



SAN ANTONIO WATER COMPANY

BOARD OF DIRECTORS

MEETING

Tuesday, October 19, 2021

5:00 p.m.

In the Upland City Hall Council Chambers
460 N. Euclid Avenue, Upland, CA 91786

The San Antonio Water Company encourages public participation during our Board Meetings. Attendance at meetings is preferred. Recognizing that an adjustment period is appropriate for recently lifted pandemic restrictions and ongoing individual concerns, emails or phoned-in comments are also acceptable.

If you wish to provide comments by phone, please email blee@sawaterco.com at least two hours in advance of the meeting with your phone number and item you wish to comment on. Company staff will call you when the item comes up for discussion and you will be placed on speaker to address the Board.

Public comments regarding upcoming agenda items can be emailed to the Company at blee@sawaterco.com. Comments received by email at least two hours prior to the start of the meeting will be read at the appropriate time during the meeting.

- 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 September 21, 2021.
- B. Planning, Resources, and Operations Committee (PROC) Meeting Minutes
No meeting to report.
- C. Administration and Finance Committee (AFC) Meeting Minutes
Meeting minutes of July 27, 2021.
- D. Financial Statement
Income Statement and Balance Sheet for August 31, 2021
- E. Investment Activity Report
Monthly Report of Investments Activity.
- F. Water Production and Consumption
Monthly water production and consumption figures.
- G. Prominent Issues Update
Status summaries on certain on-going active issues.

- H. **Projects and Operations Update**
Status summaries on projects and operations matters.
- I. **Groundwater Level Patterns [Quarterly in January, April, July, and October]**
Tracking patterns of groundwater elevations relative to ground surface.
- J. **Conservation Program Update [Quarterly in January, April, July, and October]**
Update on SAWCo's existing water conservation programs
- K. **Correspondence of Interest**

5. **Board Committee – Delegate Report:**

- A. **PVPA Representative Report**
Verbal report by representative.
- B. **Six Basins Representative Report**
Verbal report by representative.
- C. **Chino Basin Representative Report**
Verbal report by representative.
- D. **Cucamonga Basin Representative Report**
Verbal update by representative.
- E. **Administration and Finance Committee (AFC) Chairman's Report**
Verbal update on meeting held September 28, 2021.
- F. **Planning, Resources, and Operations Committee (PROC) Chairman's Report**
No meeting to report.
- G. **Office Feasibility Study Ad Hoc Committee**
No meeting to report.

6. **General Manager's Report on Activities**

- A. **Conversation with Shivaji Deshmukh**
Mr. Deshmukh will provide an update on current IEUA activities
- B. **Water Shortage Contingency Plan Adoption**
Adoption of Resolution No. 2021-10-01 for the Water Shortage Contingency Plan
- C. **Adoption of the General Manager's Review**
Adopt General Manager's review as previously accepted by the Board.
- D. **Activities Calendar for 2022**
Review, comment, and possibly approve the activities calendar for 2022.
- E. **Tracking Code Changes to Chart of Accounts**
Review and possibly approve tracking code changes to chart of accounts.
- F. **Board Gift**
Review past practices and provide direction for 2021 and budget submittal for 2022.
- G. **COVID Response**
Verbal update

7. **Closed Session:**

8. **Director's Comments and Future Agenda Items: None.**

Adjournment:

The next regular Board Meeting will be held on Tuesday, November 16, 2021 at 5:00 p.m.

NOTE: All agenda report items and back-up materials are available for review and/or acquisition by calling the Company Office (909) 982-4107 (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] and on the company's website www.sawaterco.com. The agenda is also available for review and copying at the Upland Public Library located at 450 N. Euclid Avenue.

POSTING STATEMENT: On October 14, 2021 a true and correct copy of this agenda was posted at the entry of the Company's Office (139 No. Euclid Avenue), on the public bulletin boards at 450 No. Euclid Avenue (Upland Public Library) and 460 N. Euclid Avenue (Upland City Hall), and on the Company's website.

SAN ANTONIO WATER COMPANY
MINUTES OF THE SAN ANTONIO WATER COMPANY
Tuesday, September 21, 2021

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, Will Elliott, Martha Goss, Rudy Zuniga, Bob Cable, Bill Velto, and Kati Parker. Also in attendance were, SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Director Thomas presided.

Director Goss led all in attendance in the flag salute.

1. Recognitions and Presentations: Director Thomas advised of the cancellation of the San Antonio Canyon Watershed Clean-up Day.
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 August 17, 2021
 - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes
Meeting minutes of June 22, 2021
 - C. Administration and Finance committee (AFC) Meeting Minutes
No meeting minutes to report.
 - D. Financial Statement
Income Statement and Balance Sheet for July 31, 2021.
 - E. Investment Activity Report
Monthly Report of Investments Activity.
 - F. Water Production and Consumption
Monthly water production and consumption figures.
 - G. Prominent Issues Update
Status summaries on certain on-going active issues.
 - H. Projects and Operations Update
Status summaries on projects and operations matters.
 - I. Groundwater Level patterns [Quarterly in January, April, July, and October]
Tracking patterns of groundwater elevations relative to ground surface.
 - J. Conservation Program Update [Quarterly in January, April, July, and October]
Update on SAWCo's existing water conservation programs
 - K. Correspondence of Interest

Director Elliott moved and Director Velto seconded to approve the Consent Calendar as presented. Motion carried unanimously.

5. Board Committee – Delegate Report:

- A. Pomona Valley Protective Association (PVPA) Representative's Report** – Director Thomas reported on the PVPA meeting held on September 8th. Currently, no water is being spread.

The National Recreation Area bill that includes privately owned PVPA land is currently at a standstill.

Holliday Rock has agreed to cover the cost of the raise in property taxes of PVPA land it mines.

PVPA continues to attempt to prove that their water flow is from water released from the Dam and therefore the Waters of the United States rule does not apply because it is not navigable water.

A weed abatement notice was received for PVPA land that has never been abated. It is an area of habitat and PVPA is currently in the middle of a Programmatic Environmental Impact Report. They are in talks with the county about whether they should be abating this area that is native shrub.

- B. Six Basins Representative Report** – Ms. Layton reported on the meeting held August 25th. The Watermaster Board approved the agreement for legal services between Six Basins Watermaster and Richards, Watson, and Gurshon. The Old Baldy Agreement Amendment between the City of La Verne and Puente Basin Water Agency was reviewed.

The next scheduled Six Basins meeting will take place on September 22nd.

- C. Chino Basin Representative Report** – Mr. Lee reported the efforts of the Appropriative Pool (AP) and the Agricultural Pool (Ag) to reach a settlement agreement after the judge ruled in favor of the AP have been unsuccessful. The Ag Pool filed a motion demanding the AP pay roughly \$500,000 of the Ag Pool's legal fees. Unredacted or lightly redacted legal invoices were to be submitted to the AP but that has not occurred. The AP is filing next week a response to the motion and the two parties should be heading back to court.

- D. Cucamonga Basin Representative Report** – Ms. Layton stated the working group met virtually on September 7th. Cucamonga Valley Water District (CVWD) is still working on getting the prior basin model from West Yost Associates. An addendum to the Request for Proposals was discussed and feedback was given by all parties. Proposals are due October 12th.

There has been ongoing discussion regarding a possible development near the Sycamore Inn.

The next scheduled meeting is October 5th.

- E. Administration and Finance Committee (AFC) Chairman's Report** – No meeting to report.

- F. Planning, Resources, and Operations Committee (PROC) Chairman's Report** – Director Elliott stated the Committee discussed the possibility of a Company Water Treatment Plant which is included in the General Manager's Report.

- G. Office Feasibility Study Ad Hoc Committee** – No meeting to report.

6. Draft Urban Water Management Plan: Mr. Lee advised the Urban Water Management Plan is a report required every five years by the State of California. SAWCo contracted with WSC Engineering to complete the plan. Technically, it was due June 30, 2021 however, the only penalty is the inability to apply for government loans while the plan is outstanding. The format tonight is to have a public hearing, take public input, and answer any questions. If all is well, staff asks the Board to approve the included Resolution No. 2021-09-01 adopting the Urban Water Management Plan.

Director Thomas opened the public hearing and asked if there was anyone who wished to speak about the Company Urban Water Management Plan. Seeing no interest, Director Thomas closed the public hearing.

Director Velto motioned to adopt the Urban Water Management Plan and approve Resolution No. 2021-09-01. Director Parker seconded the motion. Motion approved unanimously.

7. General Manager's Report on Activities:

- A. Positive Pay** – Mr. Lee informed the Board that Positive Pay is a two-step process whereby the bank will not release funds from SAWCo's account unless staff has verified the payment. This feature comes at no additional cost to the Company.

Ms. Layton advised the bank will provide training to staff. The process involves SAWCo sending a check log and ACH payment log to the bank at the time of issuance. The bank will not release funds unless the check number or ACH is included on the lists provided by SAWCo.

Director Elliott moved and Director Velto seconded to authorize staff utilizing Positive Pay as a form of protection against fraudulent bank activity. Motion carried unanimously.

B. Company Treatment Plant – Mr. Lee explained staff is interested in looking at the physical, technical, and managerial issues of constructing a 1 million gallon per day water treatment plant for company use. Qualified consultants were asked to provide a proposal.

Mr. Lee explained the reason for looking into building a water treatment plant is due to the inability of the Upland water treatment plant to receive water if the flow is less than 1,000 gallons per minute (gpm). When flows are less than required, SAWCo ends up spreading the water instead of delivering it to another customer. Building a water treatment plant would allow SAWCo to treat and deliver more water to its shareholders. Staff would like to find out at what cost this can be done.

Director Thomas inquired what the average amount of water still flowing after the Upland treatment plant can no longer receive SAWCo water. Mr. Lee states SAWCo is currently getting roughly 700 gpm or 800,000 gallons per day.

Director Parker questioned whether SAWCo could send water to the Water Facilities Authority (WFA) and have them deliver it to SAWCo's municipal shareholders. Mr. Lee replied SAWCo has looked at sending water through WFA, however, there was no interest from WFA as the amount SAWCo would be sending through would be relatively small to their agency. With the same testing and regulatory requirements needed, it was not worth the efforts for the amount of water that would be processed. SAWCo currently has the ability to send groundwater to WFA but does not have a surface water connection.

Director Goss inquired whether SAWCo building a water treatment plant would contribute to the availability of water in an emergency or surplus water. Mr. Lee stated it would be alternative water source for SAWCo. Director Thomas pointed out there are no alternative water sources in the Heights; this treatment plant would change that.

Director Velto questioned whether water from the City of Upland could go to SAWCo for processing. Mr. Lee advised there is one pipeline connection for the City of Upland to/from the Heights, but it is a very small delivery system. The primary delivery site that staff is looking into is at the current Forebay. This location is where both the irrigation water and domestic water come together. At this location, water deliveries can be made to the Heights and the City of Upland which could then be wheeled to other municipal shareholders.

Director Goss clarified there is only one connection between the City of Upland and SAWCo; it is located at North Mountain Avenue and is only a 5/8" waterline.

Mr. Lee recommended the Board agree with the PROC's recommendation to authorize staff to execute a time and material contract with TKE Engineering with a not-to-exceed cost of \$24,500.

Director Goss moved and Director Cable seconded to authorize staff to execute a time and material contract with TKE Engineering with a not-to-exceed cost of \$24,500. Motion carried unanimously.

C. COVID Response – Mr. Lee reported no changes in COVID response at this time.

7. Closed Session:

General Manager's Annual Review, Goals and Objectives [subdivision 9(b) of Section 54957, CGC]

The Board exited the meeting into closed session at 5:20 p.m.

Mr. Lee was called into the closed session at 5:35 p.m.

All parties returned from closed session at 5:43 p.m.

Director Thomas announced a very satisfactory review for Mr. Lee.

8. Director's Comments and Future Agenda Items: Director Velto advised of and encouraged participation in viewing the motorcade taking place that evening in honor of Lance Corporal Dylan R. Merola.

The next Board meeting is scheduled for Tuesday, October 19th at 5 p.m.

Adjournment:

With no further business to discuss the meeting was adjourned at 5:44 p.m.

Assistant Secretary
Brian Lee

SAN ANTONIO WATER COMPANY
 ADMINISTRATION and FINANCE COMMITTEE (AFC)
 MINUTES
 July 27, 2021

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was held virtually and called to order at 3:00 p.m. on the above date as noticed. Committee Members present were Bob Cable, Bill Velto, and Tom Thomas. Also in attendance were, SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Director Thomas moved and Director Velto seconded to approve the meeting minutes of May 25, 2021. Motion carried unanimously.
5. Administrative and Financial Issues:
 - A. ***Water Stock Transfer Policy*** – Mr. Lee reported staff is requesting to clarify that the notarized signature of the shareholders is required for water stock transfers. Requiring notarized signatures is a long-standing practice that is noted in the stock transfer instructions and on new water stock certificates however is not specified in the current policy. Staff would like to have the policy reflect this practice.

Director Thomas moved and Director Velto seconded to recommend the Board ratify and approve the revised water stock transfer policy to include the long-standing practice of requiring notarized signatures. Motion carried unanimously.

- B. ***Update to Records Retention Guide*** – Mr. Lee advised the current records retention schedule was developed in 2010 and is based on filing system requirements that are no longer administered. Staff has condensed the records retention schedule to those items that are generally used in company business and separated the listing based on job functions for ease of usability and now ask the AFC to recommend the Board approve the revised records retention schedule.

Director Velto moved and Director Thomas seconded to recommend the Board approve the proposed updates to the Records Retention Guide. Motion carried unanimously.

- C. ***Update to Records Management Policy*** – Mr. Lee explained this policy is more of an internal document on how staff handles company records and is being updated like the retention guide as the previous requirements are no longer administered.

Director Velto moved and Director Thomas seconded to recommend the Board approve the proposed update to the Records Management Policy. Motion carried unanimously.

- D. ***Employee Scott Weiland's 45th Employment Anniversary*** – Mr. Lee informed the Committee that shortly, Scott Weiland will reach his 45th anniversary of employment with the SAWCo. Staff is requesting the Committee recommend the Board approve acknowledging Mr. Weiland with \$450 extra in his paycheck, a day off coupon, luncheon,

and another form of acknowledgment to be determined with a not-to-exceed amount of \$825.

Director Thomas moved and Director Velto seconded to recommend the Board acknowledge employee Scott Weiland by providing \$450 extra in his paycheck, a day off coupon, luncheon, and other form of acknowledgment not to exceed \$825 in gifts. Motion carried unanimously.

E. COVID Response – Mr. Lee stated staff is tracking the State of California and San Bernardino County directives for businesses regarding COVID and the Delta variant. Currently there are no changes.

6. Closed Session: None.

7. Committee Comments and Future Agenda Items: None.

8. Adjournment: Seeing no further business, the meeting was adjourned at 3:13 p.m.

Assistant Secretary
Brian Lee



San Antonio Water Company, CA

Item 4D Income Statement Group Summary

For Fiscal: 2021 Period Ending: 08/31/2021

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)	301,000.00	301,000.00	65,353.76	180,999.27	120,000.73
1215 - Domestic Water Income (Supplemental)	148,000.00	148,000.00	57,512.72	165,906.35	-17,906.35
1220 - Domestic Water Income (Tier 3)	104,000.00	104,000.00	72,693.91	226,841.76	-122,841.76
1230 - Domestic Water Income (Readi/Chrg)	200,000.00	200,000.00	33,518.33	134,187.73	65,812.27
1235 - Domestic Water Availability Charge (WAC)	60,000.00	60,000.00	10,085.51	40,696.00	19,304.00
1245 - Municipal Water Income (Base)	3,100,000.00	3,100,000.00	267,782.61	1,871,566.98	1,228,433.02
1268 - Municipal Water Income (Readi/Chrg)	80,000.00	80,000.00	6,400.00	51,700.00	28,300.00
1274 - Misc Water Income (Base)	220,000.00	220,000.00	27,874.73	141,912.86	78,087.14
1275 - Misc Water Income (Supplemental)	126,000.00	126,000.00	438.40	4,459.10	121,540.90
1276 - Munnicipal Water Availability Charge (WAC)	477,000.00	477,000.00	39,756.00	317,944.00	159,056.00
1280 - Misc Water Income (Tier 3)	15,000.00	15,000.00	0.00	47.85	14,952.15
1288 - Misc Water Income (Readi/Chrg)	23,000.00	23,000.00	2,050.00	15,660.00	7,340.00
1290 - Misc Water Availability Charge (WAC)	24,000.00	24,000.00	1,922.00	15,376.00	8,624.00
1295 - Dormant Water Availability Charge (WAC)	54,000.00	54,000.00	8,756.60	34,852.93	19,147.07
1300 - Sale of Water/From Storage	0.00	0.00	0.00	180,000.00	-180,000.00
1400 - Stock Transfer	5,000.00	5,000.00	660.00	3,690.00	1,310.00
1410 - Late/Re-establishment Fee	4,000.00	4,000.00	100.00	550.00	3,450.00
1420 - Return Check Fee	0.00	0.00	0.00	25.00	-25.00
1430 - Stock Certificate Storage and Handling Fee	0.00	0.00	40.00	160.00	-160.00
SubCategory: 40 - Shareholder Revenue Total:	4,941,000.00	4,941,000.00	594,944.57	3,386,575.83	1,554,424.17
SubCategory: 42 - Non-Shareholder Revenue					
1725 - Misc. Income	2,000.00	2,000.00	9.69	6,279.30	-4,279.30
1750 - Service/Litigation Agreements	0.00	0.00	95.43	541.44	-541.44
1753 - Ground Lease Income	54,000.00	54,000.00	5,907.84	45,270.72	8,729.28
1755 - Interest Earned	90,000.00	90,000.00	8.49	13,455.44	76,544.56
1785 - Gain on Sale of Asset	344,000.00	344,000.00	0.00	0.00	344,000.00
SubCategory: 42 - Non-Shareholder Revenue Total:	490,000.00	490,000.00	6,021.45	65,546.90	424,453.10
Category: 4 - Income Total:	5,431,000.00	5,431,000.00	600,966.02	3,452,122.73	1,978,877.27
Category: 5 - O & M Expense					
SubCategory: 50 - Operating Facilities					
2175 - Facility Related Field Labor	225,000.00	225,000.00	19,390.86	143,473.73	81,526.27
2235 - Repairs to Facilities and Equipment	300,000.00	300,000.00	51,220.11	225,067.01	74,932.99
2265 - Power-Gas & Electric (utilities)	600,000.00	600,000.00	92,822.94	471,663.99	128,336.01
SubCategory: 50 - Operating Facilities Total:	1,125,000.00	1,125,000.00	163,433.91	840,204.73	284,795.27
SubCategory: 51 - Operating Activities					
2475 - Customer Service	85,000.00	85,000.00	5,550.75	58,311.34	26,688.66
2498 - Conservation	20,000.00	20,000.00	285.00	9,155.00	10,845.00
SubCategory: 51 - Operating Activities Total:	105,000.00	105,000.00	5,835.75	67,466.34	37,533.66
SubCategory: 52 - Other Operating Expense					
2205 - Non-Facility Related Labor	75,000.00	75,000.00	5,497.53	38,214.41	36,785.59
2210 - O & M - All Other	3,800.00	3,800.00	0.00	5,229.63	-1,429.63
2295 - Supplies (Inventory & Tools Expense)	10,000.00	10,000.00	134.67	6,300.21	3,699.79
2565 - Depreciation/Amortization	903,000.00	903,000.00	78,970.05	624,205.51	278,794.49
2715 - Property Taxes	220,000.00	220,000.00	0.00	103,791.47	116,208.53
2805 - Water Resource Mgmt.	200,000.00	200,000.00	17,428.89	51,395.17	148,604.83
SubCategory: 52 - Other Operating Expense Total:	1,411,800.00	1,411,800.00	102,031.14	829,136.40	582,663.60
Category: 5 - O & M Expense Total:	2,641,800.00	2,641,800.00	271,300.80	1,736,807.47	904,992.53

Income Statement

For Fiscal: 2021 Period Ending: 08/31/2021

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Category: 6 - G & A Expense					
SubCategory: 60 - Personnel					
2115 - Administrative Services	290,000.00	290,000.00	24,148.37	186,735.82	103,264.18
2130 - Development/Water Svc. App.	1,000.00	1,000.00	0.00	0.00	1,000.00
2325 - Payroll Taxes	80,000.00	80,000.00	6,486.74	51,809.25	28,190.75
2355 - Worker's Compensation Insurance	15,000.00	15,000.00	1,633.00	9,619.00	5,381.00
2385 - Benefit Pay (Vac., sick, etc.)	185,000.00	185,000.00	16,523.88	107,969.80	77,030.20
2415 - Benefit Insurance (Pension,Life,Medical,Vision etc	250,000.00	250,000.00	20,127.47	163,193.98	86,806.02
2430 - Benefit Administrative Services	3,000.00	3,000.00	0.00	1,000.00	2,000.00
SubCategory: 60 - Personnel Total:	824,000.00	824,000.00	68,919.46	520,327.85	303,672.15
SubCategory: 61 - Other					
2445 - Office/IT Support	63,000.00	63,000.00	18,182.41	42,798.42	20,201.58
2505 - Directors Fees & Expense	34,000.00	34,000.00	1,501.94	21,829.22	12,170.78
2535 - Liability Insurance	30,000.00	30,000.00	0.00	35,510.00	-5,510.00
2595 - Communication	40,000.00	40,000.00	1,173.41	29,919.91	10,080.09
2625 - Dues & Publications	3,000.00	3,000.00	1,275.00	2,652.95	347.05
2655 - Outside Services	30,000.00	30,000.00	217.31	11,065.93	18,934.07
2745 - Income Tax Expense	14,000.00	14,000.00	0.00	11,856.00	2,144.00
2775 - Accounting	70,000.00	70,000.00	3,841.05	53,731.85	16,268.15
2776 - Legal	250,000.00	250,000.00	13,386.83	137,136.09	112,863.91
2790 - Human Resources Expense	45,000.00	45,000.00	9,610.89	39,015.27	5,984.73
2865 - All other	35,000.00	35,000.00	50.39	7,442.79	27,557.21
SubCategory: 61 - Other Total:	614,000.00	614,000.00	49,239.23	392,958.43	221,041.57
Category: 6 - G & A Expense Total:	1,438,000.00	1,438,000.00	118,158.69	913,286.28	524,713.72
Total Surplus (Deficit):	1,351,200.00	1,351,200.00	211,506.53	802,028.98	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - 10	1,351,200.00	1,351,200.00	211,506.53	802,028.98	549,171.02
Total Surplus (Deficit):	1,351,200.00	1,351,200.00	211,506.53	802,028.98	



San Antonio Water Company, CA

Item 4D
Balance Sheet
 Account Summary
 As Of 08/31/2021

Account	Name	Balance
Fund: 10 - 10		
Assets		
BalSubCategory: 10 - Cash		
10-00-00-10100-00000	Petty Cash	250.00
10-00-00-10201-00000	Checking Account-8431	2,130,749.19
10-00-00-10400-00000	Savings-CD Accounts	20,000.00
10-00-00-10415-00000	D&O Checking Account	488,340.34
10-00-00-10438-00000	Depre/Obsolescene Res (LAIF)	3,406,732.26
Total BalSubCategory 10 - Cash:		6,046,071.79
BalSubCategory: 11 - Accounts Receivable		
10-00-00-11100-00000	Accounts Receivable-Domestic	243,624.32
10-00-00-11200-00000	Accounts Receivable-Municipal	327,911.96
10-00-00-11250-00000	Accounts Receivable-Misc.	32,558.31
10-00-00-11260-00000	Accounts Receivable - Dormant	9,185.46
10-00-00-11275-00000	Contra Accounts Receivable - Unapplied Cre	-13,696.13
10-00-00-11300-00000	Accounts Receivable-Other	222,798.92
10-00-00-11301-00000	Note Receivable	1,032,000.00
Total BalSubCategory 11 - Accounts Receivable:		1,854,382.84
BalSubCategory: 12 - Inventory		
10-00-00-12100-00000	Inventories-Materials & Supply	94,649.96
Total BalSubCategory 12 - Inventory:		94,649.96
BalSubCategory: 13 - Prepaid		
10-00-00-13100-00000	Prepaid Insurance	8,868.75
10-00-00-13105-00000	PREPAID POSTAGE	369.00
10-00-00-13200-00000	Prepaid State Franchise Tax	144.00
Total BalSubCategory 13 - Prepaid:		9,381.75
BalSubCategory: 14 - Investments		
10-00-00-14150-00000	P.V.P.A. Investment	1.00
10-00-00-14151-00000	457B Plan Investment	42,459.47
Total BalSubCategory 14 - Investments:		42,460.47
BalSubCategory: 15 - Property, Plant, & Equipment		
10-00-00-15100-00000	Land & Water Rights	920,161.26
10-00-00-15110-1507J	Work in Progress "Proj J"	72,466.00
10-00-00-15110-1602U	Work in Progress	1,117,258.57
10-00-00-15110-1901	Work In Progress	807,390.59
10-00-00-15110-2001	Work In Progress	1,153,767.94
10-00-00-15110-2002	Work In Progress	129,428.57
10-00-00-15110-2003	Work In Progress	640,440.69
10-00-00-15110-2004	Work In Progress	51,828.34
10-00-00-15110-2101	Work In Progress	54.21
10-00-00-15110-2103	Work In Progress	100,482.37
10-00-00-15110-2104	Work In Progress	9,520.00
10-00-00-15110-2108	Work In Progress	80,000.00
10-00-00-15110-2109	Work In Progress	11,232.00
10-00-00-15110-2110	Work In Progress	95.17
10-00-00-15150-00000	Buildings & Site Improvements	1,746,624.52
10-00-00-15200-00000	Wells-Shafts, Bldgs, & Equip	4,887,026.90
10-00-00-15250-00000	Boosters-Bldgs & Equip	2,448,690.30
10-00-00-15300-00000	Reservoirs	3,081,787.33
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	16,441,208.14

Balance Sheet

As Of 08/31/2021

Account	Name	Balance
10-00-00-15500-00000	Autos & Equipment	513,205.56
10-00-00-15550-00000	Tools	106,751.11
10-00-00-15600-00000	Telemetry System	600,886.90
10-00-00-15650-00000	Office Equipment	523,769.10
10-00-00-15990-00000	Accumulated Depreciation	-14,063,716.68
Total BalSubCategory 15 - Property, Plant, & Equipment:		23,072,564.79
BalSubCategory: 16 - Other Assets		
10-00-00-16100-00000	Documents & Studies	907,379.38
10-00-00-16100-1905	WIP- Master Plan and Asset Management Prc	112,200.39
10-00-00-16100-2105	WIP-2020 URBAN WATER MANAGEMENT PI	19,071.19
10-00-00-16100-2106	WIP- WATER INFRASTRUCTURE ACT AND RE	25,672.49
10-00-00-16100-2111	WIP-2021 Amer's Water INFRA Act Emerg Ri	95.17
10-00-00-16990-00000	Accumulated Amortization	-708,940.60
Total BalSubCategory 16 - Other Assets:		355,478.02
Total Assets:		31,474,989.62
		<u>31,474,989.62</u>
Liability		
BalSubCategory: 13 - Prepaid		
10-00-00-20650-00000	Deferred Revenue Deposit	18,816.00
Total BalSubCategory 13 - Prepaid:		18,816.00
BalSubCategory: 20 - Short-term less than 1 year		
10-00-00-20100-00000	Trade Accounts Payable	129,558.45
10-00-00-20115-00000	D&O Trade Accounts Payable	5,888.81
10-00-00-20262-00000	Section 125 - Vision	0.02
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:		181,520.45
BalSubCategory: 21 - Long-term more than 1 year		
10-00-00-20152-00000	457B Deferred Comp Liability	42,459.47
10-00-00-21500-00000	Unclaimed Credits	614,939.12
10-00-00-22100-00000	Deferred Gain	1,029,178.33
Total BalSubCategory 21 - Long-term more than 1 year:		1,686,576.92
Total Liability:		1,886,913.37
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	2,432,256.77
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 Earngs-Brd Designated	5,436,069.53
10-00-00-30410-00000	Retained Earnings-Unrestricted	19,831,562.95
Total BalSubCategory 30 - Stockholder equity:		28,786,047.27
Total Beginning Equity:		28,786,047.27
Total Revenue		3,452,122.73
Total Expense		2,650,093.75
Revenues Over/Under Expenses		802,028.98
Total Equity and Current Surplus (Deficit):		29,588,076.25
Total Liabilities, Equity and Current Surplus (Deficit):		<u>31,474,989.62</u>

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

Institution	Type of Investment	Date of Maturity	Rate of Interest	Account Balance as of 8/31/2021	Reserves		
					Operating	Depreciation & Obsolescence	Modernization
Citizens Business Bank (CBB)	*Checking	N/A	No Interest	2,130,749.19	2,130,749.19		
Citizens Business Bank (CBB)	*D&O Checking	N/A	No Interest	488,340.34		\$ 488,340.34	
Local Agency Investment Fund	LAIF	N/A	0.221%	3,406,732.26	\$ -	\$ 2,694,373.26	\$ 712,359.00
Golden State Business Bank	12 Month C.D.	October 15, 2021	0.50%	20,000.00	\$ 20,000.00		
			TOTAL:	\$ 6,045,821.79	\$ 2,150,749.19	\$ 3,182,713.60	\$ 712,359.00

2021 Production

Item 4F

CHINO BASIN	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Yearly Production Rights = 1232	48.22%	48.22%	48.22%	48.27%	48.27%	54.91%	10.19%	20.12%	29.34%	39.01%	48.60%	58.21%	-
Well #12 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #15 - Domestic	0.26	-	-	0.21	-	-	0.21	-	-	-	-	-	0.68
Well #16 - Domestic	0.38	-	-	0.35	-	81.84	125.31	122.38	113.62	-	-	-	443.88
Well#18 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	0.63	-	-	0.57	-	81.84	125.53	122.38	113.62	-	-	-	444.56
CUCAMONGA BASIN	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Yearly Production Rights = 5938 (1438 10-yr Average Spread)	6.36%	10.93%	16.24%	26.51%	39.28%	52.24%	65.43%	78.74%	88.52%	98.67%	108.81%	119.54%	-
Well #2	116.28	106.84	119.05	110.77	111.87	107.97	110.79	110.97	104.07	-	-	-	998.61
Well #3	0.36	-	-	0.30	-	-	0.35	10.49	66.17	-	-	-	77.67
Well#19 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #22	9.59	12.37	14.41	33.01	44.77	58.63	58.30	56.08	45.57	-	-	-	332.75
Well #24	82.97	-	-	291.70	362.60	350.43	357.71	356.49	333.21	-	-	-	2,135.11
Well #31	1.60	-	-	0.44	6.56	15.09	23.63	5.57	13.38	-	-	-	66.27
Well #32 - Domestic	-	-	-	-	-	11.49	10.28	23.37	18.58	-	-	-	63.73
Upl. # 15 (SAWCo's Rts)	166.97	152.06	181.80	173.52	232.59	225.78	222.33	227.46	-	-	-	-	1,582.51
Subtotal	377.76	271.27	315.27	609.74	758.39	769.40	783.39	790.43	580.99	-	-	-	5,256.64
Upl. # 15 (WECWCo's Rts) Memo Only	-	-	-	-	-	-	-	-	-	-	-	-	-
SIX BASINS	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Yearly Production Rights = 932	9.99%	19.26%	29.56%	39.46%	49.43%	58.54%	67.45%	76.33%	84.78%	93.30%	101.78%	110.27%	-
Well #25-A	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #26	43.34	39.01	42.64	39.52	41.51	39.11	39.47	37.47	35.10	-	-	-	357.18
Well 27-A	49.74	47.43	53.37	52.72	51.47	45.80	43.56	45.34	43.59	-	-	-	433.02
Subtotal	93.09	86.44	96.01	92.24	92.98	84.91	83.03	82.82	78.70	-	-	-	790.20
TOTAL PUMPED	471.48	357.71	411.27	702.54	851.37	936.15	991.94	995.63	773.31	-	-	-	6,491.39
GRAVITY FLOW	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
V screen	185.92	206.08	236.83	190.51	158.15	110.86	99.15	68.27	51.23	-	-	-	1,307.01
backwash from city treatment plant	0.47	0.44	0.57	0.49	0.47	0.70	0.37	-	-	-	-	-	3.50
San Antonio Tunnel (forebay)	217.65	172.74	169.73	169.47	181.36	166.10	176.04	137.57	145.74	-	-	-	1,536.39
Frankish & Stamm Tunnel 8"	-	-	-	0.01	-	-	0.80	-	-	-	-	-	0.81
San Ant. Tunnel Connect to City	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL GRAVITY	404.04	379.26	407.13	360.48	339.99	277.66	276.36	205.84	196.96	-	-	-	2,847.71
Monthly													
San Antonio Tunnel	217.65	172.74	169.73	169.47	181.36	166.10	176.04	137.57	145.74	-	-	-	1,536.39
V Screen, Frankish & Stamm Tunnel and TP Backwash	186.39	206.51	237.40	191.01	158.63	111.56	100.33	68.27	51.23	-	-	-	1,311.33
Gravity Production	404.04	379.26	407.13	360.48	339.99	277.66	276.36	205.84	196.96	-	-	-	2,847.71
Cumulative													
San Antonio Tunnel	217.65	390.39	560.12	729.59	910.95	1,077.04	1,253.08	1,390.65	1,536.39	-	-	-	1,536.39
V Screen, Frankish & Stamm Tunnel and TP Backwash	186.39	392.91	630.31	821.31	979.94	1,091.50	1,191.82	1,260.10	1,311.33	-	-	-	1,311.33
Gravity Production	404.04	783.30	1,190.43	1,550.90	1,890.89	2,168.54	2,444.91	2,650.75	2,847.71	-	-	-	-
Purchased Water - Upl. City to Dom. Sys.	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Production	875.52	736.96	818.40	1,063.02	1,191.35	1,213.81	1,268.31	1,201.47	970.27	-	-	-	9,339.11
Total Cumulative Production	875.52	1,612.49	2,430.89	3,493.91	4,685.26	5,899.06	7,167.37	8,368.84	9,339.11	-	-	-	-
Domestic Production	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Domestic Production	218.28	172.74	169.73	170.03	181.36	259.43	311.85	283.31	277.94	-	-	-	2,044.68
Irrigation Production	657.24	564.22	648.67	892.99	1,009.99	954.38	956.46	918.16	692.33	-	-	-	7,294.43
Rainfall (Inches)													
RainFall (Inches)	3.31	0.03	1.52	0.88	0.45	0.01	0.19	-	-	-	-	-	-
Cumulative (Inches)	3.31	3.34	4.86	5.74	6.19	6.20	6.39	6.39	6.39	-	-	-	-

2021 Consumption

DOMESTIC	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Dom. Sys. - Base	61.06	32.19	65.32	53.12	142.97	35.73	139.41	81.22	121.25	-	-	-	732.27
Dom. Sys. - Supplemental	10.29	23.50	9.82	32.58	12.78	51.12	17.29	56.89	14.36	-	-	-	228.63
Dom Sys - Tier 3	4.81	20.39	4.48	29.01	8.13	32.52	3.20	40.95	4.93	-	-	-	148.42
Dom. Sys. - Del. to Upland(24th/Campus)	33.91	28.44	31.25	35.94	22.70	6.20	-	-	-	-	-	-	158.45
Dom. Sys. -Del. To Upland (Well 16/15)	-	-	-	0.35	-	81.84	125.31	122.38	113.62	-	-	-	443.50
Dom. Sys. - Del. to Upland(24th/Mtn)-installed 4/2/19	-	-	-	-	-	-	-	0.03	-	-	-	-	0.03
Tunnel meter to the Upland	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	110.07	104.52	110.87	151.00	186.58	207.41	285.21	301.47	254.16	-	-	-	1,711.30

Truck Loads - note only crosswall projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Well 32 Hydrant Mtr. - note only(started 8/6/18)Crosswalls	-	-	-	-	-	-	-	-	-	-	-	-	-

Irr. Note only Del. to MVWD(wheeled through Upland)	35.64	-	-	-	-	-	-	-	-	-	-	-	35.64
---	-------	---	---	---	---	---	---	---	---	---	---	---	-------

IRRIGATION	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Irrig. Sys.-Upland(Pump & Rec'd) (City W#15)	166.97	152.06	181.80	173.52	232.59	225.78	222.33	227.46	-	-	-	-	1,582.51
Irrig. Sys. - Upl. City - Tier 1	297.99	268.16	296.42	535.74	596.17	529.96	528.92	472.10	498.73	-	-	-	4,024.17
Irrig. Sys. - Upl. City - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Monte Vista - Tier 1	85.54	46.00	49.90	47.40	37.90	45.00	44.30	43.50	41.80	-	-	-	441.34
Irrig. Sys. - Monte Vista - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Ont. City - Tier 1	44.20	40.70	44.30	42.00	33.70	39.90	39.20	38.60	37.00	-	-	-	359.60
Irrig. Sys. - Ont. City - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Cucamonga Valley - Tier 1	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Cucamonga Valley - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Holiday Rock Co - Tier 1	14.52	14.52	14.29	18.22	21.60	21.88	31.06	31.30	24.41	-	-	-	191.81
Irrig. Sys. - Holiday Rock Co - Tier 2	0.85	0.43	-	-	-	-	-	-	-	-	-	-	1.28
Irrig. Sys. - Holiday Rock Co - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hill Golf Course - Tier 1	8.86	11.88	13.85	30.66	37.72	46.37	52.27	52.27	43.75	-	-	-	297.63
Irrig. Sys. - Red Hill Golf Course - Tier 2	-	-	-	0.75	5.11	9.82	3.02	1.88	-	-	-	-	20.36
Irrig. Sys. - Red Hill Golf Course - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 1	0.06	0.05	0.05	1.41	1.37	1.88	2.32	1.83	2.40	-	-	-	11.36
Irrig. Sys. - Red Hills HOA - Tier 2	-	-	-	0.11	-	-	-	-	0.21	-	-	-	0.32
Irrig. Sys. - Red Hills HOA - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Minor Irrigators - Tier 1	0.49	1.67	0.38	1.30	5.37	5.16	7.08	6.86	6.69	-	-	-	35.01
Irrig. Sys. - Minor Irrigators - Tier 2	-	-	-	0.12	1.58	1.57	0.51	0.56	0.43	-	-	-	4.76
Irrig. Sys. - Minor irrigators - Tier 3	-	-	-	-	-	0.03	-	-	-	-	-	-	0.03
TOTAL	619.49	535.47	600.98	851.22	973.10	927.35	930.99	876.15	655.41	-	-	-	6,970.17

COMPANY TOTALS	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
San Antonio Heights	76.16	76.08	79.62	114.71	163.88	119.37	159.90	179.06	140.54	-	-	-	1,109.32
City of Upland	498.87	448.65	509.48	745.55	851.46	843.79	876.55	821.96	612.35	-	-	-	6,208.66
Monte Vista Water District	85.54	46.00	49.90	47.40	37.90	45.00	44.30	43.50	41.80	-	-	-	441.34
City of Ontario	44.20	40.70	44.30	42.00	33.70	39.90	39.20	38.60	37.00	-	-	-	359.60
Cucamonga Valley Water District	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Rock Company	15.38	14.95	14.29	18.22	21.60	21.88	31.06	31.30	24.41	-	-	-	193.08
Red Hills Golf Course	8.86	11.88	13.85	31.41	42.83	56.19	55.28	53.94	43.75	-	-	-	317.99
Red Hill HOA	0.06	0.05	0.05	1.51	1.37	1.88	2.32	1.83	2.61	-	-	-	11.68
Minor Irrigators	0.49	1.67	0.38	1.42	6.95	6.76	7.59	7.42	7.12	-	-	-	39.80
TOTAL	729.57	639.99	711.86	1,002.22	1,159.68	1,134.76	1,216.20	1,177.61	909.57	-	-	-	8,681.46

IRRIGATORS	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Irrigator Emberton	0.03	0.05	0.04	0.58	0.47	1.41	0.87	0.93	0.80	-	-	-	5.19
Irrigator McMurray	-	-	-	-	-	-	0.60	-	-	-	-	-	0.60
Irrigator Mistretta	-	-	-	-	0.65	0.65	0.49	0.48	0.60	-	-	-	2.87
Irrigator Nisbit	-	-	-	-	1.12	-	0.88	1.18	0.90	-	-	-	4.08
Irrigator Scheu	-	0.75	-	-	4.00	4.00	4.01	4.00	4.00	-	-	-	20.75
Irrigator Pfister	0.46	0.87	0.34	0.84	0.72	0.70	0.74	0.83	0.81	-	-	-	6.30

2021 Spread and Storage

Cucamonga Basin	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
23rd St. (Meter) - Basin 6 - A	50.37	2.54	0.04	0.01	5.78	0.05	0.01	-	-	-	-	-	58.80
15th Street Basin	-	-	-	-	-	0.06	-	-	-	-	-	-	0.06
Basin 3 meter (23rd street Clock)	60.00	69.10	83.48	51.39	41.12	21.70	15.87	32.07	32.16	-	-	-	406.88
Frankish & Stamm Tunnel to Basin 3	-	-	-	0.01	-	-	0.80	-	-	-	-	-	0.81
Vscreen via Frankish & Stamm Meter to Basin 3	-	-	-	-	-	-	-	-	1.81	-	-	-	1.81
PRV Station (res 1)(basin 6)	0.32	-	-	-	-	-	-	-	-	-	-	-	0.32
Monthly Spread	110.69	71.64	83.53	51.41	46.90	21.80	16.68	32.07	33.97	-	-	-	468.68
Cumulative Spread	110.69	182.33	265.86	317.27	364.16	385.96	402.64	434.71	468.68	-	-	-	

Six Basins

Note: City of Upland Well Exercising may contribute to spread

Monthly Spread	33.29	17.80	17.24	9.08	10.63	14.00	9.52	1.42	0.15	-	-	-	113.12
Cumulative Spread	33.29	51.09	68.33	77.41	88.04	102.04	111.55	112.97	113.12	-	-	-	

Note: Maximum end of year storage limit: 2,000 AF

Previous Storage	1,953.00	1,970.87	1,979.90	1,978.80	1,973.31	1,968.62	1,975.38	1,979.53	1,975.81	-	-	-	
Spread	33.29	17.80	17.24	9.08	10.63	14.00	9.52	1.42	0.15	-	-	-	
Unused Monthly OSY	(15.42)	(8.77)	(18.34)	(14.57)	(15.31)	(7.24)	(5.36)	(5.15)	(1.03)	-	-	-	
Current Storage Estimate	1,971	1,980	1,979	1,973	1,969	1,975	1,980	1,976	1,975	-	-	-	

932 yearly OSY = 77.67 monthly OSY

Chino Basin

Monthly Spread	-	-	-	-	-	-	-	-	-	-	-	-	-
Cumulative Spread	-	-	-	-	-	-	-	-	-	-	-	-	-

Local Supplemental Account (Spreading)*	3,923.25	3,923.25	3,923.25	3,923.25	3,923.25	3,923.25	3,923.25	3,923.25	3,923.25	-	-	-	
Carry Over Account	1,232.00	1,232.00	1,232.00	1,232.00	1,232.00	1,232.00	1,232.00	1,232.00	1,232.00	-	-	-	
Excess Carry Over Account*	1,433.40	1,535.44	1,638.10	1,740.77	1,842.87	1,945.54	1,966.37	1,943.51	1,923.80	-	-	-	
Preemptive Replenishment Account	-	-	-	-	-	-	-	-	-	-	-	-	
Total Storage	6,588.65	6,690.69	6,793.35	6,896.02	6,998.12	7,100.79	7,121.62	7,098.76	7,079.05	-	-	-	
Spread	-	-	-	-	-	-	-	-	-	-	-	-	
Unused Monthly OSY	102.04	102.67	102.67	102.10	102.67	20.83	(22.86)	(19.71)	(10.96)	-	-	-	
Current Storage Estimate*	6,691	6,793	6,896	6,998	7,101	7,122	7,099	7,079	7,068	-	-	-	

1,232 yearly OSY = 102.67 monthly OSY

* Does not include yearly storage losses calc of 0.07%

Company Wide

Monthly Spread	143.98	89.44	100.77	60.49	57.52	35.80	26.19	33.49	34.12	-	-	-	581.80
Cumulative Spread	143.98	233.42	334.18	394.68	452.20	488.00	514.20	547.68	581.80	-	-	-	
Total Current Storage Estimate	8,662	8,773	8,875	8,971	9,069	9,097	9,078	9,055	9,043				

Meter to spread ponds (NOTE ONLY)	97.77	51.50	-	8,209.55	89.72	92.93	96.30	102.32	94.64	-	-	-	8,834.73
-----------------------------------	-------	-------	---	----------	-------	-------	-------	--------	-------	---	---	---	----------

2021 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%

Cucamonga Basin Production

Yearly Production Rights = 5938 (4,500AF + 1438AF 10-yr Average Spread)

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Production	377.76	271.27	315.27	609.74	758.39	769.40	783.39	790.43	580.99	-	-	-	
Cumulative Production	377.76	649.03	964.30	1,574.04	2,332.43	3,101.83	3,885.22	4,675.65	5,256.64	-	-	-	5,256.64
Cumulative Production Rights	494.85	989.69	1,484.54	1,979.39	2,474.23	2,969.08	3,463.93	3,958.78	4,453.62	-	-	-	5,938
% of Production Rights*	6.36%	10.93%	16.24%	26.51%	39.28%	52.24%	65.43%	78.74%	88.52%	98.67%	108.81%	119.54%	88.5%

Six Basins Production

Yearly Production Rights = 932AF

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Production	93.09	86.44	96.01	92.24	92.98	84.91	83.03	82.82	78.70	-	-	-	
Cumulative Production	93.09	179.53	275.53	367.77	460.75	545.66	628.68	711.50	790.20	-	-	-	790.20
Cumulative Production Rights	77.68	155.35	233.03	310.70	388.38	466.05	543.73	621.40	699.08	-	-	-	932
% of Production Rights*	9.99%	19.26%	29.56%	39.46%	49.43%	58.54%	67.45%	76.33%	84.78%	93.30%	101.78%	110.27%	84.8%

Chino Basin Production

Note: Chino Basin production rights are calculated from July through June.

Yearly Production Rights = 1232AF

	Dec-19	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR	
Production		0.63	-	-	0.57	-	81.84	125.53	122.38	113.62	-	-	-	444.56	
Cumulative Production for 2020		0.63	0.63	0.63	1.20	1.20	83.04	208.56	330.94	444.56	-	-	-		
Water Year 20-21															
Cumulative Production	593.50	594.13	594.13	594.13	594.70	594.70	676.54								676.54
Cumulative Rights	616.00	718.67	821.33	924.00	1,026.67	1,129.33	1,232.00								1,232.00
% of Production Rights 19-20*		48.22%	48.22%	48.22%	48.27%	48.27%	54.91%								
Water Year 21-22															
Cumulative Production								125.53	247.90	361.53	-	-	-	734.95	
Cumulative Rights								102.67	205.33	308.00	410.67	513.33	616.00	1,232.00	
% of Production Rights 20-21*								10.19%	20.12%	29.34%	39.01%	48.60%	58.21%		

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

Chino Basin	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	WY1920
Water Year 19-20													
Cumulative Production	131.34	260.92	384.03	499.44	593.50	593.50	594.13	594.13	594.13	594.69	594.69	676.53	
Cumulative Rights	102.67	205.33	308.00	410.67	513.33	616.00	718.67	821.33	924.00	1,026.67	1,129.33	1,232.00	1,232.00
% of Production Rights 1920	10.66%	21.18%	31.17%	40.54%	48.17%	48.17%	48.22%	48.22%	48.22%	48.27%	48.27%	54.91%	

2021 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-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	729.57	639.99	711.86	1,002.22	1,159.68	1,134.76	1,216.20	1,177.61	909.57	-	-	-	
Cumulative Consumption	729.57	1,369.55	2,081.41	3,083.63	4,243.31	5,378.07	6,594.28	7,771.89	8,681.46	-	-	-	8,681.46
<i>Cumulative Entitlement (straight line)</i>	<i>1,047.68</i>	<i>2,095.37</i>	<i>3,143.05</i>	<i>4,190.73</i>	<i>5,238.41</i>	<i>6,286.10</i>	<i>7,333.78</i>	<i>8,381.46</i>	<i>9,429.15</i>	-	-	-	12,572
% of Entitlement*	5.80%	10.89%	16.56%	24.53%	33.75%	42.78%	52.45%	61.82%	69.05%	76.51%	83.96%	91.99%	69.1%

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

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	729.57	639.99	711.86	1,002.22	1,159.68	1,134.76	1,216.20	1,177.61	909.57	-	-	-	
Cumulative Consumption	729.57	1,369.55	2,081.41	3,083.63	4,243.31	5,378.07	6,594.28	7,771.89	8,681.46	-	-	-	8,681.46
<i>Cumulative Entitlement (straight line)</i>	<i>1,083.33</i>	<i>2,166.67</i>	<i>3,250.00</i>	<i>4,333.33</i>	<i>5,416.67</i>	<i>6,500.00</i>	<i>7,583.33</i>	<i>8,666.67</i>	<i>9,750.00</i>	-	-	-	13,000
% of Entitlement*	5.61%	10.54%	16.01%	23.72%	32.64%	41.37%	50.73%	59.78%	66.78%	73.99%	81.20%	88.97%	66.8%

Production versus Consumption, Company Wide

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Production	875.52	736.96	818.40	1,063.02	1,191.35	1,213.81	1,268.31	1,201.47	970.27	-	-	-	9,339.11
Consumption	729.57	639.99	711.86	1,002.22	1,159.68	1,134.76	1,216.20	1,177.61	909.57	-	-	-	8,681.46
Spread	143.98	89.44	100.77	60.49	57.52	35.80	26.19	33.49	34.12	-	-	-	581.80
Total Consumption	873.55	729.42	812.62	1,062.71	1,217.20	1,170.57	1,242.40	1,211.10	943.69	-	-	-	9,263.26
Difference	1.98	7.54	5.78	0.30	(25.85)	43.24	25.91	(9.63)	26.58	-	-	-	75.84
% of Production	0.2%	1.0%	0.7%	0.0%	-2.2%	3.6%	2.04%	-0.8%	2.7%	0.0%	0.0%	0.0%	0.8%

Production versus Consumption, Domestic System

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Production	218.28	172.74	169.73	170.03	181.36	259.43	311.85	283.31	277.94	-	-	-	2,044.68
Consumption	110.07	104.52	110.87	151.00	186.58	207.41	285.21	301.47	254.16	-	-	-	1,711.30
Monthly Difference	108.21	68.23	58.86	19.03	(5.22)	52.02	26.64	(18.15)	23.78	-	-	-	333.38
% difference	98.30%	65.28%	53.08%	12.60%	-2.80%	25.08%	9.34%	-6.02%	9.36%	0.00%	0.00%	0.00%	19.5%

Production versus Consumption, Irrigation System

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Production	657.24	564.22	648.67	892.99	1,009.99	954.38	956.46	918.16	692.33	-	-	-	7,294.43
Addition from Domestic	108.21	68.23	58.86	19.03	(5.22)	52.02	26.64	(18.15)	23.78	-	-	-	333.38
Total Production	765.45	632.45	707.53	912.02	1,004.77	1,006.40	983.10	900.00	716.11	-	-	-	7,627.81
Consumption	763.47	624.91	701.75	911.71	1,030.62	963.15	957.19	909.63	689.53	-	-	-	7,551.97
Monthly Difference	1.98	7.54	5.78	0.30	(25.85)	43.24	25.91	(9.63)	26.58	-	-	-	75.84
% difference	0.26%	1.21%	0.82%	0.03%	-2.51%	4.49%	2.71%	-1.06%	3.85%	0.00%	0.00%	0.00%	1.0%

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

2021 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-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	729.57	639.99	711.86	1,002.22	1,159.68	1,134.76	1,216.20	1,177.61	909.57	-	-	-	
Cumulative Consumption	729.57	1,369.55	2,081.41	3,083.63	4,243.31	5,378.07	6,594.28	7,771.89	8,681.46	-	-	-	8,681.46
Cumulative Entitlement	984.12	1,968.25	2,968.97	3,984.49	5,033.15	6,122.41	7,239.33	8,356.26	9,473.19	-	-	-	12,572.19
% of Yearly Entitlement*	5.80%	10.89%	16.56%	24.53%	33.75%	42.78%	52.45%	61.82%	69.05%	76.51%	83.96%	91.99%	69.05%

Shares	6,179
--------	-------

COMPANY TOTALS

All Shares

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	729.57	639.99	711.86	1,002.22	1,159.68	1,134.76	1,216.20	1,177.61	909.57	-	-	-	
Cumulative Consumption	729.57	1,369.55	2,081.41	3,083.63	4,243.31	5,378.07	6,594.28	7,771.89	8,681.46	-	-	-	8,681.46
Cumulative Entitlement	1,083.33	2,166.67	3,250.00	4,333.33	5,416.67	6,500.00	7,583.33	8,666.67	9,750.00	-	-	-	13,000.00
% of Yearly Entitlement*	5.61%	10.54%	16.01%	23.72%	32.64%	41.37%	50.73%	59.78%	66.78%	73.99%	81.20%	88.97%	66.78%

Shares	6,389
--------	-------

San Antonio Heights

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	76.16	76.08	79.62	114.71	163.88	119.37	159.90	179.06	140.54	-	-	-	
Cumulative Consumption	76.16	152.24	231.86	346.57	510.45	629.82	789.72	968.78	1,109.32	-	-	-	1,109.32
Cumulative Entitlement	68.48	136.95	215.53	303.12	410.89	543.36	692.68	842.00	991.32	-	-	-	1,268.66
% of Yearly Entitlement*	6.00%	12.00%	18.28%	27.32%	40.24%	49.64%	62.25%	76.36%	87.44%	99.34%	111.23%	123.12%	87.44%

Shares	624
--------	-----

City of Upland

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	498.87	448.65	509.48	745.55	851.46	843.79	876.55	821.96	612.35	-	-	-	
Cumulative Consumption	498.87	947.52	1,457.00	2,202.55	3,054.01	3,897.79	4,774.34	5,596.31	6,208.66	-	-	-	6,208.66
Cumulative Entitlement	765.53	1,531.06	2,296.59	3,062.13	3,827.66	4,593.19	5,358.72	6,124.25	6,889.78	-	-	-	9,186.38
% of Yearly Entitlement*	5.43%	10.31%	15.86%	23.98%	33.24%	42.43%	51.97%	60.92%	67.59%	74.49%	81.39%	89.55%	67.59%

Shares	4,514.75
--------	----------

Monte Vista Water District

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	85.54	46.00	49.90	47.40	37.90	45.00	44.30	43.50	41.80	-	-	-	
Cumulative Consumption	85.54	131.54	181.44	228.84	266.74	311.74	356.04	399.54	441.34	-	-	-	441.34
Cumulative Entitlement	56.04	112.08	168.12	224.16	280.20	336.24	392.28	448.32	504.36	-	-	-	672.48
% of Yearly Entitlement*	12.72%	19.56%	26.98%	34.03%	39.66%	46.36%	52.94%	59.41%	65.63%	72.26%	78.83%	85.38%	65.63%

Shares	331
--------	-----

City of Ontario

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR
Consumption	44.20	40.70	44.30	42.00	33.70	39.90	39.20	38.60	37.00	-	-	-	
Cumulative Consumption	44.20	84.90	129.20	171.20	204.90	244.80	284.00	322.60	359.60	-	-	-	359.60
Cumulative Entitlement	50.06	100.13	150.19	200.25	250.32	300.38	350.44	400.51	450.57	-	-	-	600.76
% of Yearly Entitlement*	7.36%	14.13%	21.51%	28.50%	34.11%	40.75%	47.27%	53.70%	59.86%	66.44%	72.96%	79.46%	59.86%

Shares	295
--------	-----

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

2021 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-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR	Shares	4
Consumption	-	-	-	-	-	-	-	-	-	-	-	-			
Cumulative Consumption	-	-	-	-	-	-	-	-	-	-	-	-	-		
Cumulative Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	8.14		
% of Yearly Entitlement*															

Holiday Rock Company

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR	Shares	132
Consumption	15.38	14.95	14.29	18.22	21.60	21.88	31.06	31.30	24.41	-	-	-			
Cumulative Consumption	15.38	30.33	44.61	62.83	84.43	106.32	137.37	168.67	193.08	-	-	-	193.08		
Cumulative Entitlement	14.52	29.05	45.72	64.29	87.15	115.25	146.92	178.60	210.27	-	-	-	269.10		
% of Yearly Entitlement*	5.71%	11.27%	16.58%	23.35%	31.38%	39.51%	51.05%	62.68%	71.75%	81.09%	90.41%	99.87%	71.75%		

Red Hills Golf Course

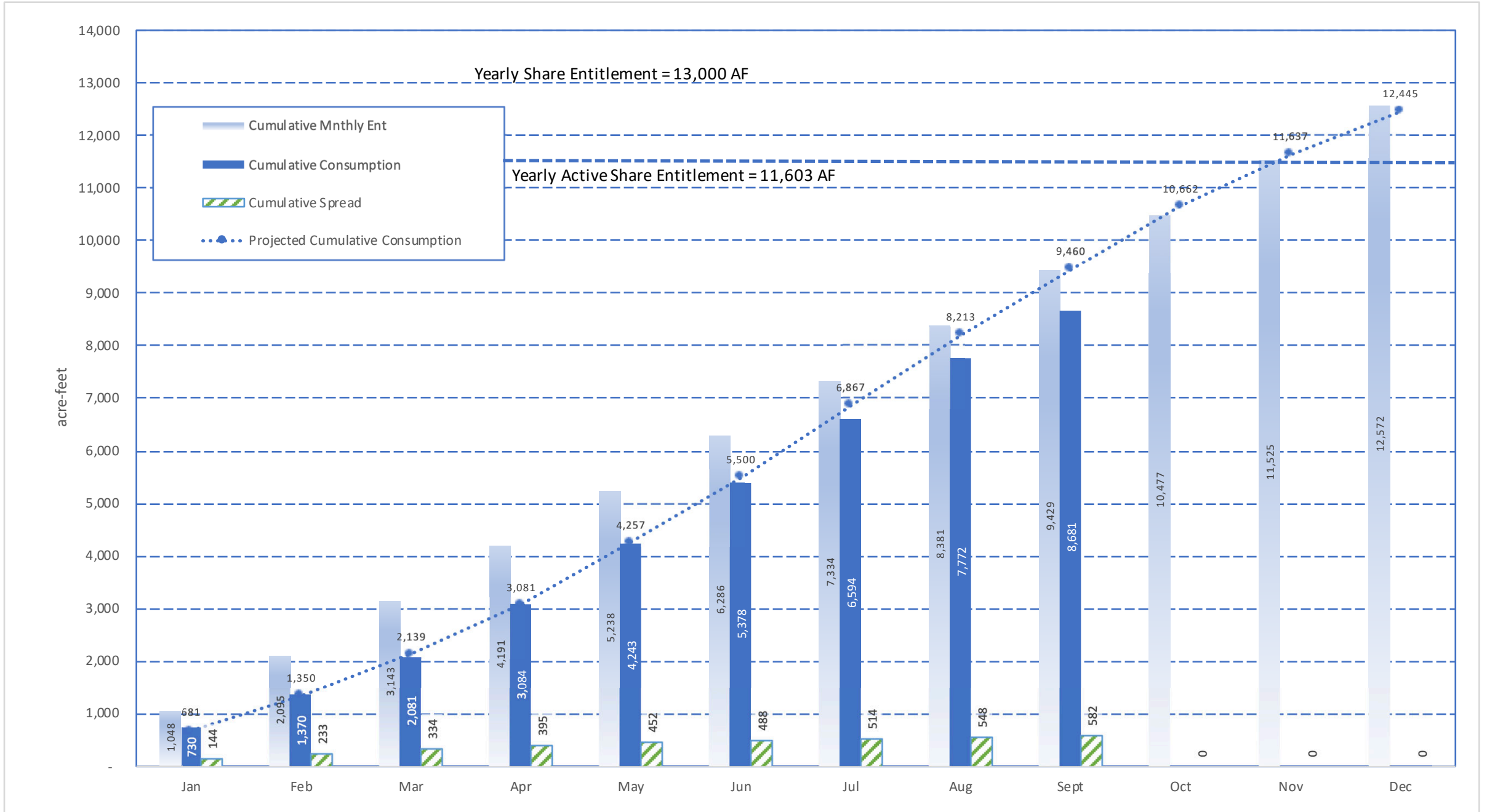
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR	Shares	218
Consumption	8.86	11.88	13.85	31.41	42.83	56.19	55.28	53.94	43.75	-	-	-			
Cumulative Consumption	8.86	20.74	34.59	66.00	108.83	165.02	220.30	274.24	317.99	-	-	-	317.99		
Cumulative Entitlement	23.97	47.94	75.45	106.10	143.83	190.20	242.46	294.73	347.00	-	-	-	444.08		
% of Yearly Entitlement*	2.00%	4.67%	7.79%	14.86%	24.51%	37.16%	49.61%	61.75%	71.61%	81.70%	91.78%	102.05%	71.61%		

Minor Irrigators

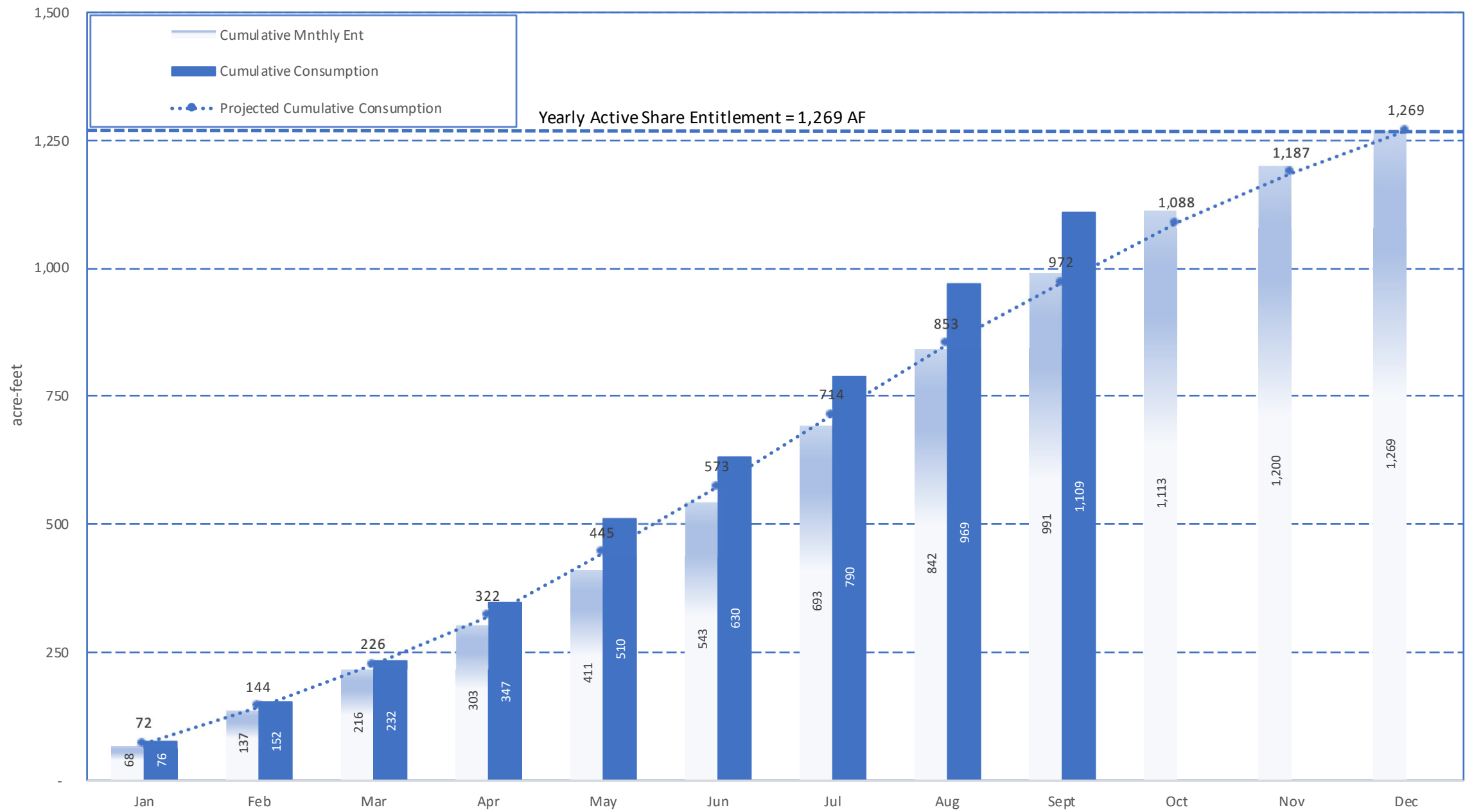
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	THIS YEAR	Shares	50
Consumption	0.49	1.67	0.38	1.42	6.95	6.76	7.59	7.42	7.12	-	-	-			
Cumulative Consumption	0.49	2.17	2.54	3.97	10.91	17.67	25.26	32.68	39.80	-	-	-	39.80		
Cumulative Entitlement	5.52	11.04	17.37	24.43	33.11	43.79	55.83	67.86	79.89	-	-	-	102.25		
% of Yearly Entitlement*	0.48%	2.12%	2.49%	3.88%	10.67%	17.28%	24.71%	31.96%	38.92%	45.92%	52.91%	59.90%	38.92%		

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

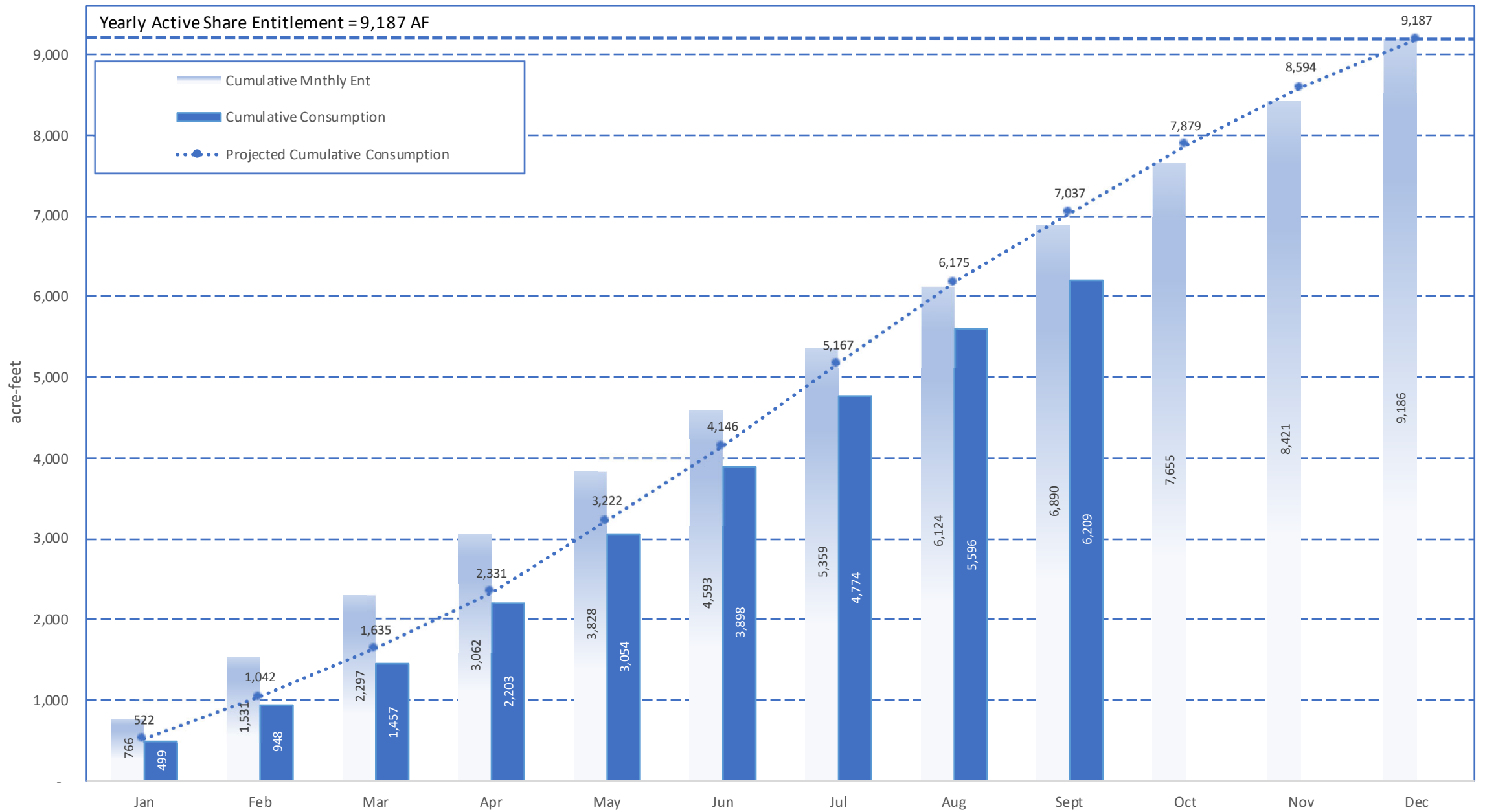
2021 Consumption Chart



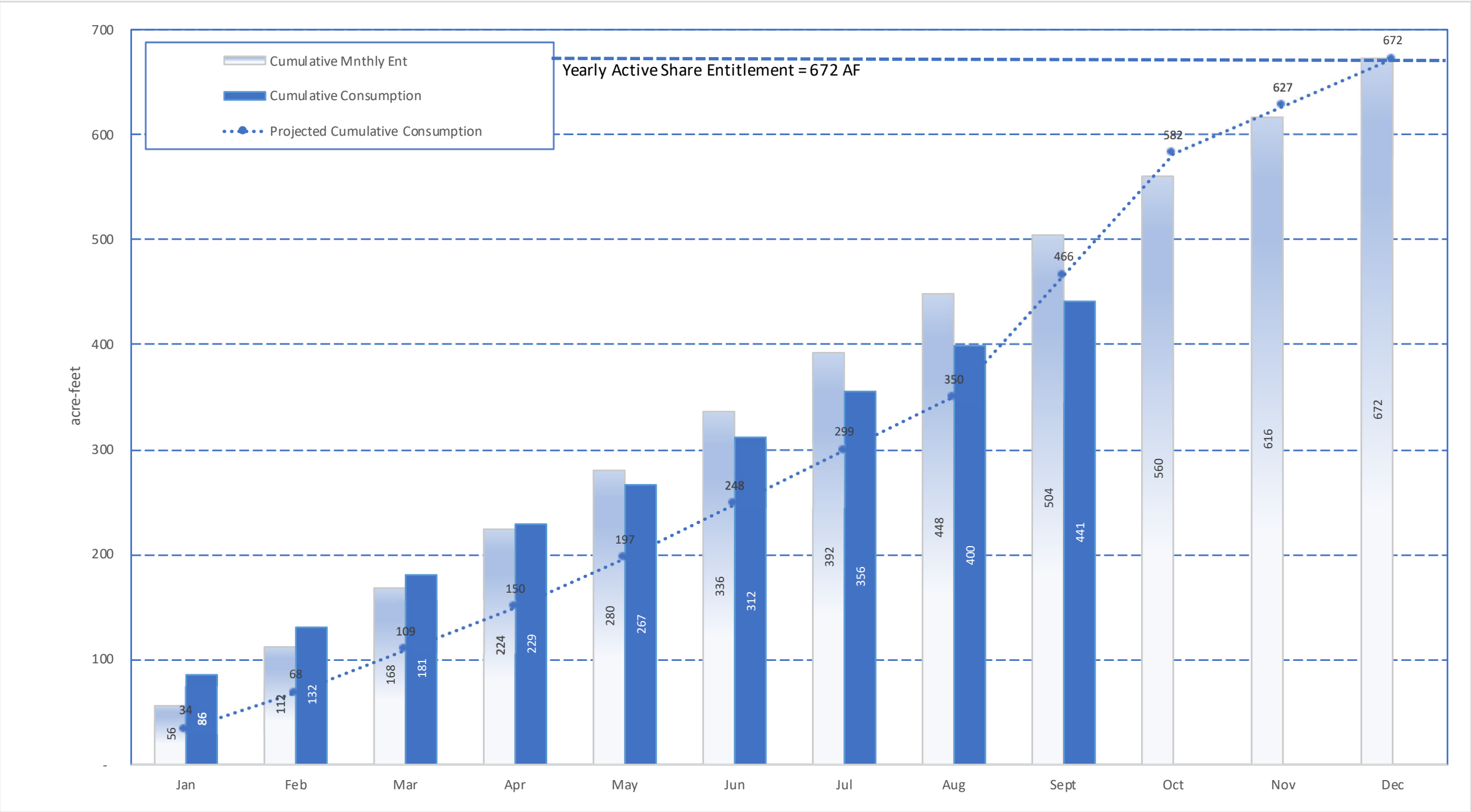
2021 Domestic Consumption



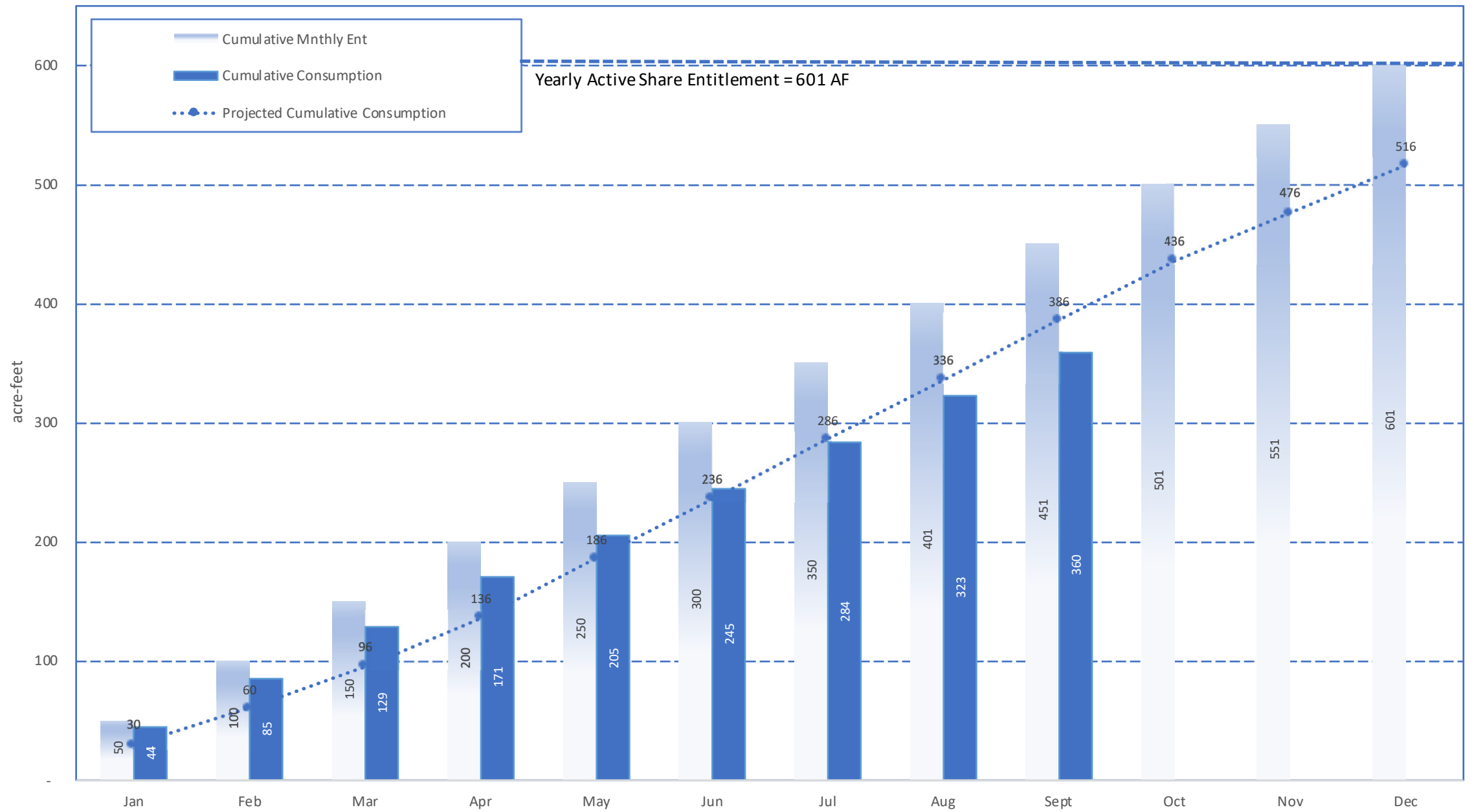
2021 Upland Consumption



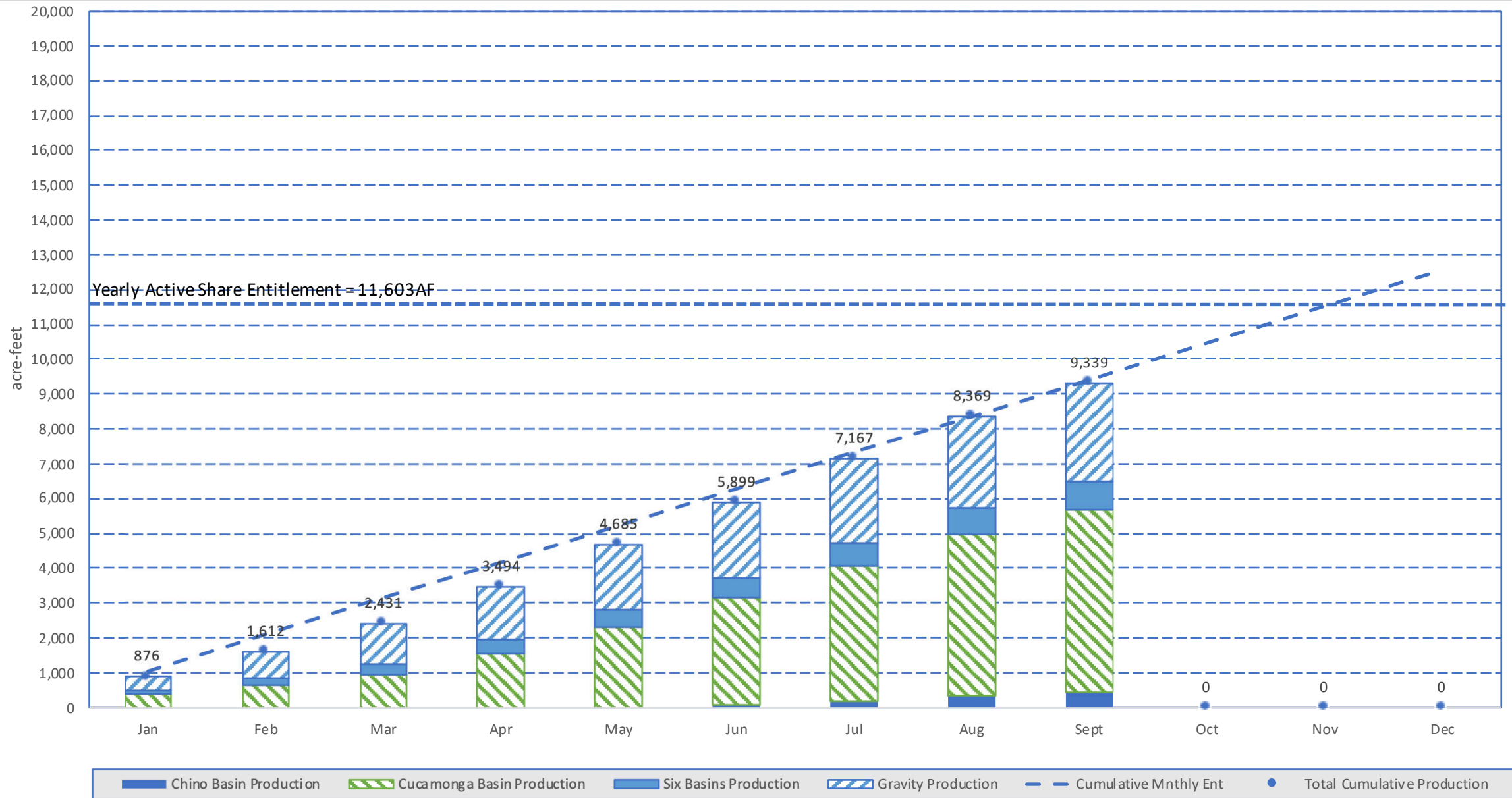
2021 Monte Vista Consumption



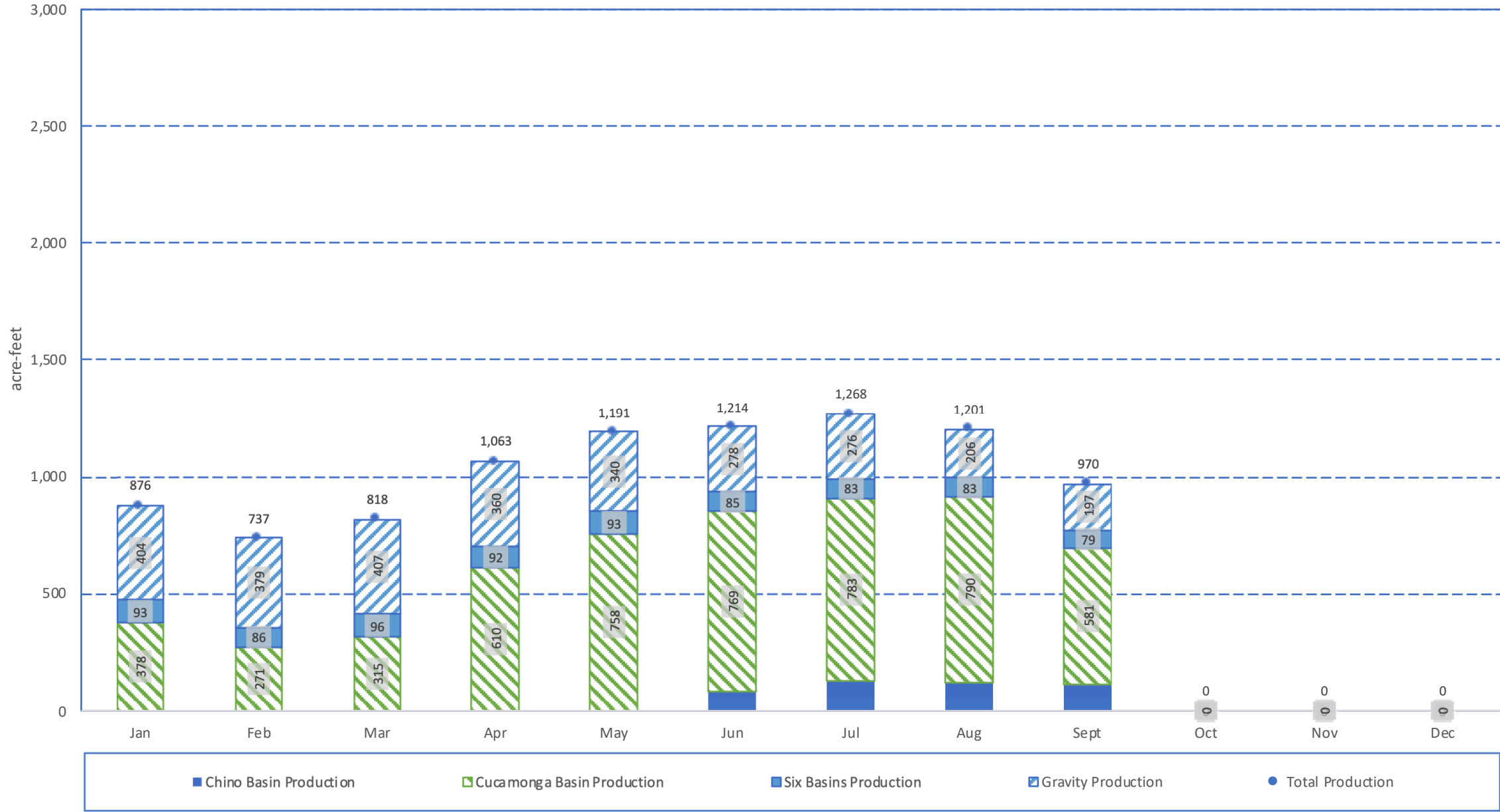
2021 Ontario Consumption



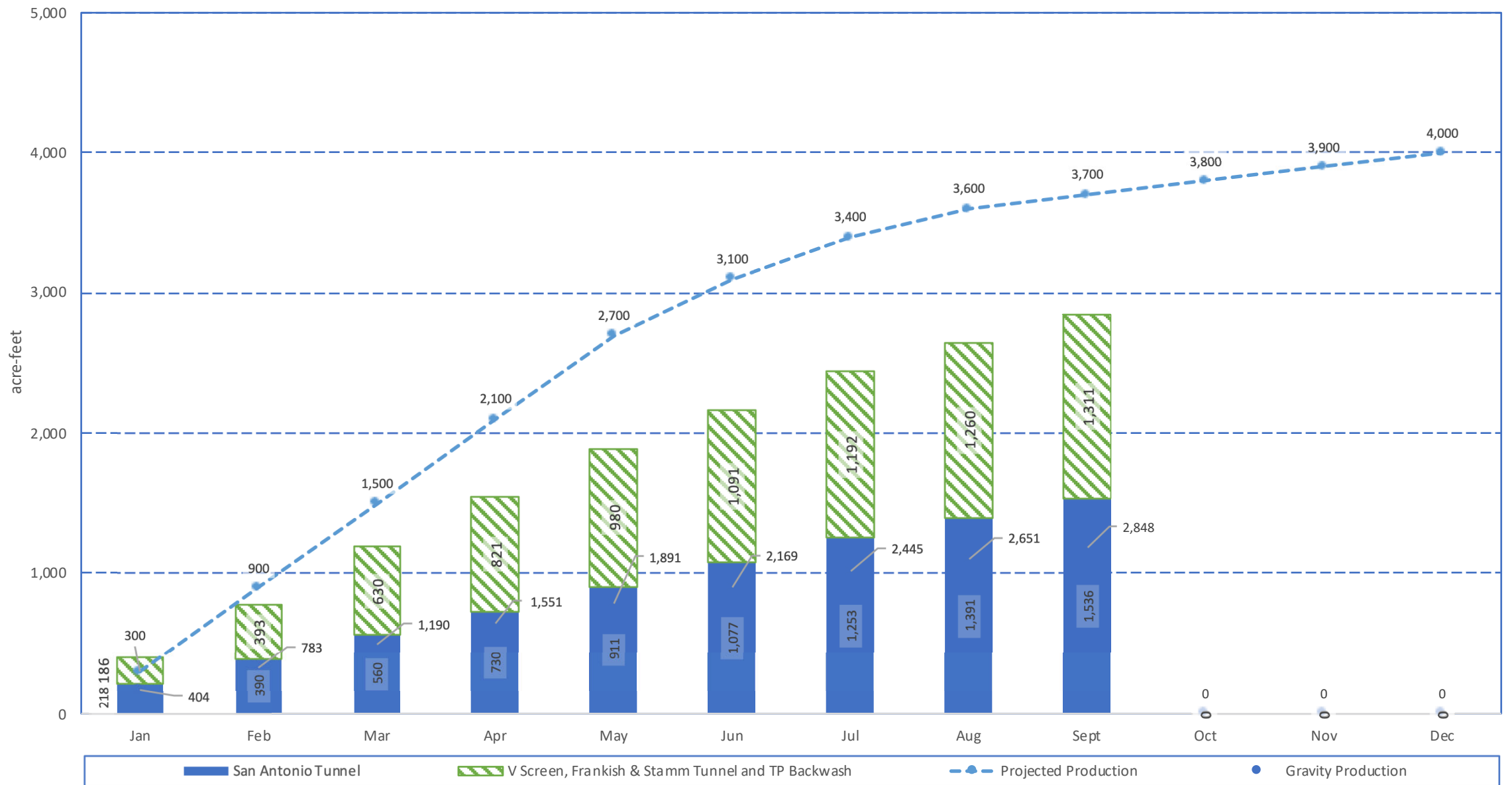
2021 Total Yearly Production



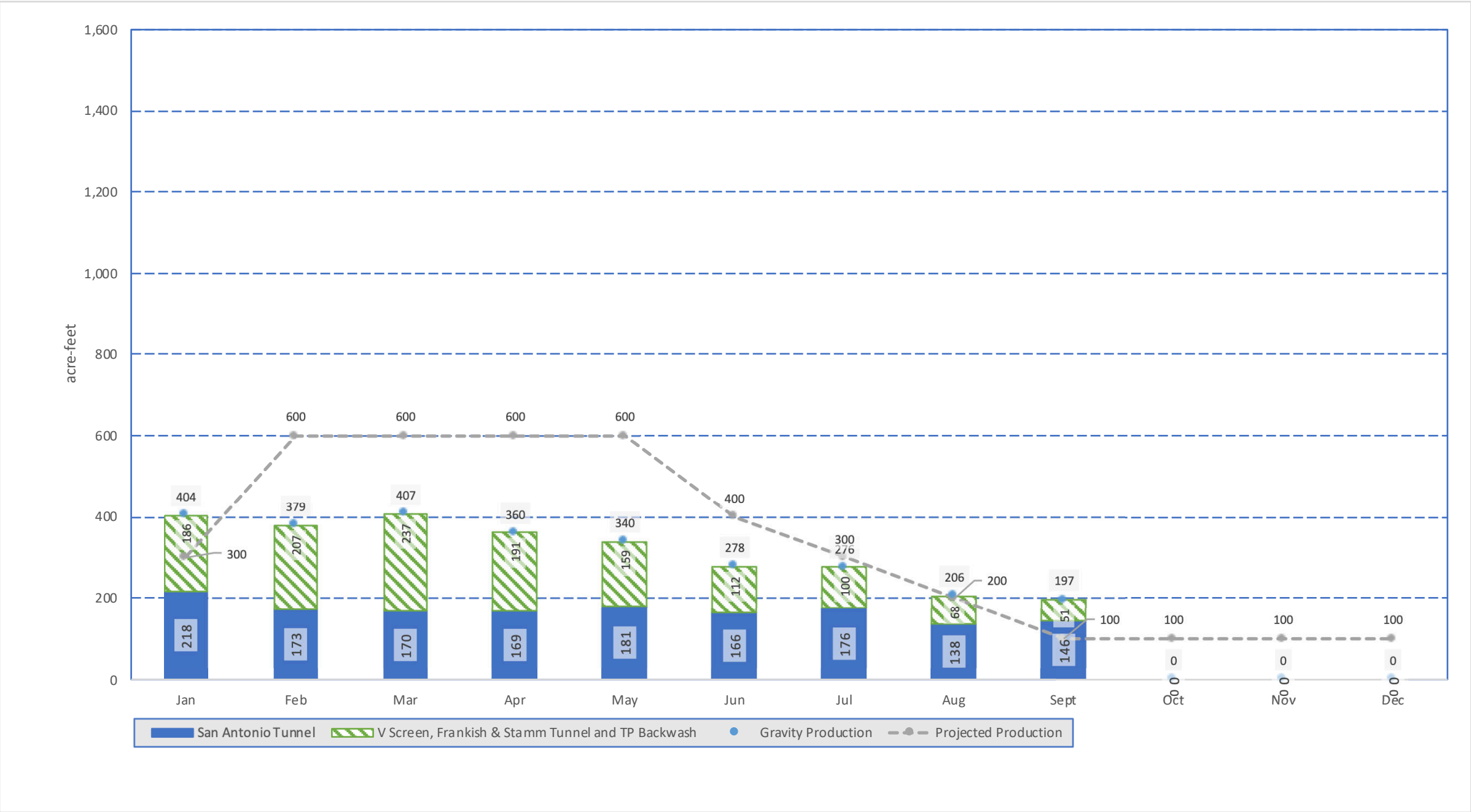
2021 Monthly Production



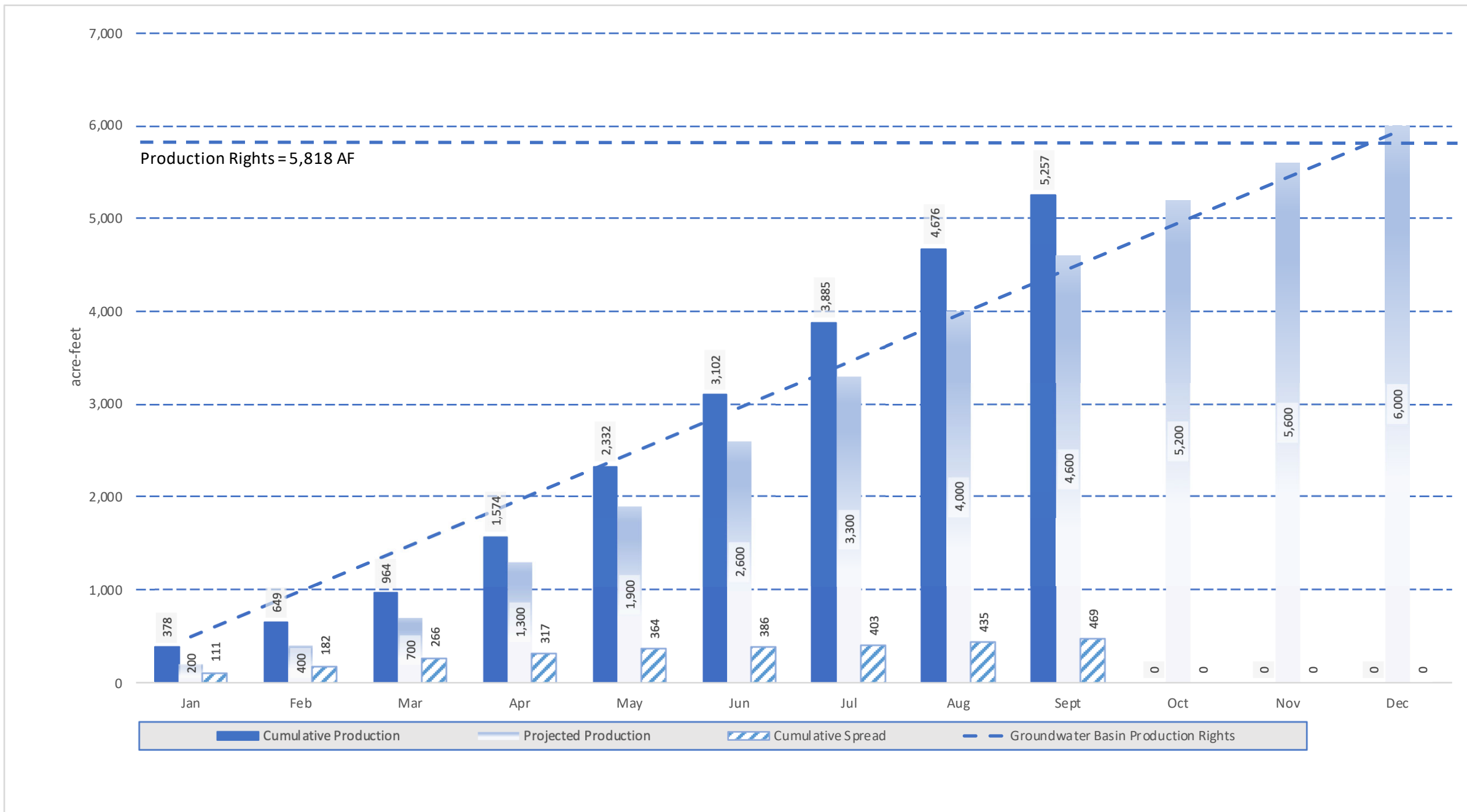
2021 Gravity Cumulative



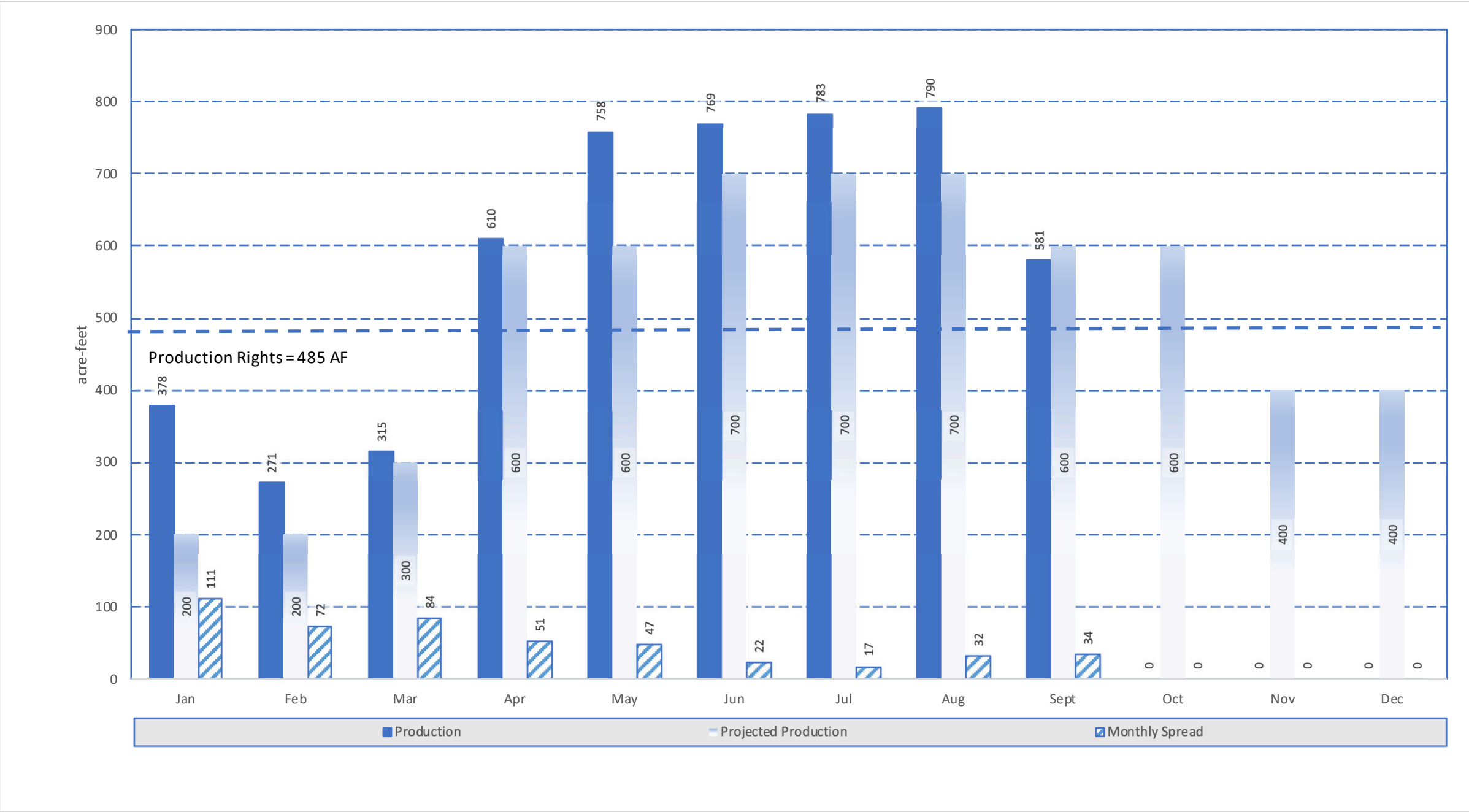
2021 Gravity Monthly



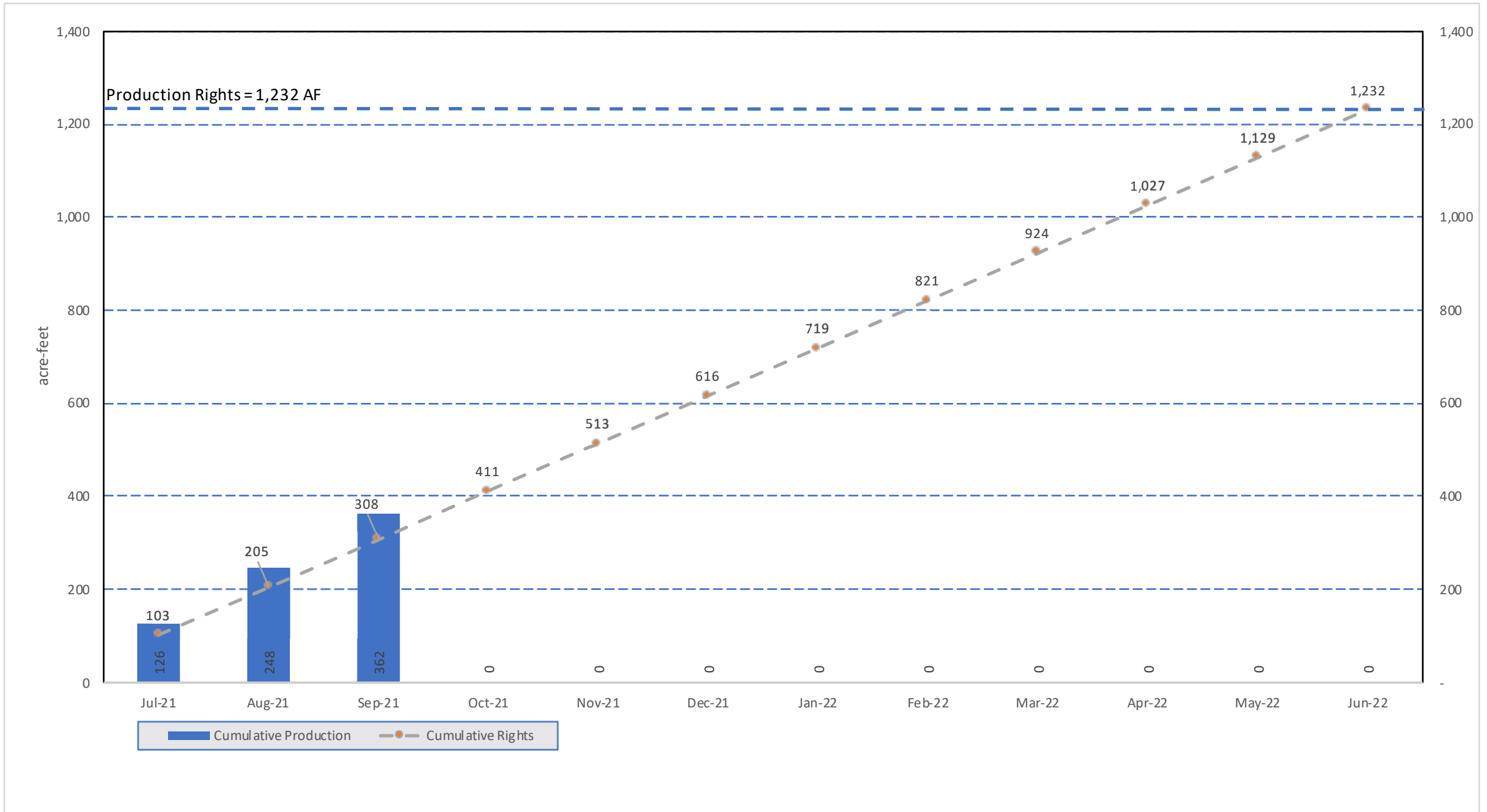
2021 Cucamonga Basin Cumulative



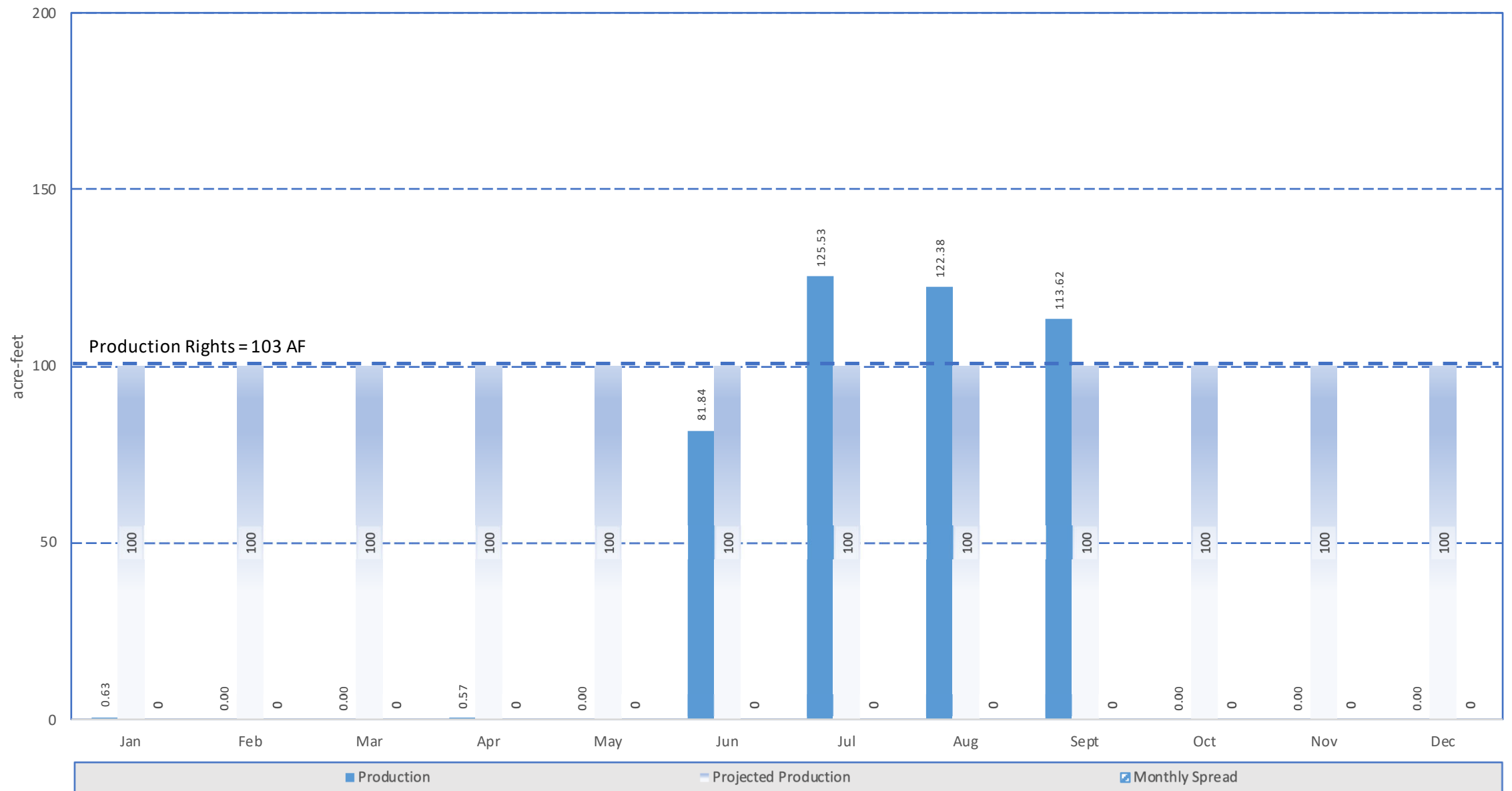
2021 Cucamonga Basin Monthly



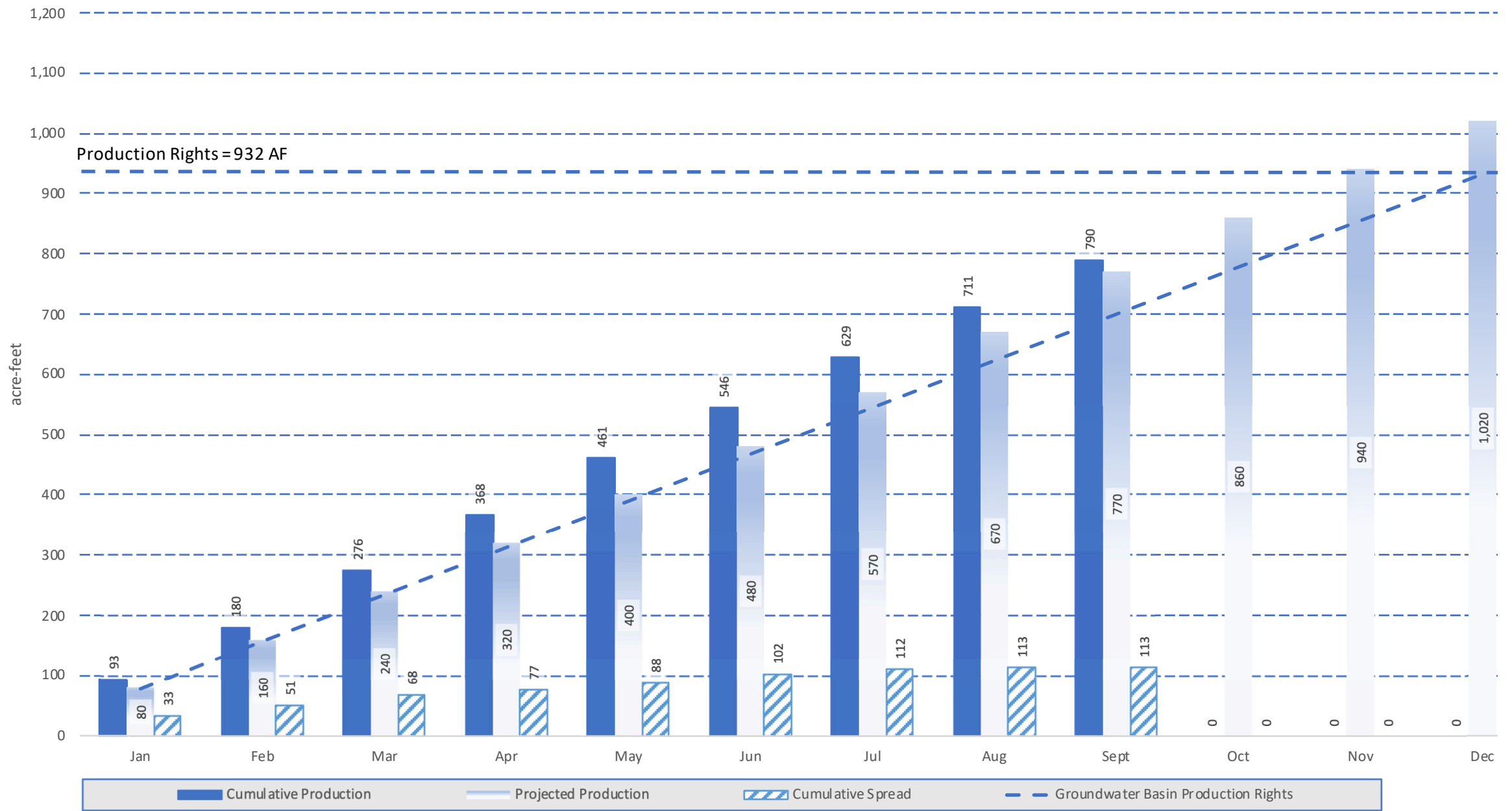
2122 Chino Basin Cumulative



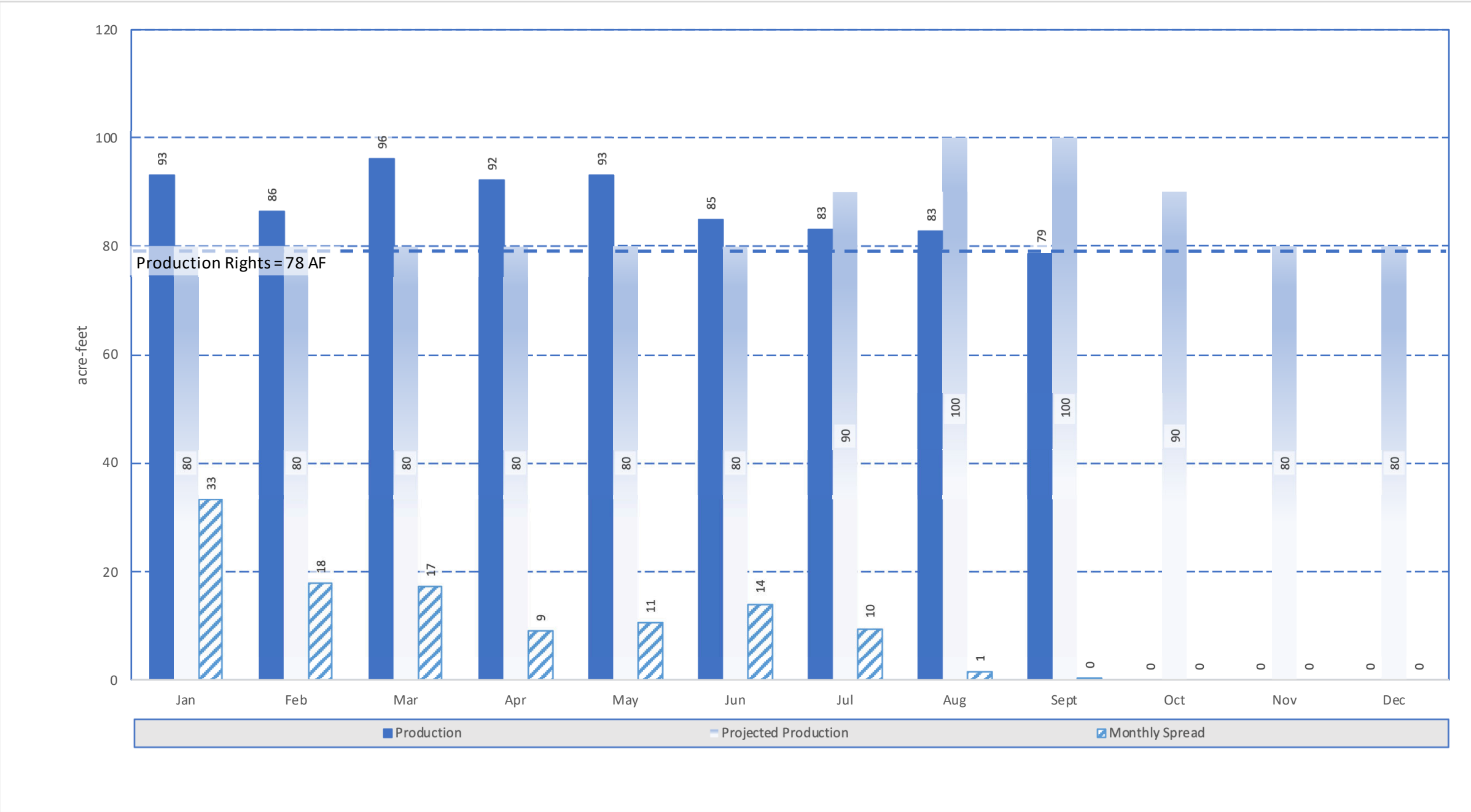
2021 Chino Basin Monthly



2021 Six Basins Cumulative



2021 Six Basins Monthly



September 2021 Monthly Waterscope Review Data

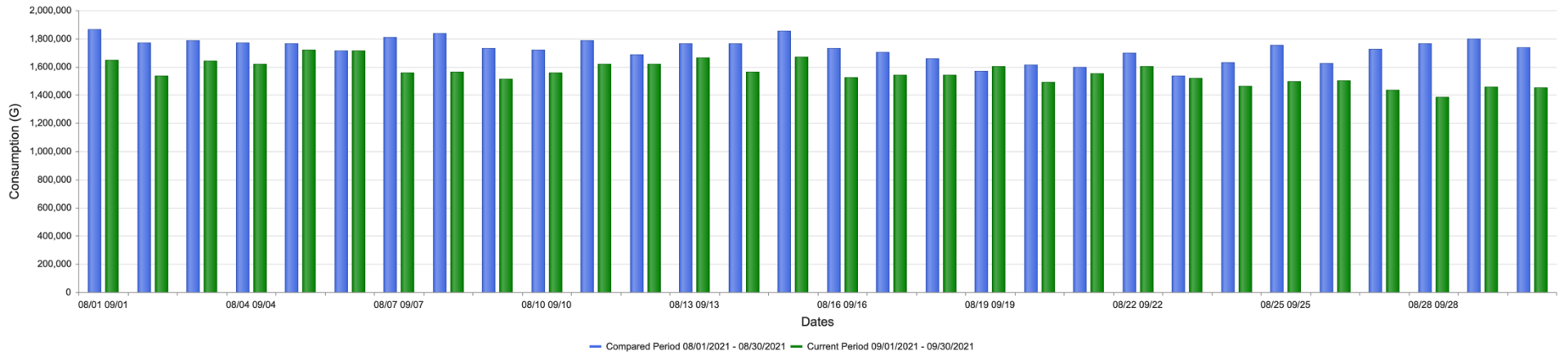


Figure 1 - Daily Consumption

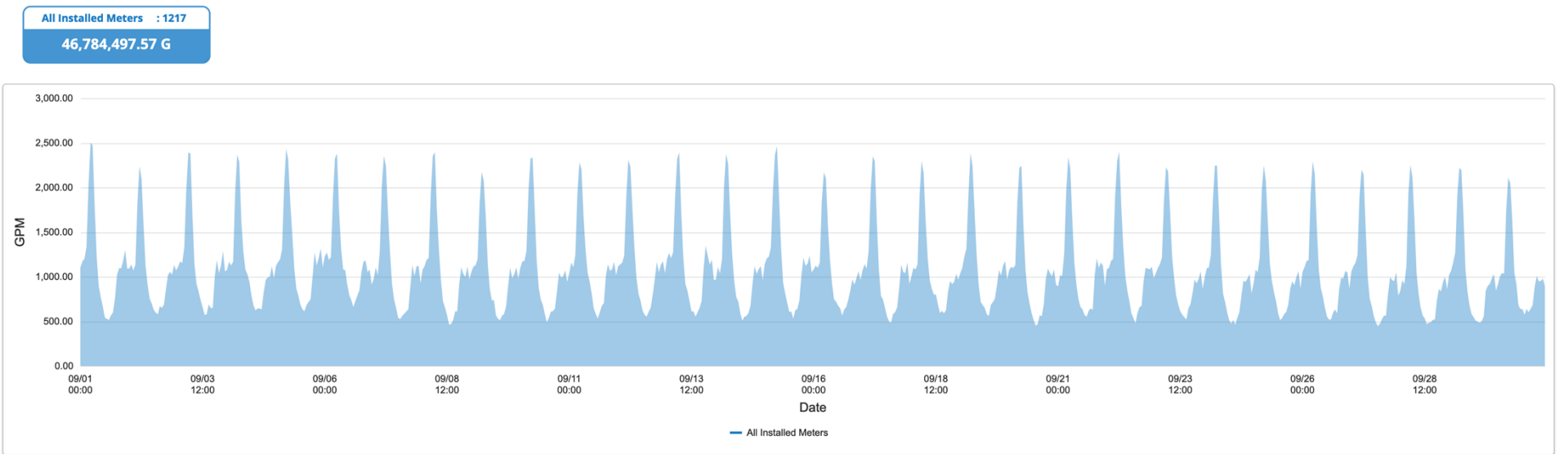


Figure 2 - Daily Usage

September 2021 Monthly Waterscope Review Data

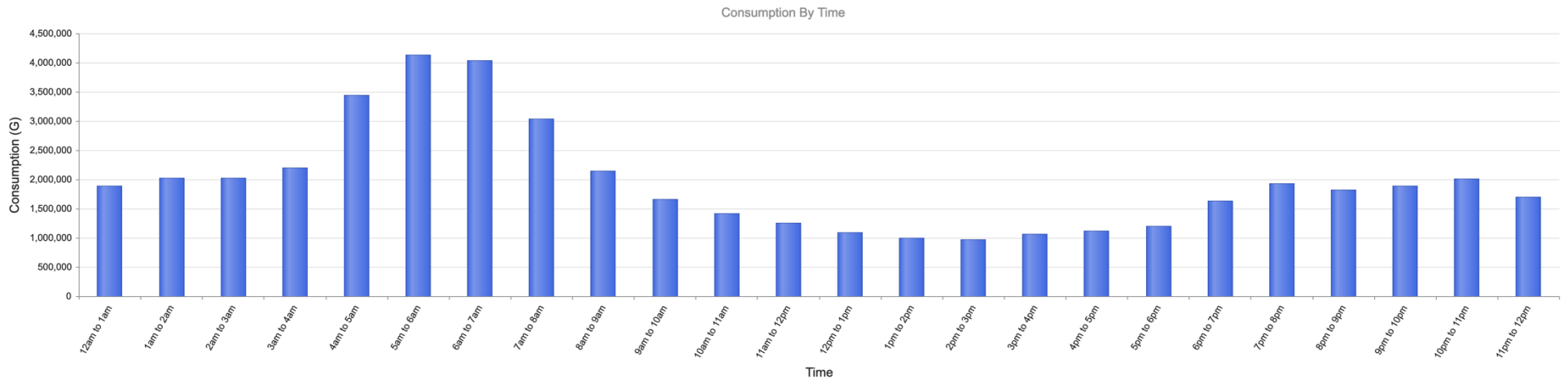


Figure 3 - Diurnal Curve

September 2021 Monthly Waterscope Review Data

LEAK STATISTICS

Current Leak Statistics

Date: 9/30/2021 12:00:00 AM
 Avg. Leak Rate: 0.28 GPM
 Leak Consumption: 148,919.76 G
 Daily Total Consumption: 1,455,257.98 G
 Total Leak Meters: 371

Leak (%) - of Total Consumption: 10.23 %



Leak Conditions

Threshold Leak: 96
 Leak: 275
 Intermittent Leak: 170
 Percent Use: 678

Comparative Leak Statistics

Date: 9/1/2021
 Avg. Leak Rate: 0.34 GPM
 Leak Consumption: 188,409.85 G
 Daily Total Consumption: 1,646,324.85 G
 Total Leak Meters: 387

Leak (%) - of Total Consumption: 11.44 %



Leak Conditions

Threshold Leak: 111
 Leak: 276
 Intermittent Leak: 156
 Percent Use: 732

Leaks Analytics

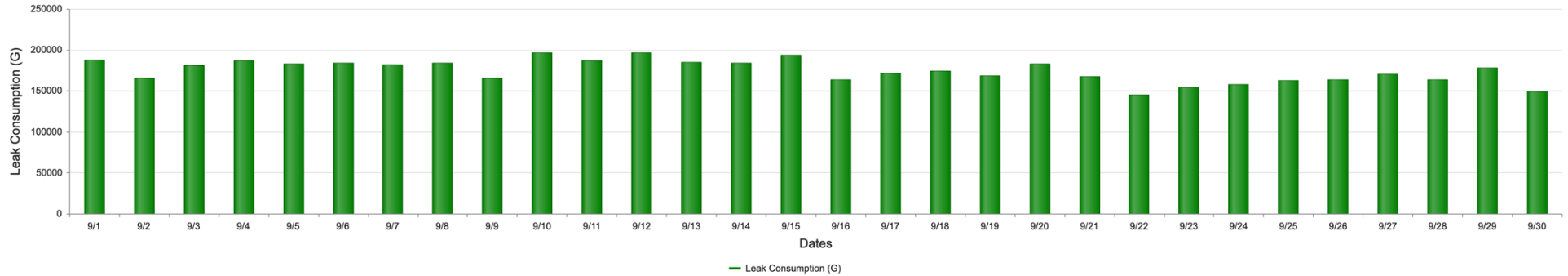


Figure 4 - Leak Analysis

Leak - The condition for a leak will trigger should a meter run constantly for 24 consecutive hours. If the Water Scope program recognizes one 5-minute interval with zero consumption, a new 24-hour monitoring cycle is started.

Threshold Leak - The threshold leak condition is triggered like a normal leak but depending on meter size a threshold or minimum flow rate must be maintained over the 24-hour period. As with leaks, dropping below the threshold for 5 minutes will reset the 24-hour interval.

Intermittent Leak - This condition will identify start/stop leaks such as faulty toilet flappers. It looks at an intermittent, continuous flow between two flow rates over a specified period. The reason for the low and high thresholds is to eliminate continuous 24-hour leaks and irrigation systems from triggering the flag.

A. Water Supply through September 2021

- Annual entitlement for CY2021 is 13,000 AF
 - Cumulative yearly production was 9,339 AF
 - Cumulative yearly consumption was 8,681 AF
 - Cumulative yearly spread was 581 AF
 - Cumulative unaccounted water was 76 AF

Six Basins Production for 2021

- Annual production right is 932 AF.
- Cumulative production was 790 AF. Production is sent to the WFA treatment facility to meet City of Ontario and MVWD entitlement.
- The Company spread a total of 113 AF.

Cucamonga Basin Production for 2021

- Annual production right is 5,938 AF.
- Cumulative production was 5,257 AF.
- The Company spread a total of 469 AF.

Chino Basin Production for 2021

- Annual production right is 1,232 AF.
- Cumulative production was 445 AF.
- The Company spread a total of 0 AF.

Surface Water (San Antonio Creek) flow for 2021

Total flow was 1,311 AF.

Tunnel flow for 2021

San Antonio Tunnel flow was 1,536 AF.

Frankish and Stamm Tunnel flow was 0 AF.

B. Company Stock

0.75 share of water stock moved from dormant to active this transfer period.

C. Communication and Information Activities

"Facebook" - 179 friends liking our old FB page and 71 customers have liked our new FB page. No new communication posted on the new page and no new communication on the old Facebook 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:

- Wed, Sept 22 – GM attended CBWM AP Confidential Session
- Thu, Sept 23 - GM attended CBWM Board Meeting
- Thu, Sept 30 – GM met with CVWD (John Bolser) and WECWC (Braden Yu)
- Tue, Oct 5 – GM and AGM met with CBWCD (Liz Skrzat)
- Wed, Oct 6 – Board President and GM met with CVWD (Jim Curatalo & John Bolser) and WECWC (Braden Yu)
- Tue, Oct 12 – GM attended IEUA Regional Water Use Efficiency Program Mtg #2.
- Wed, Oct 13 – GM attended CBWM Board Workshop
- Thu, Oct 14 – GM attended CBWM AP Confidential Session and AP Meeting

E. Groundwater Basin Matters

Chino Basin -

Spread Water from SAWCo

Application to spread 1,500 AF per year for years 21/22 through 25/26 was approved by WM Board in July. We have not yet spread any water in 2021.

Ag Pool Contest and Legal Expenses – In May 2017 the Agricultural Pool initiated adversarial proceedings contesting Appropriative Pool storage within the Chino Basin.

The Appropriative Pool has objected to those costs being 'expenses' as defined by the Peace Agreement. The courts agreed with the AP.

~~AP Leadership continues attempting to negotiate a solution with AgP Leadership. Settlement negotiations have ceased with no resolution.~~

~~On July 26th the AgP filed a motion for Attorney's Fees of about half a million dollars. The court had set that day as a deadline for the filing and absent a settlement the AgP had little choice but to file.~~

The hearing for AgP attorney's fees was deferred at the Court's request from Oct 8 to Nov 5.

Six Basins –

A meeting was held on September 22, 2021. The Watermaster Board addressed the following:

- The Board approved agreement for legal services with Richards, Watson, and Gershon.
- The Board reviewed the amendment to the Old Baldy Agreement between the City of La Verne and Puente Basin Water Agency

The next meeting is scheduled for October 27th.

Cucamonga Basin –

The working group met virtually on October 5th.

CVWD is still working to get Basin Model data from West Yost.

An RFQ / RFP process has been initiated by the Basin representatives for future engineering/hydrogeologic work. Based on the responses to the RFQ, three firms were shortlisted to continue with the RFP process. An addendum to the Request for Proposal was discussed and feedback was given by all the parties. No change to the current schedule was made. ~~Proposals are due October 12th.~~

There's been on-going discussion regarding a possible development near the Sycamore Inn.

The next scheduled meeting is November 2nd.

Agenda Item No. 4H

Item Title: Projects and Operations Update

Purpose:

To update the Board and Shareholders on Company capital projects.

Updates:

1507 – Office Relocation

Presentation to City of Upland originally scheduled for late September has been deferred at City Manager’s request.

1901 – Automated Meter Reading (AMR)

All domestic meters have been installed. Field staff has verified each meter installation and is working to fix minor leaks at some meter threads.

Not unexpected, but about 80 meters are having cellular connection issues. We are working to improve reception by coordinating with cellular carrier, alternate meter antennas or switching cellular carriers.

Original Budget.....	\$770,000
Original Contracts.....	\$731,220
Authorized Change Orders.....	8,000
Current Contracts	\$739,220

1902 – Cucamonga Crosswalls Mitigation

County has retained GRB, our contractor for the crosswall work, to process spoils behind the Cucamonga Dam. The state Division of Safety of Dams has requested that the County ‘muck out’ behind the dam to regain lost storage. Staff has asked GRB to assist in site clean-up while they have the equipment in operation.

1905 – 2020 Master Plan

Computer Water Model being constructed by consultant. Staff is coordinating with consultant regarding areas of concern in the water model to improve accuracy. Revised schedule is to complete Master Plan by end of the year.

Original Budget.....	\$240,000
Original Contracts.....	\$204,085
Authorized Change Orders.....	NA
Current Contracts	\$204,085

2007 Well 19

Staff is working on a Request for Proposals to construct a new Well 19. RFP should be released next year for consideration by the Board.

2101 Booster 17 (V Screen) Generator

Purchase Order has been submitted. Waiting on delivery.

Original Budget.....	\$18,000
Original Contracts.....	\$14,510
Authorized Change Orders.....	NA
Current Contracts	\$14,510

2102 Shaft 6 Generator

Purchase Order has been submitted. Generator has arrived. Will be installed shortly.
~~Waiting on delivery.~~

Original Budget..... \$8,000
Original Contracts..... \$6,436
Authorized Change Orders NA
Current Contracts \$6,436

2103 Booster 19 (Holly Drive) Generator

Purchase Order has been submitted. Generator has been delivered. Contractor is currently working on concrete pad for generator installation. Natural gas line and service is ~~currently being installed.~~ Staff has secured county permit for gas lateral installation. Waiting for installation of concrete pad.

Original Budget..... \$75,000
Original Contracts..... \$61,366
Authorized Change Orders NA
Current Contracts \$61,366

2105 Urban Water Management Plan

Contract was awarded at the March 2021 Board Meeting. Staff and consultant are exchanging and reviewing data. ~~UWMP approved by Board in Sept. Water Shortage Contingency Plan up for review tonight.~~

Original Budget..... \$60,000
Original Contracts..... \$48,780
Authorized Change Orders NA
Current Contracts \$48,780

2107 Risk and Resiliency Assessment of SCADA system

Company has contracted a detailed study to find and eliminate openings in our SCADA system to reduce risk of outside attacks.

Original Budget..... \$15,000
Original Contracts..... \$12,000
Authorized Change Orders NA
Current Contracts \$12,000

2108 Demolition of abandoned booster stations 5 and 15

Contract with CP Construction was awarded at the May Board Meeting. City has agreed to waive permit fees in exchange for quit claim of park land.

Both facilities have been demolished. ~~Staff to start work on quitclaim of park property to the City.~~ Quitclaim has been submitted to city for verification prior to execution.

Original Budget..... \$100,000
Original Contracts..... \$80,000
Authorized Change Orders NA
Current Contracts \$80,000

Agenda Date: October 19, 2021

2111 AWIA Emergency Response Plan

Federal Government mandated report. Contract with WSC was awarded at the July Board Meeting. Deadline to submit ERP is December 31, 2021.

Original Budget.....	\$36,000
Original Contracts.....	\$33,530
Authorized Change Orders.....	NA
Current Contracts	\$33,530

GROUNDWATER LEVELS
(feet below ground surface)

	2012				2013				2014				2015				2016				2017				2018				2019				2020				2021			
CUCAMONGA BASIN	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr
	-211	-192	-202	-195	-191	-199	-211	-213	-202	-230	-255	-238	-239	-239	-249	-259	-251	-251	-261	-280	-301	-296	-312	-298	-305	-313	-321	-324	-300	-299	-306	-308	-279	-271	-297	-297	-283	-283	-308	
CHINO BASIN	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr
	-309	-307	-341	-328	-368	-353	-341	-385	-357	-391	-409	-418	-423	-424	-427	-427	-430	-452	-462	-466	-451	-441	-441	-442	-450	-451	-468	-473	-458	-428	-396	-402	-396	-389	-326	-383	-386	-384	-354	
SIX BASINS	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr	1qtr	2qtr	3qtr	4qtr
Six Basins																																								
Well 26 & 27A & 25A	-282	-322	-358	-347	-380	-385	-448	-421	-477	-425	-439	-454	-450	-428	-459	-439	-467	-472	-528	-482	-447	-463	-547	-451	-525	-432	-506	-437	-337	-414	-439	-338	-380	-320	-420	-355	-379	-406	-375	
Well 28	-265	-268	-271	-273	-277	-278	-279	-280	-281	-280	-280		-277	-281	-282	-283	-283	-283	-284	-286	-283	-270	-270	-272	-267	-277	-281	-283	-228	-243	-257	-267	-271	-272	-245	-271	-275	-278	-280	

* six basin levels come from well 25A only, the other wells (26&27A) were not shut down during the third quarter 2017.

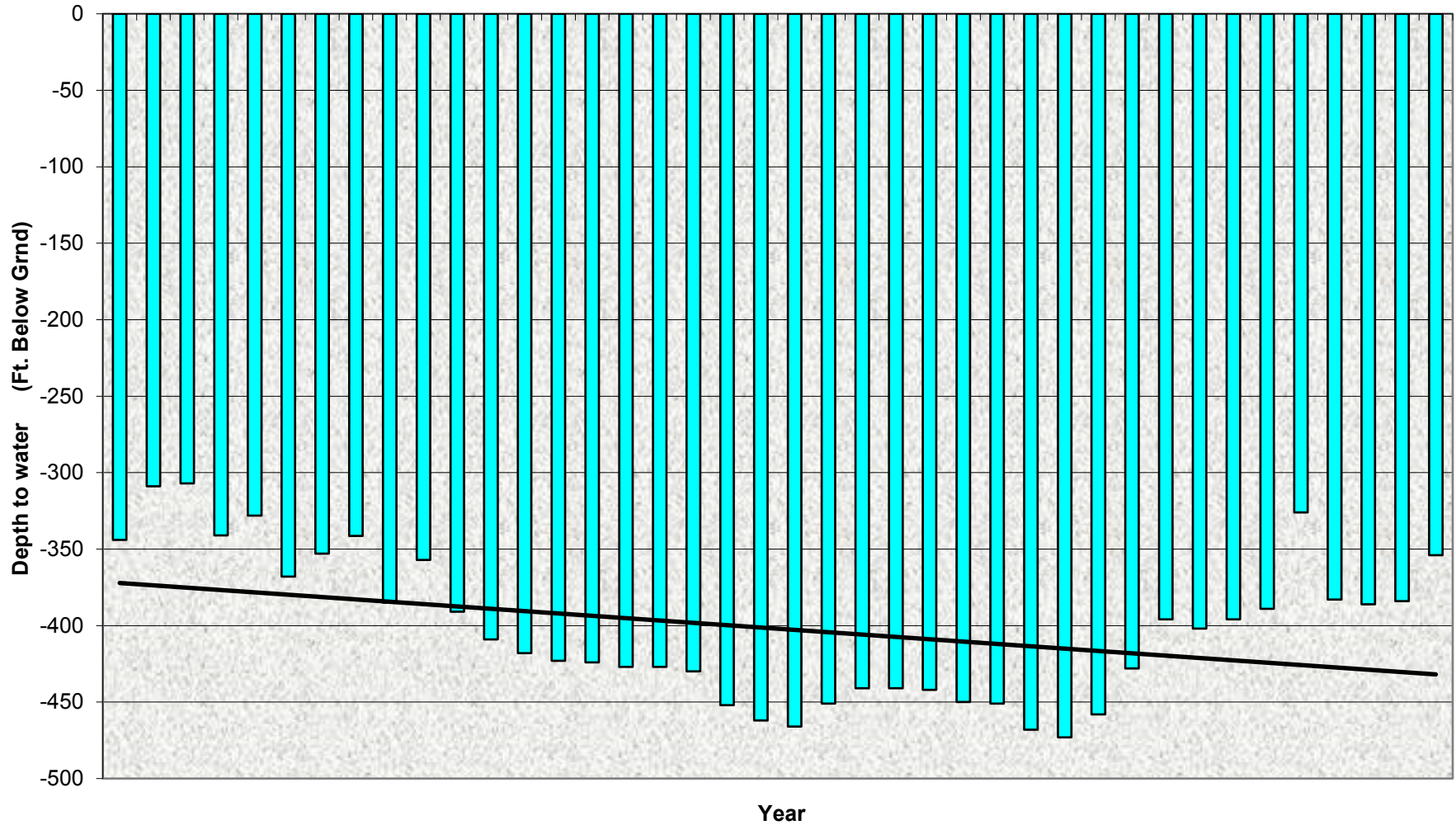
Static water levels for Cucamonga Basin wells 2, 3, 22, 24, 31, 32

Static water levels for Chino Basin wells 15, 16

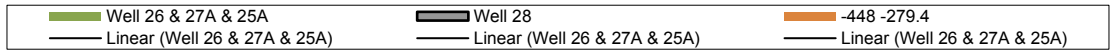
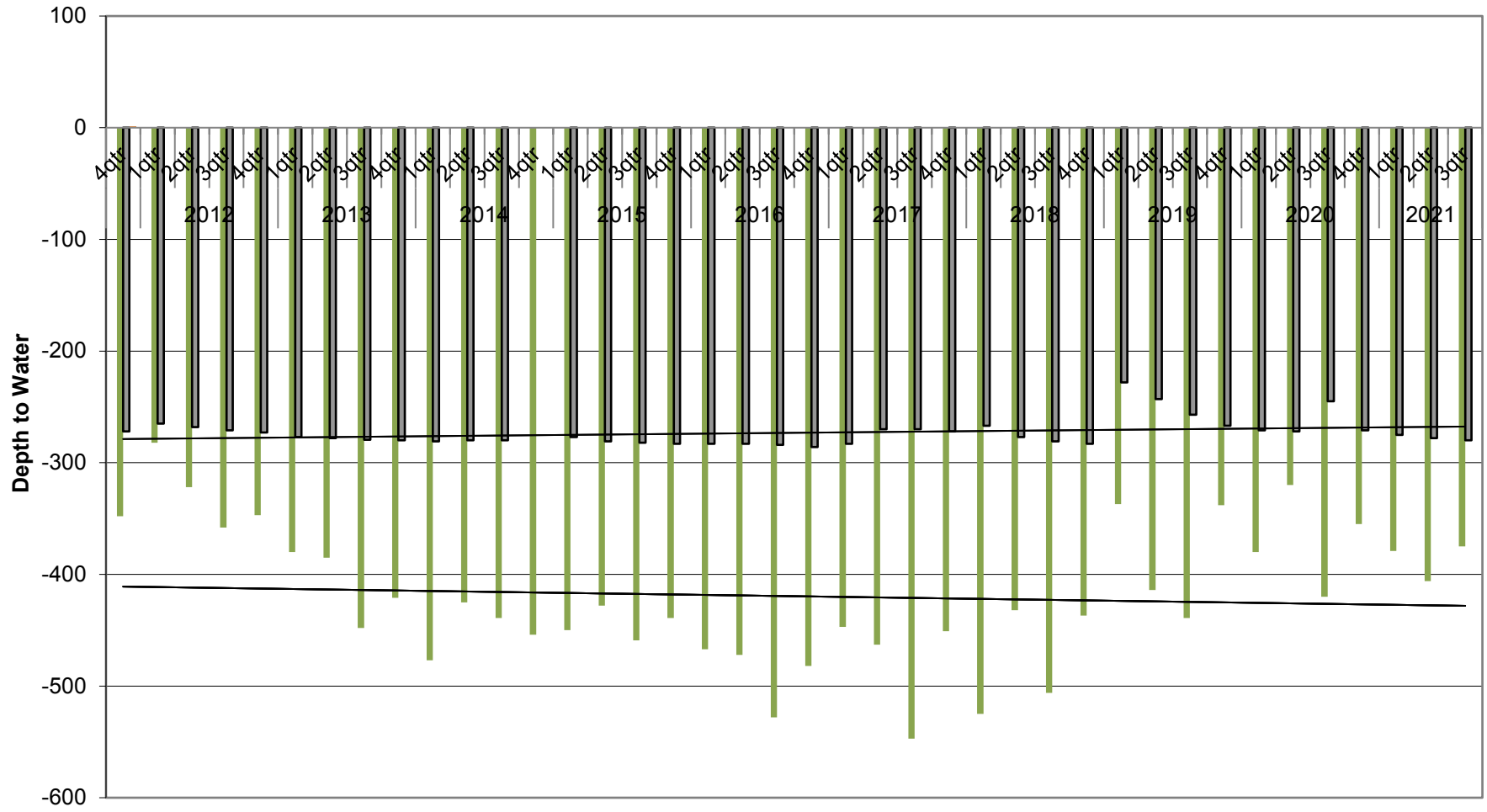
Static water levels for 6 Basin wells 25a, 26 and 27a

Note* 10/11/2019 pumping levels for wells 26 and 27A 416'

Chino Basin Water Levels



Six Basins



Item Title: Conservation Programs Update

Purpose:

Update on the Company's existing water conservation programs

I. Local Assistance in meeting Best Management Practices

Conservation rebates 2021: thru 10/1/2021

Residential Rebate Programs- (Fiscal year) thru Metropolitan Water Dist.	Devices/R ebates	Est. gallons saved/ device/year	Total est. gallons saved per year*
High Efficiency Clothes Washers	1	11,243	11,243
Rotating Nozzles	0		
Weather Based Irrigation Controllers	3	105,917	317,751
High Efficiency Toilets (premium)	0	13,851	
Rain Barrels	0	619	
Turf Removal	0		
Residential Program thru Chino Basin Water Conservation District			
Landscape Audit		3485	
Total Savings for calendar year – thru 10/1/2021			328,994

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

II. SAWCo Efforts in meeting Demand Mgmt. Measures (DMM's) as of 10/1/2021

SAWCo Programs- (2021)	Total Budget: \$20,000	Devices/Rebates	Est. gallons saved per device per year	Total est. gallons saved per year
Toilet Direct Installation for SAWCO customers	\$5,000 Cost to date: \$1,035.00 (4 toilets)	4	15,600	62,400
SAWCo Wholesale Agencies Assistance- Toilet Direct installation	\$15,000 Cost to date: 5,625.00 (20 toilets)	20	15,600	312,000
TOTAL		24		374,400

October 19, 2021

	2021 to date	2020	2019	2018
SAWCo Financial Assistance for leaks	\$ 4,301.95	\$9,198.53	\$31,782.54	\$8,474.70

Financial Assistance Program – Adjustments made when customer has requested in writing a reprieve on their bill after repairing leak(s).

Agenda Item No. 6A

Item Title: Conversation with Shivaji Deshmukh

Purpose:

A conversation with Shivaji Deshmukh, General Manager of Inland Empire Utility Association (IEUA).

Issue:

Mr. Deshmukh would like to update SAWCO on current IEUA activities

Manager's Recommendation:

Welcome Mr. Deshmukh.

Background:

In April of 2019, Mr. Deshmukh joined IEUA as their General Manager (IEUA press release attached). Since then, staff has been very pleased with the direction IEUA is heading under Mr. Deshmukh's leadership. Staff looks forward to continued collaboration and partnership with IEUA.

Impact on the Budget:

None

Previous Actions:

None.

Agenda Item No. 6B

Item Title:

Consideration to Adopt Resolution No. 2021-10-01 for the 2020 Water Shortage contingency Plan (WSCP)

Purpose:

To consider adoption of the 2020 Water Shortage Contingency Plan.

Issue:

Is the Board satisfied with the information as presented in the Water Shortage Contingency Plan?

Manager's Recommendation:

Adopt Resolution No. 2021-10-01 adopting the 2020 Water Shortage Contingency Plan.

Background:

By California law, Urban Water Management Plans are prepared every five years by urban water suppliers. After a public hearing and adoption, the plan is submitted to the California Department of Water Resources.

As a part of the UWMP, the Company is required to complete a Water Shortage Contingency Plan. The 2020 WSCP was considered as Appendix C of the 2020 UWMP adopted by this Board at last month's meeting. However, the State of California requires separate adoption of the WSCP, even though it is a part of the UWMP. Last month's resolution did not mention the WSCP as a separate document. Therefore, staff is requesting that the Board consider adoption of the WSCP by Resolution 2021-10-01.

Impact on the Budget:

none

Previous Actions:

The Board adopted the 2015 UWMP on June 21, 2016

The Board awarded a not-to-exceed \$46,930 contract to WSC on March 16, 2021, to complete the UWMP, including the WSCP.

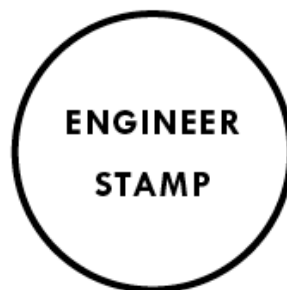
The Board adopted the 2020 UWMP on September 21, 2021



SAN ANTONIO WATER COMPANY

Public Review Draft Water Shortage Contingency Plan

SEPTEMBER 2021



Prepared by Water Systems Consulting, Inc.



TABLE OF CONTENTS

List of Figures.....	ii
List of Tables.....	iii
Draft Water Shortage Contingency Plan	1
1.1 Water Supply Reliability Analysis.....	2
1.2 Annual Water Supply and Demand Assessment.....	2
1.3 Water Shortage Levels.....	4
1.4 Shortage Response Actions	5
1.4.1 Demand Reduction	5
1.4.2 Supply Augmentation	10
1.4.3 Operational Changes.....	10
1.4.4 Additional Mandatory Restrictions	10
1.4.5 Seismic Risk Assessment, Mitigation Plan, and Emergency Response Plan.....	11
1.4.6 Shortage Response Action Effectiveness.....	12
1.5 Communication Protocols	12
1.6 Compliance and Enforcement	12
1.7 Legal Authorities.....	12
1.8 Financial Consequences of WSCP	12
1.9 Monitoring and Reporting	13
1.10 WSCP Refinement Procedures	13
1.11 Special Water Feature Distinction	13
1.12 Plan Adoption, Submittal, and Availability	13
1.13 Resources and References.....	14

LIST OF FIGURES

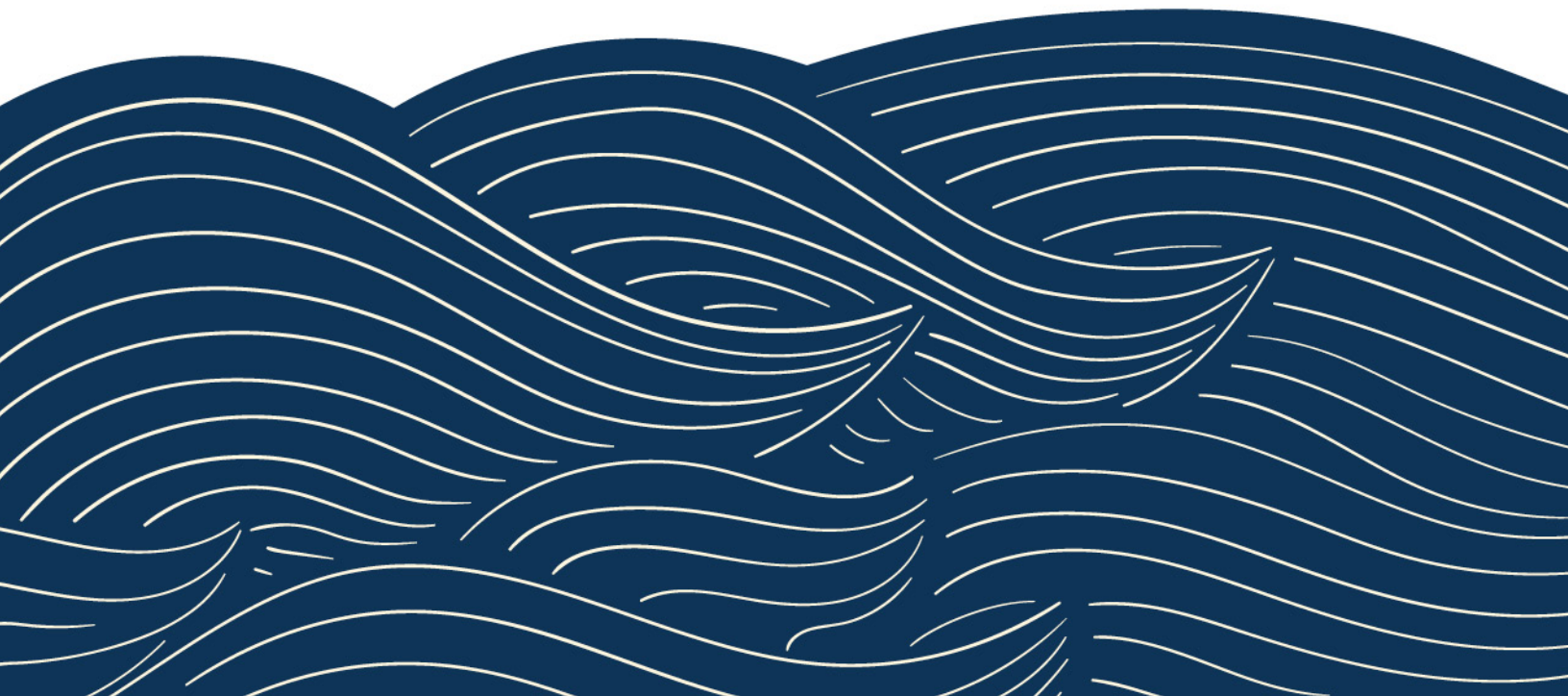
Figure 1. SAWCo's existing stages and their relationship to the six standard stages 5

LIST OF TABLES

Table 1. Annual Assessment Procedure 3
Table 2. DWR 8-1 Water Shortage Contingency Plan Levels.....4
Table 3. DWR 8-2 Demand Reduction Actions.....6
Table 4. DWR 8-3 Supply Augmentation and Other Actions..... 10

H

Draft Water Shortage Contingency Plan



1.1 Water Supply Reliability Analysis

The San Antonio Water Company (SAWCo) analyzed future demand and supply in its 2020 Urban Water Management Plan (UWMP). The UWMP analyzed conditions for normal, or average, single-dry, and five-year consecutive dry periods. SAWCo aims to provide shareholders full entitlement, but in periods of drought, allocations per share may be reduced, depending on supply availability. In all scenarios, SAWCo expects to meet customer demands based on shareholders full entitlement. In addition, a Drought Risk Assessment was performed to analyze anticipated supply and demand for the next five years (2021-2025). The Drought Risk Assessment analysis determines that SAWCo's supplies are able to reliably meet customer demands. Details on this analysis as well as supply and demand estimates are discussed in the UWMP.

1.2 Annual Water Supply and Demand Assessment

As an urban water supplier, SAWCo must prepare and submit an Annual Water Supply and Demand Assessment (Annual Assessment). The Annual Assessment is a near-term outlook for supplies and demands. It is used to determine whether the potential for a supply shortage exists and whether there is a need to trigger a WSCP shortage level and response actions to maintain supply reliability. Starting in 2022, the Annual Assessment will be due by July 1st of every year, as indicated by CWC Section 10632.1. SAWCo's Annual Assessment procedure, including key data inputs, evaluation criteria and responsible staff is summarized in Table 1. Nearly all of SAWCo's staff will be involved in the Annual Assessment and implementation of this WSCP.

Table 1. Annual Assessment Procedure

TIMING	ASSESSMENT ACTIVITIES	PROCEDURE, KEY DATA INPUTS, EVALUATION CRITERIA AND OTHER CONSIDERATIONS	SAWCO STAFF RESPONSIBLE
November–December	Estimate unconstrained demands for the coming year	SAWCo anticipates annual demands equal to that of the total active shares, based on yearly entitlement.	SAWCo Staff
November–December	Estimate available supplies for the coming year, considering the following year will be dry	SAWCo will analyze historical rainfall and other local groundwater conditions that may impact supply availability and warrant a reduction to shareholder’s entitlement. SAWCo will also work with various groundwater management agencies, like the Chino Basin Watermaster, etc., to monitor groundwater conditions and stay informed of any impacts to SAWCo’s ability to extract and provide local groundwater. SAWCo will monitor groundwater levels provided through the Tunnel. The Tunnel serves as an indicator for conditions within the local mountains and available water for the San Antonio Creek/percolated surface water.	SAWCo Staff
December–January	Consider potential infrastructure constraints that may impact supply delivery	Identify any known infrastructure issues that may pertain to near-term water supply reliability, including repairs, construction, and environmental mitigation measures that may temporarily constrain capabilities, as well as any new projects that may add to system capacity. Identify any facilities out of service due to water quality problems, equipment failure, etc. that may impact normal water deliveries.	Operations Staff
February	Inform the Board of Annual Assessment findings	The General Manager shall inform the Board of the Annual Assessment and results and make a recommendation of which shortage stage to enter, if applicable, if the Board is in session. If the Board is not in session, the General Manager shall immediately request a special meeting of the Board.	SAWCo Board or General Manager
March	Notify the Public	The Board/SAWCo will make a public announcement published in the Inland Valley Daily Bulletin and become effective immediately upon publication. SAWCo will coordinate with other agencies that it provides water to, in addition to other local agencies.	General Manager
Ongoing	Implement WSCP actions, if needed	Relevant members of SAWCo’s staff will implement shortage response actions associated with the declared water shortage level.	SAWCo Staff
Prior to July 1 st	Submit Annual Assessment	Send final Annual Assessment to DWR.	General Manager

1.3 Water Shortage Levels

SAWCo uses four (4) water shortage stages to identify and response to water shortage emergencies. Stage 1 is implemented year-round to encourage water conservation and responsible water management, regardless of a shortage emergency.

The Water Code outlines six standard water shortage levels that correspond to a gap in supply compared to normal year availability. The six standard water shortage levels correspond to progressively increasing estimated shortage conditions (up to 10-, 20-, 30-, 40-, 50-percent and greater than 50-percent shortage compared to the normal reliability condition) and align with the response actions that a water supplier would implement to meet the severity of the impending shortages.

The Water Code allows suppliers with an existing WSCP that uses different water shortage levels to comply with the six standard levels by developing and including a cross-reference relating to its existing shortage categories to the six standard water shortage levels. SAWCo is maintaining its current four shortage stages for this WSCP, as shown in Table 2. A cross reference to the six standard stages is shown in Figure 1. SAWCo's existing stages and their relationship to the six standard stages.

Table 2. DWR 8-1 Water Shortage Contingency Plan Levels

SHORTAGE LEVEL	PERCENT SHORTAGE RANGE	SHORTAGE RESPONSE ACTIONS
1	Up to 10%	Required savings may be met through a combination of quantifiable and unquantifiable actions. SAWCo will only implement measures to the extent necessary to mitigate a water shortage, although estimates may indicate a greater savings is obtainable. It is anticipated that some of the required savings will be met through quantifiable shortage response actions and the remaining amount savings will be met through other actions, including communication and outreach efforts. For a list of all SAWCo specific shortage response actions and their potential savings, please refer to DWR Table 8-2.
2	Up to 30%	Required savings may be met through a combination of quantifiable and unquantifiable actions. SAWCo will only implement measures to the extent necessary to mitigate a water shortage, although estimates may indicate a greater savings is obtainable. It is anticipated that some of the required savings will be met through quantifiable shortage response actions and the remaining amount savings will be met through other actions, including communication and outreach efforts. For a list of all SAWCo specific shortage response actions and their potential savings, please refer to DWR Table 8-2.
3	Up to 50%	Required savings may be met through a combination of quantifiable and unquantifiable actions. SAWCo will only implement measures to the extent necessary to mitigate a water shortage, although estimates may indicate a greater savings is obtainable. It is anticipated that some of the required savings will be met through quantifiable shortage response actions and the remaining amount savings will be met through other actions, including communication and outreach efforts. For a list of all SAWCo specific shortage response actions and their potential savings, please refer to DWR Table 8-2.
4	Greater than 50%	Required savings may be met through a combination of quantifiable and unquantifiable actions. SAWCo will only implement measures to the extent necessary to mitigate a water shortage, although estimates may indicate a greater savings is obtainable. It is anticipated that some of the required savings will be met through quantifiable shortage response actions and the remaining amount savings will be met through other actions, including communication and outreach efforts. For a list of all SAWCo specific shortage response actions and their potential savings, please refer to DWR Table 8-2.

SAWCo Shortage Stage	Supply Reduction (%)		Standard Shortage Stage	Standard Supply Shortage Level
1	10%		1	Up to 10%
2	30%		2	Up to 20%
3	50%		3	Up to 30%
4	Greater than 50%		4	Up to 40%
			5	Up to 50%
			6	Greater than 50%

Figure 1. SAWCo's existing stages and their relationship to the six standard stages

1.4 Shortage Response Actions

SAWCo expects to mitigate supply shortages through a variety of response actions, including various supply sources, demand reduction actions, conservation, outreach, and if necessary, mandatory prohibitions.

1.4.1 Demand Reduction

SAWCo has identified a variety of demand reduction actions to offset supply shortages. These actions include, but are not limited to, conservation and rebate programs, leak detection and repair, limitations on irrigation and other voluntary actions to reduce customer demand. Demand reduction actions are summarized in Table 3.

Table 3. DWR 8-2 Demand Reduction Actions

SHORTAGE LEVEL	DEMAND REDUCTION ACTIONS	HOW MUCH IS THIS GOING TO REDUCE THE SHORTAGE GAP?	ADDITIONAL EXPLANATION OR REFERENCE	PENALTY, CHARGE, OR OTHER ENFORCEMENT
Stage 1	Landscape - Limit landscape irrigation to specific times	0-5%	Watering restricted to between the hours of 10:00 am and 6:00 pm	Yes
Stage 1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	0-5%	Leaks and misadjusted water fixtures shall be corrected within 72 hours of discovery or notification by SAWCo.	Yes
Stage 1	Other	0-5%	Runoff from irrigation or leaks prohibited.	Yes
Stage 1	Other	0-5%	Washing of automobiles, trucks, trailers, boats, airplanes, and other types of equipment (mobile or otherwise) unless done with a hand-held bucket or hand-held hose equipped with a positive shutoff nozzle for quick rinses. The nozzle shall be removed when the hose is not in use to ensure the water supply is shut off.	Yes
Stage 1	CII - Restaurants may only serve water upon request	0-5%	With respect to eating and drinking establishments of any kind, including but not limited to, any restaurant, hotel, café, cafeteria, bar or club, whether public or private, that benefits from the supply of water by SAWCo shall not provide drinking water to any person unless expressly requested.	Yes
Stage 2	Other	5-10%	The washing of sidewalks, walkways, driveways, public and private parking areas and all other impervious hard surfaced areas by direct hosing when runoff water directly flows to a gutter or storm drain, except as may be necessary to properly dispose of flammable or other dangerous liquids or substances, wash away spills that present a trip and fall hazard, or to prevent or eliminate materials dangerous to the public health and safety.	Yes
Stage 2	Landscape - Limit landscape irrigation to specific days	5-10%	Outdoor irrigation of landscape by sprinklers is permitted only on even days of the month for those locations having a street address with an even last digit. Outdoor irrigation by sprinklers is permitted only on odd days of the month for those locations having a street address with an odd last digit. No outdoor irrigation shall take place between the hours of 10:00 a.m. and 6:00 p.m.	Yes

SHORTAGE LEVEL	DEMAND REDUCTION ACTIONS	HOW MUCH IS THIS GOING TO REDUCE THE SHORTAGE GAP?	ADDITIONAL EXPLANATION OR REFERENCE	PENALTY, CHARGE, OR OTHER ENFORCEMENT
Stage 2	Other	5-10%	The washing of automobiles, trucks, trailers, boats, and other types of equipment (mobile or otherwise) is prohibited except on the designated outdoor water use days between the hours of 12:00 midnight to 12:00 noon and sundown to 12:00 midnight. Such washing, when allowed, shall be done with a hand held bucket or hand held hose equipped with a positive shutoff nozzle for quick rinses. The nozzle shall be removed when the hose is not in use to ensure the water supply is shutoff.	Yes
Stage 2	Other - Prohibit vehicle washing except at facilities using recycled or recirculating water	5-10%	No individual, firm or business that regularly washes vehicles for remuneration or provides facilities for customers to do so through coin operated machinery shall be permitted to operate such a business unless their place of business is equipped and operating to approved standards with equipment to recycle water for use within their facility.	Yes
Stage 2	Other water feature or swimming pool restriction	5-10%	The refilling or adding of water to swimming pools is prohibited except on designated outdoor water use days, which is restricted between the hours of 10am and 6 pm.	Yes
Stage 2	Water Features - Restrict water use for decorative water features, such as fountains	5-10%	Any non-business, operation related pond, ornamental fountain or other structure making similar use of water is prohibited.	Yes
Stage 2	Landscape - Prohibit certain types of landscape irrigation	5-10%	The irrigation of golf course fairways is prohibited. This section shall not apply to the irrigation of any golf course solely with available non-potable or reclaimed wastewater.	Yes
Stage 2	Other	5-10%	The use of water from fire hydrants shall be limited to firefighting and emergency related activities and/or other activities necessary to maintain the health, safety, and welfare of the citizens of the San Antonio Heights. This restriction shall not apply to businesses, which require the use of water for land development and building construction processes with prior written approval by the Water Company.	Yes

SHORTAGE LEVEL	DEMAND REDUCTION ACTIONS	HOW MUCH IS THIS GOING TO REDUCE THE SHORTAGE GAP?	ADDITIONAL EXPLANATION OR REFERENCE	PENALTY, CHARGE, OR OTHER ENFORCEMENT
Stage 3	Landscape - Limit landscape irrigation to specific days	10-301 %	Outdoor irrigation of landscape by sprinklers is permitted only on Wednesday and Sunday for those locations having street address with an even last digit. Outdoor irrigation by sprinklers is permitted only on Tuesday and Saturday for those locations having a street address with an odd last digit. Outdoor irrigation for locations not having a street address shall occur on Wednesday and Sunday if located west of San Antonio Avenue or only on Tuesday and Saturday if located east of San Antonio Avenue.	Yes
Stage 3	Landscape - Other landscape restriction or prohibition	10-30%	No outdoor irrigation shall take place between 6:00 a.m. until one (1) hour before sundown.	Yes
Stage 3	Other	10-30%	The washing of automobiles, trucks, trailers, boats, airplanes and other types of equipment (mobile or otherwise) is prohibited except on the designated outdoor water use days pursuant to section 7734.040 between the hours of 12:00 midnight to 12:00 noon and sundown to 12:00 midnight. Such washing, when allowed, shall be done with a hand held bucket or hand held hose equipped with a positive shutoff nozzle for quick rinses. The nozzle shall be removed when the hose is not in use to ensure the water supply is shutoff.	Yes
Stage 3	Other	10-30%	Trucks, trailers and other types of mobile equipment (such as garbage trucks and vehicles used to transport food and other perishables) when said washing is necessary in order to protect the health, safety and welfare of the public, shall be restricted to the hours of sundown to noon. Such washing, when allowed, shall be done with a hand held bucket or hand held hose equipped with a positive shutoff nozzle for quick rinses. The nozzle shall be removed when the hose is not in use.	Yes
Stage 3	Water Features - Restrict water use for decorative water features, such as fountains	10-30%	Any non-business, operation related pond, ornamental fountain or other structure making similar use of water is prohibited.	Yes
Stage 3	Landscape - Other landscape restriction or prohibition	10-30%	The waters of golf course tee areas and fairways is prohibited unless done with reclaimed wastewater.	Yes

SHORTAGE LEVEL	DEMAND REDUCTION ACTIONS	HOW MUCH IS THIS GOING TO REDUCE THE SHORTAGE GAP?	ADDITIONAL EXPLANATION OR REFERENCE	PENALTY, CHARGE, OR OTHER ENFORCEMENT
Stage 3	Other water feature or swimming pool restriction	10-30%	The refilling or adding of water to existing swimming pools is prohibited except on designated outdoor water use days which shall be the same days as outdoor water is permitted pursuant to section 7734.040. New pool construction filling shall be by permit only	Yes
Stage 4	Landscape - Limit landscape irrigation to specific days	30-50%	Outdoor irrigation of landscape by sprinklers is permitted only on Sunday for those locations having street address with an even last digit. Outdoor irrigation by sprinklers is permitted only on Saturday for those locations having a street address with an odd last digit. Outdoor irrigation for locations not having a street address shall occur on Sunday if located west of San Antonio Avenue or only on Tuesday and Saturday if located east of San Antonio Avenue	Yes
Stage 4	Landscape - Limit landscape irrigation to specific times	30-50%	No outdoor irrigation shall take place between 6:00 a.m. until one (1) hour before sundown	Yes
Stage 4	Other	30-50%	The washing of automobiles, trucks, trailers, boats, airplanes, and other types of equipment (mobile or otherwise) is prohibited	Yes
Stage 4	Other water feature or swimming pool restriction	30-50%	Any non-business, operation related pond, ornamental fountain or other structure making similar use of water is prohibited	Yes
Stage 4	Other	30-50%	Washing sidewalks, driveways, public and private parking areas, tennis courts, patios, or other paved areas, except to alleviate an immediate health hazard is prohibited	Yes

1.4.2 Supply Augmentation

SAWCo maintains interconnections with the City of Upland, as well as the Monte Vista Water District (MVWD) and the City of Ontario through the Water Facilities Authority (WFA). The WFA is a Joint Powers Authority composed of the cities of Chino, Chino Hills, Ontario, and Upland and the MVWD. The WFA owns and operates a surface water treatment plant within the City of Upland that primarily treats imported water supplies from Metropolitan Water District of Southern California (Metropolitan). SAWCo's interconnection with the City of Upland could potentially provide the ability to negotiate imported water deliveries via the WFA and wheeled through this existing interconnection.

Table 4. DWR 8-3 Supply Augmentation and Other Actions

SHORTAGE LEVEL	SUPPLY AUGMENTATION METHODS AND OTHER ACTIONS BY WATER SUPPLIER	HOW MUCH IS THIS GOING TO REDUCE THE SHORTAGE GAP?	ADDITIONAL EXPLANATION OR REFERENCE
Stage 2	Other purchases	0-100%	Negotiate imported water deliveries through the Water Facilities Authority
Stage 3	Other purchases	0-100%	Negotiate imported water deliveries through the Water Facilities Authority
Stage 4	Other purchases	0-100%	Negotiate imported water deliveries through the Water Facilities Authority

1.4.3 Operational Changes

SAWCo operates its system as efficiently as possible. In the event of a water shortage emergency, it is likely that surface water from the San Antonio Creek and percolated water from the San Antonio Tunnel would be vastly reduced. As a result, SAWCo would focus operations on well extractions to meet demands.

1.4.4 Additional Mandatory Restrictions

SAWCo also implements several measures at all times to avoid water waste, which include:

- Prohibit washing of sidewalks, driveways, public and private parking areas and all other impervious hard surfaced areas by direct hosing when runoff water directly flows to a gutter or storm drain, except as may be necessary to properly dispose of flammable or other dangerous liquids or substances, wash away spills that present a trip and fall hazard, or to prevent or eliminate materials dangerous to the public health and safety;
- Prohibit excessive or unreasonable run-off or unreasonable spray of the areas being watered;
- Prohibit outdoor irrigation by sprinklers between 10 AM and 6 PM. Shareholders are encouraged to avoid the use of sprinklers on windy days;
- Prohibit the washing of automobiles, trucks, trailers, boats, airplanes, and other types of equipment (mobile or otherwise) unless completed with a hand-held bucket or hand-held hose equipped with a positive shutoff nozzle for quick rinses.

1.4.5 Seismic Risk Assessment, Mitigation Plan, and Emergency Response Plan

In addition to responding to drought conditions, SAWCo's WSCP can be used to respond to emergency or catastrophic conditions that impact the availability of the SAWCo's water supplies and/or the ability to deliver water within the service area. Besides drought, water supply may experience a catastrophic interruption as a result of natural disasters, such as an earthquake, wildfire, mudslide, or a regional power outage.

Planning and response measures in the event of an interruption to the water supply include the following:

- In advance of a known threat to the water and distribution system, such as a wildfire, distribution reservoirs will be filled to capacity, and any reservoir out of service will be put back into service.
- Portable generators will be deployed to critical facilities lacking emergency backup power.
- Supervisory Control and Data Acquisition (SCADA) will be used throughout the distribution system to monitor system problems, whether they be minor day-to-day problems or major disruptions.
- Distribution system crews are trained in pipe repair and replacement as a part of their normal duties and will be continually ready to perform such work on an emergency basis as needed.
- In the occurrence of a catastrophic event, SAWCo staff will be prepared to mobilize to respond to emergent issues.
- Distribution system repairs will be prioritized to best meet critical needs, including water for firefighting, and health and safety needs.
- A portion of the available potable supply will be reserved for drinking-water purposes in the event of prolonged interruption.
- In the event of distribution system failure, a clear message for timely information dissemination to the public will be developed that includes the nature of the catastrophic event, status of the distribution system, water use prohibitions, allowable water uses, potential need to boil drinking water prior to consumption, and location and availability of emergency drinking water.

In 2021, SAWCo completed a Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) in accordance with America's Water Infrastructure Act (AWIA) of 2018. The purpose of the RRA and ERP is to meet the AWIA compliance requirements and plan for long-term resilience of SAWCo's infrastructure. The RRA assesses SAWCo's water system to identify critical assets and processes that may be vulnerable to human and natural hazards and to identify measures that can be taken to reduce risk and enhance resilience from service disruption for the benefit of customers. The RRA identifies and characterizes both infrastructure-specific and system-wide vulnerabilities and threats and quantifies the consequences of disruption. The RRA also identifies various options (and constraints) in addressing and mitigating risk. The RRA, in conjunction with the ERP, charts a course for water system resilience. The RRA also provided various recommendations to increase the reliability of SAWCo's system. Since critical pieces of infrastructure and specific vulnerabilities are detailed in the RRA and ERP, the contents of the document are confidential and for use by SAWCo's staff only. However, SAWCo can confirm that these plans meet the requirements set forth by AWIA and evaluate seismic risks and mitigation actions to SAWCo's infrastructure.

SAWCo certified with the U.S. Environmental Protection Agency that their RRA was compliant with all AWIA requirements on June 30, 2021, and will certify their ERP by December 31, 2021, meeting all federal deadlines.

1.4.6 Shortage Response Action Effectiveness

SAWCo has estimated the effectiveness of shortage response actions when data pertaining to such actions is available. Estimates of the effectiveness for actions are included in Table 3. It is expected that response actions effectiveness is also a result of successful communication and outreach efforts.

1.5 Communication Protocols

SAWCo publishes seasonal newsletters to inform customers of SAWCo's work. During a water shortage, SAWCo may publish information such as shortage stage and demand reduction measures in these newsletters. In addition, SAWCo will inform customers through informational bill stuffers. In more severe shortage stages, SAWCo would implement additional communication outlets, such as local newspaper postings, Facebook postings and notifications, and postings through local homeowners' associations and the San Antonio Heights Association newsletters.

In addition, SAWCo's newly deployed Automated Meter Reading (AMR) system will include a web portal where shareholders can enable notifications for using water over entitlement.

1.6 Compliance and Enforcement

SAWCo may administer penalties for shareholders who are not in compliance with this WSCP and engage in knowingly water waste activities during any calendar year or declared shortage stage, whichever time period is shorter in duration:

- **First Violation:** guilty of an infraction offense and punished by a fine not less than twenty-five dollars (\$25) but not exceeding fifty dollars (\$50)
- **Second Violation:** guilty of an infraction offense and punished by a fine not less than fifty dollars (\$50) but not exceeding one hundred dollars (\$100)
- **Third Violation:** guilty of a misdemeanor offense and punished by a fine not less than five hundred dollars (\$500) but not exceeded one thousand dollars (\$1,000)

In addition, the General Manager may enact other penalties and restrictive measures that are intended to restrict further water waste of shareholders that continue to violate the policies and procedures outlined in this plan. The General Manager may select to implement any of the following measures, or others not listed here, such as the placement of a flow restricting device upon the water service, locking off of water meter, removal of water meter, and shutting off of the service line valve.

1.7 Legal Authorities

SAWCo first established its WSCP by Resolution No. 2006-06-03, adopted at a Board meeting on September 19, 2006. Resolution No. 2006-06-03 was created to ensure responsible water management of SAWCo and its customers and promote water conservation. This Resolution provides the Board with the legal authority to declare a water shortage emergency and implement appropriate measures to mitigate a supply shortage.

1.8 Financial Consequences of WSCP

SAWCo's Bylaws specify that "all water shall be supplied at cost"; therefore, SAWCo must supply the corresponding water associated with each customer's shares. SAWCo may apply reductions to

entitlement in extreme water shortages, which would decrease SAWCo's revenue. As a small water agency, SAWCo does not have the resources to hire additional staff to assist with implementation of this WSCP and various response actions.

SAWCo has developed reserves for Master Plan projects, emergency occurrences, and operating expenses, as outlined in Resolution No. 2007-01-01. This reserve was first established in July 1994 to mitigate impacts to SAWCo and ensure that with reduced deliveries, SAWCo could continue to provide services with a buffer for emergency situations. A portion of the reserve fund is allocated for emergency water purchases in the event SAWCo were to lose a water supply source.

1.9 Monitoring and Reporting

As mentioned, SAWCo has recently replaced all customer and system meters and upgraded to an AMR system. AMR meters provide daily readings that will allow SAWCo to quickly respond to large readings and correct any issues, such as system leaks or inform customers of demand reduction actions or rebates to limit water use. In addition, the AMR meters will be connected to a website where shareholders can track their own water use and enable notifications. Shareholders can be notified of excessive water use over their entitlement.

1.10 WSCP Refinement Procedures

The WSCP is best prepared and implemented as an adaptive management plan. SAWCo will use results obtained from its monitoring and reporting program to evaluate any needs for revisions. Potential changes to the WSCP that would warrant an update include, but are not limited to, any changes to trigger conditions, changes to the shortage stage structure, changes to entitlement, and/or changes to customer reduction actions.

Any prospective changes to the WSCP would need to be presented to SAWCo's Board of Directors (Board) for approval. SAWCo will hold a public hearing, obtain any comments, and formally adopt the updated WSCP. Notices for refinement and the public hearing date will be published in the local newspaper in advance of any public meetings.

1.11 Special Water Feature Distinction

Water Code Section 10623 (b) now requires that suppliers analyze and define water features that are artificially supplied with water, including ponds, lakes, waterfalls, and fountains, separately from swimming pools and spas, as defined in subdivision (a) of Section 115921 of the Health and Safety Code. SAWCo prohibits water used for any non-business, operation related pond, ornamental fountain, or other similar structure for aesthetic use in shortage stages 2-4.

1.12 Plan Adoption, Submittal, and Availability

The WSCP will be presented for adoption to SAWCo's Board at a public meeting. The Board and members of the public may submit any comments prior to approval and adoption. The WSCP will be submitted to DWR at the same time as the 2020 Urban Water Management Plan.

The WSCP will be made available to all staff, customers, and any affected cities, counties, or other members of the public through SAWCo's website.

1.13 Resources and References

- California Water Efficiency Partnership. (2021). *Jumpstart Water Shortage Toolkit Tool#1: Model Water Shortage Contingency Plans*. Sacramento: California Water Efficiency Partnership.
- San Antonio Water Company. (n.d.). *Amended and Restated Bylaws of San Antonio Water Company*.
- Texas Living Waters Project. (2018). *Water Conservation by the Yard: A Statewide Analysis of Outdoor Water Savings Potential*. Austin: Texas Living Waters Project, Sierra Club, National Wildlife Federation. Retrieved from Texas Living Waters Project.
- United States Environmental Protection Agency. (2012). *Saving Water in Restaurants*. United States Environmental Protection Agency.
- United States Environmental Protection Agency, Office of Water. (2002). *Cases in Water Conservation: How Efficiency Programs Help Water Utilities Save Water and Avoid Costs*. United States Environmental Protection Agency.

RESOLUTION No. 2021-10-01
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN ANTONIO WATER COMPANY ADOPTING THE 2020 WATER SHORTAGE
CONTINGENCY PLAN

WHEREAS, the California Legislature enacted Assembly bill 797 (Water Code Section 10610 et seq., known as the Urban Water Management Planning Act) during the 1983-1984 Regular Session, and as amended subsequently, which mandates that every supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre feet of water annually, prepare an Urban Water Management Plan including a Water Shortage Contingency Plan (WSCP); and

WHEREAS, the San Antonio Water Company (Water Company) supplies domestic and irrigation shareholders;

WHEREAS, the Water Company provides 10% of its supply to domestic shareholders in the San Antonio Heights; 7% to shareholders outside of San Antonio Heights for irrigation, agricultural and industrial purposes; and 80% to Municipal water districts at wholesale. Inactive shareholders represent approximately 3%;

WHEREAS, the Board recognizes that a Water Shortage Contingency Plan is a useful planning document that will be periodically reviewed at least once every five years in conjunction with the update of the Urban Water Management Plan and shall make amendments or changes to its plan indicated by the review; and

WHEREAS, the plan must be adopted after public review and hearing, and filed with the California State Library and the California Department of Water Resources within thirty days of adoption; and

WHEREAS, the Water Company has therefore, prepared and circulated for public review a draft of the Water Shortage Contingency Plan, and a properly noticed public hearing regarding said Plan was held by the Board of Directors of the Water Company on September 21, 2021.

WHEREAS, SAWCO did prepare and shall file said Plan with the California State Library and the California Department of Water Resources; and

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the San Antonio Water Company that the 2020 Water Shortage Contingency Plan is hereby adopted and the General Manager is hereby authorized and directed to file the 2020 Urban Water Management Plan, including the Water Shortage Contingency Plan with the California State Library and the California Department of Water Resources within 30 days of this date.

This Resolution was passed and adopted on the 19th day of October, 2021.

Tom Thomas, President
San Antonio Water Company

Attest:

Martha Goss, Secretary
San Antonio Water Company

Agenda Item No. 6C

Item Title: Adoption of General Manager's Review

Purpose:

To adopt the General Manger's yearly review for 2021.

Issue:

The Brown Act requires a vote of the Board during open session to adopt the General Manager's Review

Manager's Recommendation:

Adopt review as previously accepted by the Board.

Background:

At its September 2021 monthly meeting, the Board considered this year's review of the General Manager's performance. The performance review has been finalized and signed by both the Board President and General Manger.

Impact on the Budget:

None

Previous Actions:

None.

Date: **Sept 21, 2021**

Employee Name: **Brian Lee**

Appraisal Period From: **Sept. 17, 2020 – Sept 16, 2021**

Position Title: General Manager

Department: Administration

Hire Date: September 17, 2018

Date Began This Position: September 17, 2018

Appraising Supervisor: Board of Directors

Reason for Appraisal: Annual Review

Overall Supervisor Comments.

-

What are the employee's strengths?

- Excellent leadership skills
- Identifies problems and addresses them in a timely manner
- Creative problem-solving skills
- Creative thinking
- Identifying future needs of the company to contribute to the overall success

Specific examples of employee's major achievements during the review period.

- Developed updated financial report format for Board approval. Working to integrate report format into Tyler-Incode software.
- Policies updated this past year include Travel, Inventory, Investment, Service to Rental Property, Vacation & Sick Leave, Purchasing and Reserve Funds.
- CIP projects initiated or completed this past year totaled about \$4M and included Holly Drive Reservoir Tank Construction, Reservoir 9 Pipeline, AMR Meter Replacement, Frankish Tunnel Outfall Improvements, Cliff Drive, Primrose Drive, Euclid Crescent Drive and Linda Lane Pipeline Replacements, Generators for Holly Drive Booster Station, Booster Station #19 and Shaft 6 Chlorination Station, demolition of Booster Stations 5 and 15.
- Reports initiated or completed this past year include Benefits and Compensation study, Update to Employee Handbook, Urban Water Management Plan (UWMP), American Water Infrastructure Act Risk and Resiliency Assessment, AWIA Emergency Response Plan and Risk and a Resiliency Assessment of SCADA system.
- Negotiation of cell tower lease at Well 15
- New 5-year contract with ADT security systems for office, yard and high-risk sites
- Switched SCADA Consulting services
- Reinstatement of 401k Plan
- Worked with City of Upland and Monte Vista Water District to provide an additional 322 acre-feet to the City and 15.6 acre-feet to the District above their entitlement, all at tier-1 rates during the month of December due to higher-than-normal canyon flow. This provided a savings of over \$100,000 for the City and over \$5,000 for the District compared to tier-2 rates. Yearly water provided to the City exceeded entitlement by 3.5% and the District by 2.3%
- Project design modifications and worked quickly to identify areas needing improvement, and quickly addressed and resolved these issues.

In what areas could the employee improve performance?

-

Specific examples which demonstrate employee's need for improvement in this review period.

-

What training or other learning experience would help the employee improve?

- More education on the state and federal laws regarding the mutual water companies, in order to improve our understanding and develop further ways to protect our companies. Reaching out to state agencies and federal mutual water companies to get advice and gain a broader perspective on the greater operations of water companies in the state of California.

What objectives should the employee accomplish within the next review period?

- (Incomplete from last year) Start the review of our long-term consulting contracts, legal and IT for this upcoming year. Remaining consulting contracts for future review include auditor, 401k investment advisors and health insurance.
- (Incomplete from last year) Wrap-up Master Plan (scheduled for completion in December 2021)
- Start the Design of Well-19 replacement. Release bid documents for construction of Well 19.
- Continue advancing our financial reporting.
- Continue moving forward on replacement facility with a 2023 completion date.
- Continue to move forward with the agreed upon agenda and staying close to the proposed budgets as possible.

Supervisor's Recommendation:

Recommend a 7% merit-based increase in base pay; from \$95.17/hr. to \$101.83/hr. based on a Performance Rating of "Meets Expectations".

This Appraisal has been discussed with me and I've received a copy for my reference.

Brian C. Lee

Employee's Signature

Sept. 22, 2021

Date

Tom R. Thomas

Board President's Signature

9-22-2021

Date

Agenda Item No. 6D

Item Title: 2022 Major Activities Calendar

Purpose:

To present the proposed calendar of meetings, holidays, and events scheduled for 2022.

Issue:

Does the Board perceive any conflicts with the proposed calendar or recommend changes made to the next year meeting dates? The November AFC meeting is currently scheduled for the week of Thanksgiving and may need to be moved or deferred to ensure a quorum.

Manager's Recommendation:

That the Board approve the proposed 2022 Calendar for meetings.

Background:

Attached to this report is a schedule of meetings and events in the 2022 Calendar Year that includes:

- Board Meetings (Monthly)
- Administrative & Finance Committee Meetings (Bi-monthly)
- Planning, Resources & Operations Committee Meetings (Bi-Monthly)
- Shareholder's Meeting – Annually
- Board Budget Workshop – Early December to workout preliminary budgets for approval at the December Board meeting.
- No advisory committee meetings are scheduled for December.
- Company Holidays

Staff proposes beginning each year with the AFC meetings to accommodate end of year fiscal item review in November, prior to final year Board Meeting in December.

Previous Action:

None

Impact on Budget:

None.

SAN ANTONIO WATER COMPANY

Item 6D

MAJOR ACTIVITIES CALENDAR

2022

JANUARY						
S	M	T	W	T	F	S
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						


AUGUST						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			


DECEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

 Board Meetings


 AFC Meetings

 PROC Meetings

 Company Holidays

 Annual Shareholder's Meeting

 Board Budget Workshop

 Alternate Friday (Office Closed)

BOARD MEETING DATES

Jan 18	Jul 19
Feb 15	Aug 16
Mar 15	Sept 20
Apr 19	Oct 18
May 17	Nov 15
Jun 21	Dec 20

COMPANY HOLIDAYS OBSERVED

New Year's Day	December 31st
Martin Luther King Day	January 17th
President's Day	February 21st
Memorial Day	May 30th
Independence Day	July 4th
Labor Day	September 5th
Thanksgiving	November 23rd
Day after Thanksgiving	November 24th
1/2 Day Christmas Eve	December 22nd
Christmas	December 26th
New Year's Day	January 2nd

Item Title: Tracking Code Changes to Chart of Accounts

Purpose: To update and revise the Company's tracking codes for the Chart of Accounts

Issue:

Does Advisory Committee agree with the changes and update to the tracking codes for the Company's Chart of Accounts?

Manager's Recommendation:

That Advisory Committee recommends the Board review and approve the revised tracking codes for the Chart of Accounts (COA).

Background:

A COA is an organizational tool that provides a digestible breakdown of all the financial transactions that a company conducted during a specific accounting period, broken down into subcategories. It is important to consider any changes as it affects the years for comparison and budgeting purposes. The last change was done in the 90's. The old general manager wanted tracking by facility, materials, contract services and labor. This created an extensive chart of accounts. Since this change, staff has never had the need to breakdown this level of detail for management. The current set up requires an extensive COA.

An example of the current set up is attached. The simpler tracking will allow staff to utilize a lot smaller COA when it comes to timecard keeping, saving staff and company time. Staff does not expect the change to affect the financial reports or hinder budgeting or financial comparisons.

Impact on the Budget:

None.

Previous Actions:

None

Chart of Accounts

Tracking Codes

Following is the current list of tracking codes along with the proposed list of tracking codes:

EXAMPLE:

Old: 10-01-CS-50100-00000

New: 10-00-00-50100-00000

Current Code

Proposed Code

LB = Labor

LB = Labor

CS = Contract Services

MT = Materials

UT = Utilities

GN = General

GN = General

OP = Operations

OP = Operations

00 = Undesignated

00 = Undesignated

10: Fund

01: Facility # [not carrying to new chart of accounts – utilize 00]

CS: Tracking Code [see above new codes]

50100: General Ledger # [no change anticipated]

00000: Project # [no change anticipated]

Agenda Item No. 6F

Item Title: Board Gift

Purpose:

Consider an annual end-of-year monetary gift for employees in recognition for their services to the Company.

Issue:

In past years the Board has presented a monetary gift to employees at the end of year celebratory luncheon.

Manager's Recommendation:

Discuss this year's Board gift and budgetary figure for 2022.

Background:

In past years the Board has given an end-of-year gift to Company employees as a monetary 'thank-you' for service to the Company. Board gifts from 2007 to 2019 has been \$1,250 for each employee. Last year the Board increased the Board gift to \$1,500 for each employee and prorated for any employee that had not yet completed a year's service and current part time employees.

In the past, it has been the pleasure of the Board to hand out the gifts to its employees at the end of the year luncheon. This year, COVID allowing, our luncheon will be held at Garden Eden Fusion Grill on Thursday, December 2, 2021.

Previous Action:

At a special meeting on November 13, 2019 the AFC made a recommendation to the full Board to authorize the end of year gift @ \$1,250 per employee and prorated for part-time employees. It was also discussed to bring this item up earlier for consideration for budget and any change.

On September 20, 2020 the AFC voted to recommend increasing the end of year gift to \$1,500.

Impact on Budget:

Approximately \$13,000