Change Order No. 4.

Project's construction contract and current change orders are as follows:

Contract	original	\$1,013,415.00
CO#1	time extension	\$0.00
CO#2	reduce work effort	(\$212.18)
CO#3	unexpected geotechnical work	\$20,344.33

Impact on the Budget:

\$179,857.00 increase in Capital Expenditure (\$1,000,000 budgeted for construction. \$1,160,000 total project budgeted cost.)

Previous Actions:

None



Change Order Request

SAWCO Reservoir 7 Improvements

Date: 07/26/2019Project No: 1916Project: SAWCO Reservoir 7 Improvements Change Order Request No: 6From: SCW Contracting CorporationCategory No: 2000

To: _____

Category Desc: Site Work

Furnish & install the liner system in the San Antonio Reservoir #7 Tank in Upland, CA.

Scope of work :

- Furnish & install the liner system in the San Antonio Reservoir #7 Tank in Upland, CA. The liner system consists of an EL 6040 liner with a 12 oz non-woven geotextile underlayment. Liner to concrete attachments will be installed around the existing gate valve area, the stairway, the overflow and the top of the tank perimeter. The top perimeter connection will be made at the horizontal base of the new perimeter wall.
- Material Lead Time 12 weeks
- Installation 12 days (4-6 Weeks prior notification for scheduling personnel)
- Remove Existing qty(12) concrete footings flush with surface
- Concrete surface preparation for liner to concrete attachment.

Exclusions:

- Crack Repair
- Removal of Existing Mortar Coating
- Concrete Repair.
- (Testing)Third party testing of geomembranes is not included in this proposal.
- See attached Layfield proposal for additional clarification and exclusions.

TOTAL OF CHANGE ORDER REQUEST: \$179,857.00

TOTAL TIME EXTENSION REQUESTED: 37 Days

Juniper Filanc-Bowen

07/26/2019



Extra Work Worksheet

1916 SAWC Reservoir No. 7

Demo and Dispose of Column Footings				
SUBCONTRACTOR	Qty	# of Units	Price/Unit	Total
	1	0	\$ -	\$ -
	1	0	\$ -	\$ -
		0%		Subtotal: \$ -
15% Allowable Markup		15%	Subcontractor OH&P: \$	-
Subcontractor Total: \$				-

MATERIAL	Qty	# of Units	Price/Unit	Total
Sika 123 Repair Mortar	1	12	\$ 50.00	\$ 600.00
	1	1	\$ -	\$ -
				Subtotal: \$ 600.00
		8.75%	Tax: \$	52.50
15% Allowable Markup		15%	Material OH&P: \$	97.88
Material Total: \$				750.38

LABOR	Days	Hours	Hourly Rate	Total
FOREMAN (Supervision & Support)	3	8	\$ 92.00	\$ 2,208.00
OPERATOR	0	0	\$ 92.00	\$ -
OPERATOR	0	0	\$ 92.00	\$ -
LABORER	3	8	\$ 69.00	\$ 1,656.00
LABORER	3	8	\$ 69.00	\$ 1,656.00
				Subtotal: \$ 5,520.00
15% Allowable Markup 007213 General Conditions		15%	OH&P \$	828.00
Labor Total: \$				6,348.00

EQUIPMENT	Qty	Hours	Hourly Rate	Total
CST-16 Dodge 5500 Crew Truck	3	8	\$ 32.50	\$ 780.00
Air Compressor	3	8	\$ 20.19	\$ 484.56
Jack Hammer	6	8	\$ 1.05	\$ 50.40
John Deere 410 Backhoe	3	8	\$ 49.64	\$ 1,191.36
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
				Subtotal: \$ 2,506.32
15% Allowable Markup 007213 General Conditions		15%	Equipment OH&P: \$	375.95
Equipment Total: \$				2,882.27

EXTRA WORK TOTALS	
Extra Work Subtotal: \$	9,980.64
1% P&P Bonds \$	99.81
EXTRA WORK TOTAL: \$	10,080.45



Extra Work Worksheet

1916 SAWC Reservoir No. 7

Remove Ex. Coating & Prep for CIM Sealant				
SUBCONTRACTOR				
	Qty	# of Units	Price/Unit	Total
	1	0	\$ -	\$ -
	1	0	\$ -	\$ -
		0%		Subtotal: \$ -
15% Allowable Markup		15%	Subcontractor OH&P: \$	-
Subcontractor Total: \$				-
MATERIAL				
	Qty	# of Units	Price/Unit	Total
	1	1	\$ -	\$ -
	1	1	\$ -	\$ -
				Subtotal: \$ -
		8.75%	Tax: \$	-
15% Allowable Markup		15%	Material OH&P: \$	-
Material Total: \$				-
LABOR				
	Days	Hours	Hourly Rate	Total
FOREMAN (Supervision & Support)	2	8	\$ 92.00	\$ 1,472.00
OPERATOR	0	0	\$ 92.00	\$ -
OPERATOR	0	0	\$ 92.00	\$ -
LABORER	2	8	\$ 69.00	\$ 1,104.00
LABORER	2	8	\$ 69.00	\$ 1,104.00
				Subtotal: \$ 3,680.00
15% Allowable Markup 007213 General Conditions		15%	OH&P \$	552.00
Labor Total: \$				4,232.00
EQUIPMENT				
	Qty	Hours	Hourly Rate	Total
CST-16 Dodge 5500 Crew Truck	2	8	\$ 32.50	\$ 520.00
Air Compressor	0	8	\$ 20.19	\$ -
Jack Hammer	0	8	\$ 1.05	\$ -
John Deere 410 Backhoe	0	8	\$ 49.64	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
	0	0	\$ -	\$ -
				Subtotal: \$ 520.00
15% Allowable Markup 007213 General Conditions		15%	Equipment OH&P: \$	78.00
Equipment Total: \$				598.00
EXTRA WORK TOTALS				
			Extra Work Subtotal: \$	4,830.00
			1% P&P Bonds \$	48.30
EXTRA WORK TOTAL: \$				4,878.30



Extra Work Worksheet

1916 SAWC Reservoir No. 7

Install Reservoir Liner				Date: 7/19/2019	
SUBCONTRACTOR	Qty	# of Units	Price/Unit	Total	
Layfield Liner Furnish & Install + Mobilization	1	1	\$ 97,531.00	\$ 97,531.00	
Bond Layfield	1	0.025	\$ 97,531.00	\$ 2,438.28	
		0%		Subtotal: \$ 99,969.28	
15% Allowable Markup		15%	Subcontractor OH&P: \$	14,995.39	
				Subcontractor Total: \$	114,964.67
MATERIAL	Qty	# of Units	Price/Unit	Total	
Portable Toilet (Monthly)	1	1	\$ 175.00	\$ 175.00	
Roll of Dumpster for Trash	1	1	\$ 800.00	\$ 800.00	
				Subtotal: \$ 975.00	
		8.75%	Tax: \$	85.31	
15% Allowable Markup		15%	Material OH&P: \$	159.05	
				Material Total: \$	1,219.36
LABOR	Days	Hours	Hourly Rate	Total	
FOREMAN (Supervision & Support) Weekday	10	8	\$ 92.00	\$ 7,360.00	
FOREMAN (Supervision & Support) OT Weekday	10	2	\$ 122.00	\$ 2,440.00	
FOREMAN (Supervision & Support) OT Weekend	2	8	\$ 122.00	\$ 1,952.00	
FOREMAN (Supervision & Support) DT Weekday	2	2	\$ 152.00	\$ 608.00	
LABORER (Supervision & Support) Weekday	10	8	\$ 69.00	\$ 5,520.00	
LABORER (Supervision & Support) OT Weekday	10	2	\$ 91.00	\$ 1,820.00	
LABORER (Supervision & Support) OT Weekend	2	8	\$ 91.00	\$ 1,456.00	
LABORER (Supervision & Support) DT Weekday	2	2	\$ 113.00	\$ 452.00	
				Subtotal: \$ 21,608.00	
15% Allowable Markup 007213 General Conditions		15%	OH&P \$	3,241.20	
				Labor Total: \$	24,849.20
EQUIPMENT	Qty	Hours	Hourly Rate	Total	
CST-16 Dodge 5500 Crew Truck	12	10	\$ 32.50	\$ 3,900.00	
Air Blower Trailer (Supply)	12	10	\$ 25.00	\$ 3,000.00	
Air Blower Trailer (Exhaust)	12	10	\$ 25.00	\$ 3,000.00	
Confined Space Monitoring Equipment	12	10	\$ 20.00	\$ 2,400.00	
Reach Forklift	12	10	\$ 58.61	\$ 7,033.20	
	1	0	\$ 20.53	\$ -	
	1	0	\$ 213.61	\$ -	
				Subtotal: \$ 19,333.20	
15% Allowable Markup 007213 General Conditions		15%	Equipment OH&P: \$	2,899.98	
				Equipment Total: \$	22,233.18

EXTRA WORK TOTALS	
Extra Work Subtotal: \$	163,266.41
1% P&P Bonds \$	1,632.66
EXTRA WORK TOTAL: \$	164,899.07



2500 Sweetwater Springs Blvd. Suite 110
Spring Valley, CA 91978

Phone: (619) 562-1200
Toll Free: (800) 377-8404

Web: www.layfieldgroup.com
E-Mail: san@layfieldgroup.com

July 22, 2019

Company: SCW
Name: juniper Filanc-Bowen
Phone: 760-728-1308
E-mail: juniper@scwcompanies.com

E-mail: Jan.Nichols@layfieldgroup.com
Mobile: Jan @ 619-820-4502
Project Code: 20E102 V1
Project Name: San Antonio Reservoir #7 Tank Lining
Project Estimator: Bill Morris

BID PROPOSAL LETTER:

Layfield USA Corporation is pleased to present our proposal for the San Antonio Reservoir #7 Tank Lining project. Our proposed scope of work, pricing, conditions, inclusions, exclusions and clarifications are detailed below for your information. Layfield's proposal is subject to the standard terms and conditions as stipulated in the attached "Appendix A".

A. SCOPE OF WORK:

Furnish & install the liner system in the San Antonio Reservoir #7 Tank in Upland, CA. The liner system consists of an EL 6040 liner with a 12 oz non-woven geotextile underlayment. Liner to concrete attachments will be installed around the gate valve area, the stairway, the overflow and the top of the tank perimeter. The top perimeter connection will be made at the horizontal base of the new perimeter wall. Sales tax is included.

Furnish and install the geosynthetics in accordance with bid documents (drawings #'s 1 through 6, no specification or addendums).

B. PRICING:

Mobilization/demobilization: \$3,560 (Each occurrence)
Liner system: **\$93,971 (Approx. 11 days to install)**

Add-On Pricing (if needed)

Stand Down Rate (per person on site): **\$500 / day**

C. CONDITIONS OF THE PROPOSAL:

1. Bid proposal is good for 30 days from date above.
2. Delivery of all materials to site within 60 days of award and payment of materials net 30 days after delivery, upon approved credit.
3. Final payment net 30 days upon Layfield's completion, upon approved credit.
4. Current lead for Layfield personnel to be on site is 4 to 6 weeks upon notice.
5. Prevailing wages are not applied to this job. Layfield USA Corp. is not a union contractor.
6. Taxes are included in this proposal.
7. The work shall be permitted to continue up to 10 hours per day and 6 days per week, at Layfield's discretion (subject to compliance with legislated limits).
8. Bonds are not included in this proposal (to add bonds see attachment A, Item 7).
9. Disposal bin(s) and portable bathroom(s) are to be located within 200' of the work area.
10. Layfield assumes the "Buy American" & "American Iron and steel" clauses do not apply to this project. If this is incorrect, please let us know as soon as possible so we can adjust our pricing.
11. Layfield assumes both the demo and new roof will be complete before Layfield's arrival.
12. Confined space watch, if required, is by others.

13. Layfield will be installing the liner after the new roof is installed.
14. Layfield proposes to use (6" wide) CIM sealant on the exposed underwater concrete areas at the liner to concrete attachments based on the engineer's acceptance and approval of the existing concrete surface.
15. Layfield's quote assumes the (12) existing concrete column footings will be removed and the concrete finished smooth. Anchoring around these (12) existing columns will not be required.

D. INCLUDED IN THE PROPOSAL:

1. (Material) Furnish and install the 12 oz non woven geotextile underlayment.
2. (Material) Furnish and install the EL 6040 liner geomembrane.
3. (Material) Furnish and install liner to concrete attachment hardware. 304 sst 12" o.c. above water and 316 sst 6" o.c. below water. The top perimeter connection will be made on the horizontal base at the new perimeter wall.
4. (Mobe) The price for the Mobilization/Demobilization is shown in the table above.
5. (Shipping) Freight to jobsite is included in this proposal.
6. (Tensiometer) Onsite testing of field seams with tensiometer is included in this proposal.
7. (Sales tax) 7.75% Sales tax on materials is included in this proposal.

E. EXCLUDED FROM THE PROPOSAL:

Layfield has not included the following allowances in our proposal pricing, all of which shall be extra to the contract or shall be provided by others at no cost to Layfield.

1. (Equipment) The General is responsible for the unloading of Layfield's materials prior to our arrival and for loading the materials/Debris into and out of the tank. The general is to provide a fueled forklift for the duration of the installation process as required. Layfield has not included these costs in our proposal.
2. (Dumpster) On-site disposal bin(s) per local regulation are not included in this proposal.
3. (Bathroom) On-site portable bathroom(s) per local regulation are not included in this proposal.
4. (Testing) Third party testing of geomembranes is not included in this proposal.
5. (Earthworks) Earthworks costs such as spoils removal, sub grade preparation, utilities structural excavation, piping system installations and structures are not included in this proposal.
6. (Dewatering) Dewatering for the purposes of maintaining the geo-membrane installations work area dry and free from standing water is not included in this proposal.
7. (Disinfection) Disinfection of reservoir is not included in this proposal.
8. (Protect in place) Protection of the work, repair of damage to the work, or portions thereof, caused by others after such portions of the work is placed in their final installed position is not included in this proposal.
9. (PPE) Protective devices, work clothing and specific safety training or certification exceeding standard provisions of Layfield's Safety Program made necessary by hazardous site conditions is not included in this proposal.
10. (Confined space watch) Confined space watch, if required, is not included in this proposal.
11. (Demo work) All demo work including the installing of sealant at the column base footings, is not included in this proposal.

E. PROPOSAL CLARIFICATIONS:

- Layfield offers a 1 year warranty on labor (limited Installation Warranty to geo-membrane installation workmanship). The manufacturer of the geo-membrane shall offer a 15 years warranty on materials (Pro-Rated Material Weathering Warranty).
- Layfield reserves the right to modify our proposal to reflect any material increases in costs incurred by resin and freight after the quotation expiration time limit.
- Safe, complete and clear worksite access at all times during prosecution of the Work including, but not limited to, unobstructed access for installation equipment around the entire top perimeter of the Work.
- Layfield will require a minimum, (4-6) four to six weeks, notice in order to procure materials and to schedule the arrival of our Installation crew at the site. Project final design drawings shall be issued to Layfield, prior to Layfield procurement of materials so that the quantities stipulated in our quotation can be reconciled.
- Layfield's standard QA/QC testing program shall be the exclusive testing program used on this project.
- Layfield defines the neat area as the area inclusive up to the top of slope including slope allowances.

There shall be an increase to the proposal sum or extension of the time for completion on account of any erroneous descriptions or omissions, etc. in the contract documents which are clearly necessary to carry out the intent of the contract and are customarily performed or furnished by contractors performing work similar to the proposed.

F. CONTRACTOR'S LICENCE:

CA # 837614

G. ATTACHMENTS:

Appendix A

If you require more information or clarification to evaluate Layfield's proposal, please contact the undersigned.

Regards from Layfield USA Corporation,

Jan @ 619-820-4502

Jan.Nichols@layfieldgroup.com

Acceptance of Price Quotation:

I (the undersigned) accept this Price Quotation and authorize Layfield USA Corporation to proceed with the entire scope of work stated herein.

Company Name: _____ Date: _____

Name and Title: _____

Signature: _____ Purchase Order No.: _____

Appendix A

Standard Terms and Conditions:

1. Prevailing wages are not applied to this job. Layfield USA Corp. is not a union contractor.
2. Others shall ensure that release(s) of the work site to Layfield, complete with subgrade and contiguous works by others prepared in accordance with the Specifications & liner manufacturer's recommendations, are conducted in a timely manner such that the Work may proceed continuously without interruption or delay, fully utilizing Layfield's designated crew. Costs of interruptions or delays, including but not limited to additional mobilization and demobilization cycles, standby, dewatering assistance, and diminished productivity resulting from actions or inactions of others that are beyond the control of Layfield, shall be extra to the Contract.
3. Quality of the Work shall conform to Layfield's Quality Assurance / Quality Control (QA/QC) program and to the standards in the Contract Documents subject to any exceptions or clarifications in Layfield's Proposal.
4. Terms: Prices do include Sales Tax,
 - i. Prices are F.O.B. Jobsite, unless otherwise noted
 - ii. Prices presented are based on the scope of work stated herein, in its entirety
 - iii. Payment net 30 days O.A.C.
 - iv. Interest charged on overdue accounts at 1.5% per month (18% per annum)
5. The prices quoted are based on plastic resin prices on the date of the Proposal and are subject to adjustment at Layfield's discretion to account for resin price increases after the date of the Proposal. All prices are F.O.B. the Seller's plant and unless otherwise specified, exclude all local, state, or federal sales taxes. Proposal prices apply only in the quantity and on the shipping schedule, named in the proposal and unless the Seller expressly agrees to the contrary in writing, such proposals are subject to change without notice. Prices are subject to change in the event of increases in customs duty, sales, excise, or other similar taxes, or increases in freight, insurance, of variation in foreign currency exchange rates, or in the costs of manufacture.
6. Layfield's senior on-site representative has sole discretion to temporarily to stop work if, in the representative's opinion, weather conditions inhibit the safe and proper prosecution of the Work. Layfield will not be responsible for any costs, claims or damages, including but not limited to crew downtime, standby, subsistence, mobilization, consultant fees and liquidated damages incurred by others as a result of weather delays in Layfield's Work.
7. Layfield has not included in its price the costs of any Bonds. We will, upon reasonable notice, supply the same as an extra to the Contract, at Layfield's cost plus ten percent (10%). The bond is an AIA standard document if a bond is required.
8. Layfield's warranty obligations shall apply only to the installation of the geosynthetic components. The manufacturer of materials shall provide any warranty of the geosynthetic materials to be installed or supplied hereunder, and Layfield shall have no obligations with respect to the same.
9. Layfield's installation warranty shall commence upon acceptance of the geosynthetic components by the Owner or its representative as such components are completed. The installation warranty period shall be 1 year warranty on labor and shall only cover geosynthetics installation workmanship. The installation warranty shall cover only the cost of replacement or repair, at Layfield's discretion, of the defective workmanship and only to the standards specified in the Contract Documents. Layfield shall not be liable for any damages, including without limitation, any special, direct, indirect or consequential damages arising from the loss of integrity of a part or all of the geosynthetics installation, howsoever caused.
10. Layfield shall not be responsible or held liable for defects, damage and/or deficient materials and installations, either in whole or in part, should these arise or result from the use of poor quality, inappropriate or unsuitable earthworks material, including the use of inappropriate methods employed to construct the earthworks in contact with the completed geosynthetic installation, or from misuse, vandalism or force majeure.
11. Layfield's installation warranty is limited to repair or, at Layfield's discretion, replacement of defects that are demonstrated to Layfield's satisfaction to be the result of substandard workmanship by Layfield. Such warranty work shall be performed only to the same standards and Scope of Work as set out in the Contract Documents. Layfield shall not be liable for any damages, including without limitation, any special, direct, indirect, consequential or incidental damages arising from the use of the geosynthetics installation, howsoever caused.
12. All additional costs incurred by Layfield to accommodate "Extreme Weather Conditions" installation, shall be added to the Contract Price. Further information can be provided upon request.
13. Layfield agrees that the Owner or Contractor may maintain a holdback pursuant to Builder's or Mechanic's Lien legislation applicable to the place of the Work until forty-five (45) days following Total Performance of the Work hereunder. Release of any holdback shall be made at that time, notwithstanding that the Contractor may not have received or be entitled to receive holdback release from the Owner.
14. Layfield's Proposal is based on using the *Associated General Contractors Subcontract Form 650* as the Form of Agreement between Layfield and the Contractor. Layfield reserves the right to modify its proposal, to negotiate acceptable terms and conditions with the Contractor, or to refuse to execute the subcontract in its entirety if the Contractor imposes any other form of agreement.