



# SAN ANTONIO WATER COMPANY

## BOARD OF DIRECTORS MEETING

Tuesday, February 18, 2025 at  
5:00 p.m.

In the Upland City Hall Council Chambers 460 N.  
Euclid Avenue, Upland, CA 91786  
And Virtual/Online or Teleconference

**Members of the public may join the meeting by computer, tablet or smartphone.**

<https://meet.goto.com/391841717>

**You can also dial in using your phone.**

Access Code: 391-841-717

United States: [+1 \(224\) 501-3412](tel:+12245013412)

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 action 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 January 21, 2025
- B. Planning, Resources, and Operations Committee (PROC) Meeting Minutes  
No meeting minutes to approve.
- C. Administration and Finance Committee (AFC) Meeting Minutes  
Regular meeting minutes of September 24, 2024.
- D. AdHoc Committee for Office Feasibility Study  
No meeting minutes to approve.
- E. Financial Statement  
Income Statement and Balance Sheet for December 31, 2024.
- F. Investment Activity Report  
Monthly Report of Investments Activity.
- G. Water Production and Consumption  
Monthly water production and consumption figures.
- H. Prominent Issues Update  
Status summaries on certain on-going active issues.
- I. Projects and Operations Update  
Status summaries on projects and operations matters.
- J. Groundwater Level Patterns [Quarterly in January, April, July, and October]  
Tracking patterns of groundwater elevations relative to ground surface.
- K. Conservation Program Update [Quarterly in January, April, July, and October]  
Update on SAWCo's existing water conservation programs.
- L. Correspondence of Interest

5. Board Committee – Delegate Report:

- A. PVPA Representative Report  
Verbal report by Director Parker.

- B. Six Basins Representative Report  
Verbal report by Mr. Lee.
- C. Chino Basin Representative Report  
Verbal report by Mr. Lee.
- D. Cucamonga Basin Representative Report  
Verbal report by Mr. Lee.
- E. Administration and Finance Committee (AFC) Chairman's Report  
Verbal report by Director Velto.
- F. Planning, Resources, and Operations Committee (PROC) Chairman's Report  
No meeting to report.
- G. Office & Yard Feasibility Study Ad Hoc Committee  
No meeting to report.

6. Company Driving Policy

Discussion and possible action approving a company driving policy.

7. Directors Compensation Policy

Discussion and possible action approving a revised compensation policy Resolution 2025.02.01

8. Closed Session:

- A. EMPLOYEE PERFORMANCE EVALUATION [Government Code § 54957]: General Manager
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)] Name of Case: San Antonio Water Company v. Foothill Irrigation Company, et al., San Bernardino Superior Court Case No. 92645
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Gov't Code § 54956.9(d)(1)] Name of Case: Aqueous Film-Forming Foams Product Liability Litigation, Master Docket No. 2:18-mn-2873-RMG

9. Director's Comments and Future Agenda Items

Adjournment

*The next regular Board Meeting will be held on Tuesday March 18, 2025 at 5:00 p.m.*

NOTE: All agenda report items and back-up materials are available for review and/or acquisition from the Company Office (139 N. Euclid Avenue, Upland, CA.) during regular office hours, Monday through Thursday [7:30a – 11:30a and 12:30p – 5:00p] and on the Company's website [www.sawaterco.com](http://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 February 13, 2025 a true and correct copy of this agenda was posted at the entry of the Water Company's office (139 N. Euclid Avenue), on the City of Upland public bulletin board (460 N. Euclid Ave.), Public Library (450 N. Euclid Ave.), and on the Water Company's website.

**SAN ANTONIO WATER COMPANY**  
**MINUTES OF THE SAN ANTONIO WATER COMPANY**  
**Tuesday, January 21, 2025**

An open meeting of the Board of Directors of the San Antonio Water Company (SAWCo) was called to order at 5:00 p.m. on the above date at the City of Upland Council Chambers, 460 N. Euclid Ave., Upland, California. Directors present were Rudy Zuniga, Will Elliott, Bill Velto, Kati Parker, Bob Cable, Becky Miller and Bob Bowcock. Also in attendance were SAWCo's General Manager Brian Lee, General Legal Counsel Derek Hoffman, and Senior Administrative Specialist Tiffany Dickinson. President Zuniga presided.

Director Elliott led all in attendance in the flag salute.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Shareholder-Public Testimony: None.
4. Consent Calendar Items:
  - A. Approval of Board Meeting Minutes  
Regular Meeting Minutes of December 17, 2024
  - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes  
No meeting minutes to approve.
  - C. Administration and Finance Committee (AFC) Meeting Minutes  
No meeting minutes to approve.
  - D. AdHoc Committee for Office Feasibility Study  
No meeting minutes to approve.
  - E. Financial Statement  
Income Statement and Balance Sheet for November 30, 2024.
  - F. Investment Activity Report  
Monthly Report of Investments Activity.
  - G. Water Production and Consumption  
Monthly water production and consumption figures.
  - I. Prominent Issues Update  
Status summaries on certain on-going active issues.
  - J. Projects and Operations Update  
Status summaries on projects and operations matters.
  - K. Groundwater Level Patterns [Quarterly in January, April, July, and October]  
Tracking patterns of groundwater elevations relative to ground surface.
  - L. Conservation Program Update [Quarterly in January, April, July, and October]  
Update on SAWCo's existing water conservation programs.
  - M. Correspondence of Interest

Director Miller moved and Director Parker 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 Parker stated PVPA did not meet in January therefore there is no update to report.
- B. **Six Basins Representative Report** – Mr. Lee stated there is no update to report.
- C. **Chino Basin Representative Report** – Mr. Lee stated they received a tentative ruling from the appeals court regarding the assessment packages for the prior two years. Ontario's efforts to question those assessment packages based on the dry year yield program and Ontario has been fighting that for about two years now. The appeals court reversed the lower courts ruling and said Ontario's filings were timely and sent back to the lower courts.

Mr. Hoffman reiterated this is a tentative opinion of the court of appeal, and they will notify interested parties about a hearing date.

Director Elliott asked if this directly impacts the company.

Mr. Lee responded it would impact the company's assessment packages for the prior two years and all assessment packages moving forward. He also added SAWCo does not participate in the dry year yield program but there would be minor dollar shifting.

- D. **Cucamonga Basin Representative Report** – Mr. Lee stated there is no update to report.
- E. **Administration and Finance Committee (AFC) Chairman's Report** – No meeting to report.

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. Annual Shareholder’s Meeting Location and Appointment of Inspectors of Election: Mr. Lee stated the importance of this item is for the board to approve the date and time of the annual shareholder’s meeting and gives the shareholders time to vote for proxies and nominate slates. He added he will be reaching out to primarily the City of Upland and all other shareholders, letting them know this will go into effect the date the board chooses.

Mr. Lee requested the board to consider possible amendment to appoint inspector of elections, in which staff is being recommended.

With no discussion from the Board, Director Elliott moved and Director Velto seconded to approve the Annual Shareholder’s Meeting date and time of April 8, 2025 at 6:00 PM and approve staff as recommended inspectors of election. Motion carried unanimously.

7. San Antonio Heights Association Citizen’s on Patrol Donation: Mr. Lee stated this is a yearly item that comes up in January or February, and in the past the company has donated \$1,000 to the SAHA Citizen’s on Patrol. Prior to direct donations, the company used to contribute to the pancake breakfast but since Covid, the company felt a direct contribution will be more efficient but do encourage the continuance of the pancake breakfast.

With no discussion from the Board, Director Velto moved and Director Elliott seconded to approve staff to donate \$1,000 to the San Antonio Heights Association Citizen’s on Patrol. Motion carried unanimously.

8. Review of Legal Services Rates: Mr. Lee reported the rate increase letter from Fennemore is provided in the Board packet. Fennemore has held its rate study for two years per contract and this is the first opportunity for them to adjust. They are taking that opportunity and staff supports and thinks it is reasonable. He added it is baked into this year’s budget already.

Mr. Hoffman explained his and Mr. Kevin Randolph’s current rates, and the proposed increase would be to bring their rates up to 90% of their standard rate, so there is still a 10% discount on their standard rate but brings their rates more current with market. He added the 10% discount will be applied firmwide, because currently other attorneys that assist on certain issues bill at their standard rate.

Director Velto questioned if the yearly budget for legal services was in the report.

Mr. Lee responded in the impact on the budget for this year, staff has budgeted \$240,000 for 2025 expenses for legal costs which is in line with what staff projected to spend last year. Staff is proposing to keep legal costs steady to reduce hours billed.

Director Parker moved and Director Miller seconded to approve the increase of legal services rates. Motion carried unanimously.

9. Closed Session:

A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION [Government Code Section 54956.9(d)(1)] Name of Case: San Antonio Water Company v. Foothill Irrigation Company, et al., San Bernardino Superior Court Case No. 92645

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Gov’t Code § 54956.9(d)(1)] Name of Case: Aqueous Film-Forming Foams Product Liability Litigation, Master Docket No. 2:18-mn-2873-RMG

The Board went into closed session at 5:10 PM. Upon return from the closed session at 6:02 PM, Mr. Hoffman stated the Board met in closed session on the two items listed on the agenda and there is nothing to report.

10. Director’s Comments and Future Agenda Items: Mr. Lee stated staff has a future item, next Thursday, January 30 from 10:00 AM – 12:00 PM, there is going to be a symposium called The Law of the Basin, regarding Chino Basin Watermaster held at the Pomona Water Facility.

January 21, 2024

Director Miller thanked Mr. Lee for organizing a tour for the board of directors of company facilities, to become more familiar with all the different aspects and resources of the Company. She also added she enjoyed attending the ACWA (Association of California Water Agencies) conference where she was able to see all the aspects of water management and resources.

Adjournment:

With no further business to discuss the meeting was adjourned at 6:05 PM.

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Assistant Secretary  
Brian Lee

SAN ANTONIO WATER COMPANY  
ADMINISTRATION and FINANCE COMMITTEE (AFC)  
MINUTES

September 24, 2024

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was held at the Company office and called to order at 4:00 p.m. on the above date as noticed. Committee Members present were Bill Velto, Bob Cable, Becky Miller, and Rudy Zuniga. Also in attendance were SAWCo's General Legal Counsel Derek Hoffman, General Manager Brian Lee, and Senior Administrative Specialist Tiffany Dickinson. Director Velto presided.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Director Miller moved and Director Cable seconded to approve the meeting minutes of July 23, 2023. Motion carried unanimously.
5. Administrative and Financial Issues:

**A. *Employee Year End Gift-Discussion and possible action regarding Board's Year End Gift to Employees***- Mr. Lee stated historically the board has given a gift to the employees as a thank you for their efforts of the past year and added is already worked in the budget.

Director Cable moved and Director Miller seconded to approve the Board's year end gift to employees as presented and bring to the full Board. Motion carried unanimously.

**B. *Major Activities Calendar 2025-Review, comment, and possibly approve the major activities calendar for 2025***- Mr. Lee pointed out the board meetings, committee meetings and company holidays are highlighted as presented on the 2025 major activities calendar.

Director Cable moved and Director Miller seconded to approve the major activities calendar for 2025 as presented and move forward to the Board. Motion carried unanimously.

**C. *Workplace Violence Prevention Plan-Recommend approving a workplace violence prevention plan***- Mr. Lee explained the company's training program was bought out and the new training program company has a workplace violence program that requires staff to have a workplace violence prevention plan policy and while working on said policy realized this was required by the state by July 1, 2024. Staff went ahead with a template the state provided and fit it to staff as best possible. Legal counsel is currently reviewing and making minor adjustments to meet the needs of the program and the state.

Director Cable moved and Director Miller seconded to approve sending the workplace violence prevention plan to the full Board for approval after final review from legal counsel and staff. Motion carried unanimously.

**D. *Outside Payroll Services RFP-Discussion regarding Outside Payroll Services Request for Proposal (RFP)***- Mr. Lee stated now that the company has moved to a 4/10 schedule,

staff believes there is a cost and time savings involved in moving to an outside payroll service. Moving to an outside payroll service will help alleviate staff time to focus on other issues and staff will also get help on HR issues. He added the RFP's have been issued and once proposals come back, those results will be brought back to the AFC and then moving to the full board.

**E. Rate Study Proposal-Consider a proposal to conduct a Rate Study-** Mr. Lee reported staff received one proposal from the four firms staff reached out to. Wildan, the firm that submitted the proposal provided a comprehensive proposal and the budget they proposed is just right, and for reference the last rate study done in 2017 with Corollo was about \$60,000 and the budget proposed by Wildan is half that.

Director Velto questioned if the budgets are impacted percentage wise.

Mr. Lee responded yes, with inflation over the past four years plus the rate study budgets will be impacted, especially construction.

Mr. Lee added the rate study consultant will take the dollar figures in the master plan update them for inflationary purposes and apply those to forward looking rates.

Director Zuniga asked if a four-tier rate study would be beneficial for the company.

Mr. Lee responded he would like the consultant to look at having a base tier that would be applied evenly across to all shareholders. Then look at the cost of service to the upper zone, Holly zone and the Canyon zone and have an 'add-on' for the cost of electricity it takes to pump up to the upper zones.

Mr. Hoffman added in part of Wildan's response, Wildan will propose different concepts for the Board and staff to consider, and different structures. They are offering a model to toggle different components to evaluate different structures and how it is translated into rates and assessments.

Mr. Lee concluded he believe Wildan's proposal is well done and proposed rate and cost is good and would like to negotiate a contract with Wildan providing the AFC approves to move this item to the Board for approval.

There was consensus on the Committee to bring the item to the Board for consideration and approval.

6. Closed Session  
General Manager's Annual Review, Goals and Objectives [Government Code § 54957 subdivision 9(b)0]

The AFC went into closed session at 4:18 PM. Upon return from the closed session at 4:43 PM, Mr. Hoffman stated the AFC met in closed session for the one item on the agenda and there is no reportable action.

7. General Manager:  
Discussion and Possible Action Related to Annual Performance Evaluation/Compensation Adjustment Pursuant to Employment Contract

September 24, 2024

Director Velto stated he would like the total compensation package, the total gross number, rather than just the salary be sent to all directors prior to the next meeting.

8. Committee Comments and Future Agenda Items: None
9. Adjournment: Seeing no further business, the meeting was adjourned at 4:46 p.m.

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Assistant Secretary  
Brian Lee





San Antonio Water Company, CA

# Income Statement Group Summary

For Fiscal: 2024 Period Ending: 12/31/2024

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Category: 4 - Income</b>					
<b>SubCategory: 40 - Shareholder Revenue</b>					
1185 - Water Sales - Domestic	730,000.00	730,000.00	142,490.33	679,342.73	50,657.27
1230 - Water Fixed Charges - Domestic	261,000.00	261,000.00	44,103.90	264,462.48	-3,462.48
1245 - Water Sales - Municipal	3,100,000.00	3,100,000.00	255,188.54	3,076,347.58	23,652.42
1268 - Water Fixed Charges - Municipal	554,000.00	554,000.00	46,170.00	554,040.00	-40.00
1274 - Water Sales - Misc.	260,000.00	260,000.00	29,245.95	273,523.29	-13,523.29
1288 - Water Fixed Charges - Misc.	46,000.00	46,000.00	3,842.00	46,292.00	-292.00
1295 - Water Fixed Charges - Inactive Shareholders	52,000.00	52,000.00	8,648.00	51,547.55	452.45
1300 - Sale of Water/From Storage	0.00	0.00	189,000.00	189,000.00	-189,000.00
1309 - Shareholder Fees	8,800.00	8,800.00	4,792.44	19,859.02	-11,059.02
1405 - Capital Facility Connection Fee	0.00	0.00	5,691.00	26,237.74	-26,237.74
<b>SubCategory: 40 - Shareholder Revenue Total:</b>	<b>5,011,800.00</b>	<b>5,011,800.00</b>	<b>729,172.16</b>	<b>5,180,652.39</b>	<b>-168,852.39</b>
<b>SubCategory: 42 - Non-Shareholder Revenue</b>					
1725 - Misc. Income	2,000.00	2,000.00	2.81	11,531.40	-9,531.40
1750 - Service/Litigation Agreements	0.00	0.00	37.80	2,172.55	-2,172.55
1753 - Ground Lease Income	70,000.00	70,000.00	5,070.54	62,046.48	7,953.52
1755 - Interest Earned	20,000.00	20,000.00	0.00	125,504.20	-105,504.20
1785 - Gain on Sale of Asset	0.00	0.00	35,000.00	35,000.00	-35,000.00
1875 - Overhead Income	0.00	0.00	1,643.45	1,643.45	-1,643.45
<b>SubCategory: 42 - Non-Shareholder Revenue Total:</b>	<b>92,000.00</b>	<b>92,000.00</b>	<b>41,754.60</b>	<b>237,898.08</b>	<b>-145,898.08</b>
<b>Category: 4 - Income Total:</b>	<b>5,103,800.00</b>	<b>5,103,800.00</b>	<b>770,926.76</b>	<b>5,418,550.47</b>	<b>-314,750.47</b>
<b>Category: 5 - O &amp; M Expense</b>					
<b>SubCategory: 50 - Operating Facilities</b>					
2175 - Field Labor	480,000.00	480,000.00	41,272.74	440,339.32	39,660.68
2235 - Repairs to Facilities and Equipment	350,000.00	350,000.00	44,162.62	357,369.76	-7,369.76
2265 - Power-Gas & Electric (utilities)	900,000.00	900,000.00	73,283.37	968,836.19	-68,836.19
<b>SubCategory: 50 - Operating Facilities Total:</b>	<b>1,730,000.00</b>	<b>1,730,000.00</b>	<b>158,718.73</b>	<b>1,766,545.27</b>	<b>-36,545.27</b>
<b>SubCategory: 51 - Operating Activities</b>					
2475 - Customer Service	10,000.00	10,000.00	-139.15	10,342.81	-342.81
2498 - Conservation	26,000.00	26,000.00	1,428.09	14,071.33	11,928.67
<b>SubCategory: 51 - Operating Activities Total:</b>	<b>36,000.00</b>	<b>36,000.00</b>	<b>1,288.94</b>	<b>24,414.14</b>	<b>11,585.86</b>
<b>SubCategory: 52 - Other Operating Expense</b>					
2210 - O & M - All Other	3,500.00	3,500.00	0.00	3,064.53	435.47
2295 - Supplies (Inventory & Tools Expense)	10,000.00	10,000.00	211.30	18,778.06	-8,778.06
2565 - Depreciation/Amortization	1,100,000.00	1,100,000.00	107,901.48	1,177,551.09	-77,551.09
2715 - Property Taxes	240,000.00	240,000.00	0.00	280,458.39	-40,458.39
2805 - Water Resource Mgmt.	143,000.00	143,000.00	0.00	272,112.91	-129,112.91
2845 - Inventory Shrinkage	0.00	0.00	58,720.14	58,720.14	-58,720.14
<b>SubCategory: 52 - Other Operating Expense Total:</b>	<b>1,496,500.00</b>	<b>1,496,500.00</b>	<b>166,832.92</b>	<b>1,810,685.12</b>	<b>-314,185.12</b>
<b>Category: 5 - O &amp; M Expense Total:</b>	<b>3,262,500.00</b>	<b>3,262,500.00</b>	<b>326,840.59</b>	<b>3,601,644.53</b>	<b>-339,144.53</b>
<b>Category: 6 - G &amp; A Expense</b>					
<b>SubCategory: 60 - Personnel</b>					
2115 - Administrative Labor	540,000.00	540,000.00	44,730.33	557,763.08	-17,763.08
2325 - Payroll Taxes	80,000.00	80,000.00	6,608.77	82,859.22	-2,859.22
2355 - Worker's Compensation Insurance	18,000.00	18,000.00	1,857.00	16,519.80	1,480.20
2385 - Benefit Pay (Vac., sick, etc.)	195,000.00	195,000.00	27,039.83	225,551.57	-30,551.57
2415 - Benefit Insurance (Pension,Life,Medical,Vision etc)	250,000.00	250,000.00	20,813.83	264,156.65	-14,156.65
2430 - Benefit Administrative Services	2,000.00	2,000.00	0.00	100.00	1,900.00
<b>SubCategory: 60 - Personnel Total:</b>	<b>1,085,000.00</b>	<b>1,085,000.00</b>	<b>101,049.76</b>	<b>1,146,950.32</b>	<b>-61,950.32</b>

**Income Statement**

**For Fiscal: 2024 Period Ending: 12/31/2024**

<b>IncomeStatement</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
<b>SubCategory: 61 - Other</b>					
2445 - Office/IT Support	60,000.00	60,000.00	12,198.42	117,017.50	-57,017.50
2505 - Directors Fees & Expense	32,000.00	32,000.00	4,442.54	39,020.75	-7,020.75
2535 - Liability Insurance	60,000.00	60,000.00	0.00	79,621.69	-19,621.69
2595 - Communication	43,000.00	43,000.00	136.26	34,433.77	8,566.23
2625 - Dues & Publications	3,500.00	3,500.00	0.00	10,403.00	-6,903.00
2655 - Outside Services	20,000.00	20,000.00	0.00	16,611.05	3,388.95
2745 - Income Tax Expense	12,500.00	12,500.00	0.00	19,200.00	-6,700.00
2775 - Accounting	20,000.00	20,000.00	0.00	21,888.77	-1,888.77
2776 - Legal	200,000.00	200,000.00	16,115.99	260,300.99	-60,300.99
2790 - Human Resources Expense	0.00	0.00	0.00	1,359.79	-1,359.79
2865 - All other	30,000.00	30,000.00	583.22	6,619.16	23,380.84
<b>SubCategory: 61 - Other Total:</b>	<b>481,000.00</b>	<b>481,000.00</b>	<b>33,476.43</b>	<b>606,476.47</b>	<b>-125,476.47</b>
<b>Category: 6 - G &amp; A Expense Total:</b>	<b>1,566,000.00</b>	<b>1,566,000.00</b>	<b>134,526.19</b>	<b>1,753,426.79</b>	<b>-187,426.79</b>
<b>Total Surplus (Deficit):</b>	<b>275,300.00</b>	<b>275,300.00</b>	<b>309,559.98</b>	<b>63,479.15</b>	

Income Statement

For Fiscal: 2024 Period Ending: 12/31/2024

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - 10	275,300.00	275,300.00	309,559.98	63,479.15	211,820.85
<b>Total Surplus (Deficit):</b>	<b>275,300.00</b>	<b>275,300.00</b>	<b>309,559.98</b>	<b>63,479.15</b>	

These figures are presented prior to year end auditor adjustment entries



San Antonio Water Company, CA

# Balance Sheet

## Account Summary

As Of 12/31/2024

Account	Name	Balance
<b>Fund: 10 - 10</b>		
<b>Assets</b>		
<b>BalSubCategory: 10 - Cash</b>		
<a href="#">10-00-00-10100-00000</a>	Petty Cash	250.00
<a href="#">10-00-00-10201-00000</a>	Checking Account-8431	1,004,782.58
<a href="#">10-00-00-10415-00000</a>	D&O Checking Account	1,236,163.57
<a href="#">10-00-00-10438-00000</a>	Depre/Obsolescene Res (LAIF)	2,719,887.42
	<b>Total BalSubCategory 10 - Cash:</b>	<b>4,961,083.57</b>
<b>BalSubCategory: 11 - Accounts Receivable</b>		
<a href="#">10-00-00-11100-00000</a>	Accounts Receivable-Domestic	192,269.50
<a href="#">10-00-00-11200-00000</a>	Accounts Receivable-Municipal	301,358.54
<a href="#">10-00-00-11250-00000</a>	Accounts Receivable-Misc.	33,574.84
<a href="#">10-00-00-11260-00000</a>	Accounts Receivable - Dormant	8,775.22
<a href="#">10-00-00-11275-00000</a>	Contra Accounts Receivable - Unapplied C	-16,835.87
<a href="#">10-00-00-11300-00000</a>	Accounts Receivable-Other	413,432.67
	<b>Total BalSubCategory 11 - Accounts Receivable:</b>	<b>932,574.90</b>
<b>BalSubCategory: 12 - Inventory</b>		
<a href="#">10-00-00-12100-00000</a>	Inventories-Materials & Supply	90,832.64
	<b>Total BalSubCategory 12 - Inventory:</b>	<b>90,832.64</b>
<b>BalSubCategory: 13 - Prepaid</b>		
<a href="#">10-00-00-13100-00000</a>	Prepaid Insurance	8,868.75
<a href="#">10-00-00-13105-00000</a>	PREPAID POSTAGE	369.00
	<b>Total BalSubCategory 13 - Prepaid:</b>	<b>9,237.75</b>
<b>BalSubCategory: 14 - Investments</b>		
<a href="#">10-00-00-14150-00000</a>	P.V.P.A. Investment	1.00
<a href="#">10-00-00-14151-00000</a>	457B Plan Investment	111,380.39
	<b>Total BalSubCategory 14 - Investments:</b>	<b>111,381.39</b>
<b>BalSubCategory: 15 - Property, Plant, &amp; Equipment</b>		
<a href="#">10-00-00-15100-00000</a>	Land & Water Rights	920,161.26
<a href="#">10-00-00-15110-00000</a>	Work in Progress	87,402.84
<a href="#">10-00-00-15110-1507J</a>	Work in Progress "Proj J"	323,774.42
<a href="#">10-00-00-15110-2201</a>	Work in Progress	74,866.13
<a href="#">10-00-00-15110-2203</a>	Work in Progress-Proj 2203	51,422.55
<a href="#">10-00-00-15150-00000</a>	Buildings & Site Improvements	1,827,589.96
<a href="#">10-00-00-15200-00000</a>	Wells-Shafts, Bldgs, & Equip	8,268,168.51
<a href="#">10-00-00-15250-00000</a>	Boosters-Bldgs & Equip	2,629,884.62
<a href="#">10-00-00-15300-00000</a>	Reservoirs	5,302,886.16
<a href="#">10-00-00-15350-00000</a>	Tunnels, Forebay, & Ponds	1,592,905.29
<a href="#">10-00-00-15400-00000</a>	Spreading Works-Cucamonga Wash	54,859.53
<a href="#">10-00-00-15410-00000</a>	Spreading Works-SanAntonio Wsh	50,235.18
<a href="#">10-00-00-15450-00000</a>	Pipelines	19,727,407.10
<a href="#">10-00-00-15500-00000</a>	Autos & Equipment	937,605.41
<a href="#">10-00-00-15550-00000</a>	Tools	109,906.68
<a href="#">10-00-00-15600-00000</a>	Telemetry System	704,419.66
<a href="#">10-00-00-15650-00000</a>	Office Equipment	510,373.67
<a href="#">10-00-00-15990-00000</a>	Accumulated Depreciation	-17,377,935.47
	<b>Total BalSubCategory 15 - Property, Plant, &amp; Equipment:</b>	<b>25,795,933.50</b>
<b>BalSubCategory: 16 - Other Assets</b>		
<a href="#">10-00-00-16100-00000</a>	Documents & Studies	952,379.74
<a href="#">10-00-00-16105-24010</a>	Work in Progree	745.00

**Balance Sheet**

**As Of 12/31/2024**

Account	Name	Balance	
<a href="#">10-00-00-16990-00000</a>	Accumulated Amortization	-669,135.69	
	<b>Total BalSubCategory 16 - Other Assets:</b>	<b>283,989.05</b>	
	<b>Total Assets:</b>	<b>32,185,032.80</b>	<b><u>32,185,032.80</u></b>
<b>Liability</b>			
<b>BalSubCategory: 20 - Short-term less than 1 year</b>			
<a href="#">10-00-00-20100-00000</a>	Trade Accounts Payable	10,872.94	
<a href="#">10-00-00-20115-00000</a>	D&O Trade Accounts Payable	745.00	
<a href="#">10-00-00-20320-00000</a>	Federal Unemployment Tax	630.00	
<a href="#">10-00-00-20600-00000</a>	Water Hydrant Meter Deposit	1,700.00	
<a href="#">10-00-GN-20820-00000</a>	Accrued Vacation Payable	20,404.60	
<a href="#">10-00-OP-20820-00000</a>	Accrued Vacation Payable	24,818.57	
	<b>Total BalSubCategory 20 - Short-term less than 1 year:</b>	<b>59,171.11</b>	
<b>BalSubCategory: 21 - Long-term more than 1 year</b>			
<a href="#">10-00-00-20152-00000</a>	457B Deferred Comp Liability	111,380.39	
<a href="#">10-00-00-21500-00000</a>	Unclaimed Credits	101,543.99	
	<b>Total BalSubCategory 21 - Long-term more than 1 year:</b>	<b>212,924.38</b>	
	<b>Total Liability:</b>	<b>272,095.49</b>	
<b>Equity</b>			
<b>BalSubCategory: 30 - Stockholder equity</b>			
<a href="#">10-00-00-30200-00000</a>	Contributed Capital - Ext. Fee	447,258.02	
<a href="#">10-00-00-30210-00000</a>	Contr. Property, Plant & Equip	2,432,256.77	
<a href="#">10-00-00-30300-00000</a>	Capital Account	1,500,000.00	
<a href="#">10-00-00-30310-00000</a>	Unissued Capital Stock	-861,100.00	
<a href="#">10-00-00-30400-00000</a>	Retained Earnings-Brd Designated	3,956,050.99	
<a href="#">10-00-00-30410-00000</a>	Retained Earnings-Unrestricted	24,374,992.38	
	<b>Total BalSubCategory 30 - Stockholder equity:</b>	<b>31,849,458.16</b>	
	<b>Total Beginning Equity:</b>	<b>31,849,458.16</b>	
Total Revenue		5,418,550.47	
Total Expense		5,355,071.32	
<b>Revenues Over/Under Expenses</b>		<b>63,479.15</b>	
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>31,912,937.31</b>	
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<b><u>32,185,032.80</u></b>

These figures are presented prior to year end auditor adjustment entries

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

						Reserves		
	Institution	Type of Investment	Date of Maturity	Rate of Interest	Account Balance as of 12/31/2024	Operating target: \$930k-\$1.85M	Depreciation & Obsolescence target: \$1.3M-\$5.2M	
Undesignated	Citizens Business Bank (CBB)	Checking	N/A	None	\$ 1,004,782.58	\$1,004,782.58	Capital Investment & Depreciation	Modernization
Designated	Citizens Business Bank (CBB)	Checking	N/A	None	\$ 1,236,163.57		\$ 1,236,163.57	
	Local Agency Investment Fund	LAIF	N/A	4.434%	\$ 2,719,887.42		\$ 936,725.22	\$1,783,162.20
					\$ 4,960,833.57	\$1,004,782.58	\$ 2,172,888.79	\$1,783,162.20

These figures are presented prior to year end auditor adjustment entries

2025 Production

CHINO BASIN	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Yearly Production Rights = 1232	-	0.00%	0.00%	0.00%	0.00%	0.00%	-	-	-	-	-	-	-
Well #12 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #15 - Domestic	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #16 - Domestic	-	-	-	-	-	-	-	-	-	-	-	-	-
Well#18 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	-	-	-	-	-	-	-	-	-	-	-	-	-
CUCAMONGA BASIN	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Yearly Production Rights = 6285 (1785 10-yr Average Spread)	10.55%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	-
Well #2	104.26	-	-	-	-	-	-	-	-	-	-	-	104.26
Well #3	-	-	-	-	-	-	-	-	-	-	-	-	-
Well#19 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #22	16.70	-	-	-	-	-	-	-	-	-	-	-	16.70
Well #24	325.59	-	-	-	-	-	-	-	-	-	-	-	325.59
Well #31	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #32 - Domestic	-	-	-	-	-	-	-	-	-	-	-	-	-
Upl. # 15 (SAWCo's Rts)	216.25	-	-	-	-	-	-	-	-	-	-	-	216.25
<b>Subtotal</b>	<b>662.80</b>	-	-	-	-	-	-	-	-	-	-	-	<b>662.80</b>
Upl. # 15 (WECWCo's Rts) <i>Memo Only</i>	-	-	-	-	-	-	-	-	-	-	-	-	-
SIX BASINS	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Yearly Production Rights = 932	14.58%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	-
Well #25-A	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #26	60.08	-	-	-	-	-	-	-	-	-	-	-	60.08
Well 27-A	75.79	-	-	-	-	-	-	-	-	-	-	-	75.79
<b>Subtotal</b>	<b>135.87</b>	-	-	-	-	-	-	-	-	-	-	-	<b>135.87</b>
<b>TOTAL PUMPED</b>	<b>798.66</b>	-	-	-	-	-	-	-	-	-	-	-	<b>798.66</b>
GRAVITY FLOW	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
V screen	218.34	-	-	-	-	-	-	-	-	-	-	-	218.34
backwash from city treatment plant	4.84	-	-	-	-	-	-	-	-	-	-	-	4.84
San Antonio Tunnel (forebay)	217.25	-	-	-	-	-	-	-	-	-	-	-	217.25
Frankish & Stamm Tunnel 8" PRODUCTION	-	-	-	-	-	-	-	-	-	-	-	-	-
San Ant. Tunnel Connect to City	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL GRAVITY</b>	<b>440.43</b>	-	-	-	-	-	-	-	-	-	-	-	<b>440.43</b>
Monthly	San Antonio Tunnel	V Screen, Frankish & Stamm Tunnel and TP Backwash	Gravity Production										
	217.25	223.18	440.43										
Cumulative	San Antonio Tunnel	V Screen, Frankish & Stamm Tunnel and TP Backwash	Gravity Production										
	217.25	223.18	440.43										
Purchased Water - Upl. City to Dom. Sys.	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Production</b>	<b>1,239.09</b>	-	-	-	-	-	-	-	-	-	-	-	<b>1,239.09</b>
<b>Total Cumulative Production</b>	<b>1,239.09</b>	-	-	-	-	-	-	-	-	-	-	-	
Domestic Production	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
	217.25	-	-	-	-	-	-	-	-	-	-	-	217.25
Irrigation Production	1,021.84	-	-	-	-	-	-	-	-	-	-	-	1,021.84
RainFall (Inches)	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	
	0.94	-	-	-	-	-	-	-	-	-	-	-	-
Cumulative (Inches)	0.94	-	-	-	-	-	-	-	-	-	-	-	-

## 2025 Consumption

<b>DOMESTIC</b>	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Dom. Sys. - Base	67.38	-	-	-	-	-	-	-	-	-	-	-	67.38
Dom. Sys. - Supplemental	12.82	-	-	-	-	-	-	-	-	-	-	-	12.82
Dom Sys - Tier 3	7.95	-	-	-	-	-	-	-	-	-	-	-	7.95
Dom. Sys. - Del. to Upland(24th/Campus)	50.56	-	-	-	-	-	-	-	-	-	-	-	50.56
Dom. Sys. -Del. To Upland ( Well 16/15)	-	-	-	-	-	-	-	-	-	-	-	-	-
Dom. Sys. - Del. to Upland(24th/Mtn)-installed 4/2/19	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00
Tunnel meter to the Upland Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>138.71</b>	-	-	-	-	-	-	-	-	-	-	-	<b>138.71</b>

Truck Loads - note only crosswall projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Well 32 Hydrant Mtr. - note only( started 8/6/18)Crosswalls	-	-	-	-	-	-	2.15	-	-	-	-	-	2.15

Irr. Note only Del. to MVWD(wheeled through Upland)	-	-	-	-	-	-	-	-	-	-	-	-	-
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<b>IRRIGATION</b>	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Irrig. Sys.-Upland(Pump & Rec'd) (City W#15)	216.25	-	-	-	-	-	-	-	-	-	-	-	216.25
Irrig. Sys. - Upl. City - Tier 1	494.27	-	-	-	-	-	-	-	-	-	-	-	494.27
Irrig. Sys. - Upl. City - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Monte Vista - Tier 1	48.50	-	-	-	-	-	-	-	-	-	-	-	48.50
Irrig. Sys. - Monte Vista - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Ont. City - Tier 1	43.00	-	-	-	-	-	-	-	-	-	-	-	43.00
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
Irrig. Sys. - Holiday Rock Co - Tier 2	13.37	-	-	-	-	-	-	-	-	-	-	-	13.37
Irrig. Sys. - Holiday Rock Co - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hill Golf Course - Tier 1	15.99	-	-	-	-	-	-	-	-	-	-	-	15.99
Irrig. Sys. - Red Hill Golf Course - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hill Golf Course - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 1	0.73	-	-	-	-	-	-	-	-	-	-	-	0.73
Irrig. Sys. - Red Hills HOA - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Minor Irrigators - Tier 1	3.67	-	-	-	-	-	-	-	-	-	-	-	3.67
Irrig. Sys. - Minor Irrigators - Tier 2	0.17	-	-	-	-	-	-	-	-	-	-	-	0.17
Irrig. Sys. - Minor irrigators - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>850.47</b>	-	-	-	-	-	-	-	-	-	-	-	<b>850.47</b>

<b>COMPANY TOTALS</b>	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
San Antonio Heights	88.15	-	-	-	-	-	-	-	-	-	-	-	88.15
City of Upland	761.08	-	-	-	-	-	-	-	-	-	-	-	761.08
Monte Vista Water District	48.50	-	-	-	-	-	-	-	-	-	-	-	48.50
City of Ontario	43.00	-	-	-	-	-	-	-	-	-	-	-	43.00
Cucamonga Valley Water District	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Rock Company	27.90	-	-	-	-	-	-	-	-	-	-	-	27.90
Red Hills Golf Course	15.99	-	-	-	-	-	-	-	-	-	-	-	15.99
Red Hill HOA	0.73	-	-	-	-	-	-	-	-	-	-	-	0.73
Minor Irrigators	3.84	-	-	-	-	-	-	-	-	-	-	-	3.84
<b>TOTAL</b>	<b>989.19</b>	-	-	-	-	-	-	-	-	-	-	-	<b>989.19</b>

<b>IRRIGATORS</b>	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Irrigator Emberton	0.29	-	-	-	-	-	-	-	-	-	-	-	0.29
Irrigator Dicarilo	0.18	-	-	-	-	-	-	-	-	-	-	-	0.18
Irrigator Mistretta	0.48	-	-	-	-	-	-	-	-	-	-	-	0.48
Irrigator Scheu	2.38	-	-	-	-	-	-	-	-	-	-	-	2.38
Irrigator Pfister	0.51	-	-	-	-	-	-	-	-	-	-	-	0.51



2025 Spread and Storage

Cucamonga Basin	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
23rd St. (Meter) - Basin 6 - A	24.23	-	-	-	-	-	-	-	-	-	-	-	24.23
15th Street Basin	-	-	-	-	-	-	-	-	-	-	-	-	-
Basin 3 meter (23rd street Clock)	51.88	-	-	-	-	-	-	-	-	-	-	-	51.88
Frankish & Stamm Tunnel to Basin 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Vscreen via Frankish & Stamm Meter to Basin 3	1.33	-	-	-	-	-	-	-	-	-	-	-	1.33
PRV Station (res 1)(basin 6)	0.40	-	-	-	-	-	-	-	-	-	-	-	0.40
<b>Monthly Spread</b>	<b>77.84</b>	-	-	-	-	-	-	-	-	-	-	-	<b>77.84</b>
<b>Cumulative Spread</b>	<b>77.84</b>	-	-	-	-	-	-	-	-	-	-	-	

Six Basins

Note: City of Upland Well Exercising may contribute to spread

<b>Monthly Spread</b>	<b>122.03</b>	-	-	-	-	-	-	-	-	-	-	-	<b>122.03</b>
<b>Cumulative Spread</b>	<b>122.03</b>	-	-	-	-	-	-	-	-	-	-	-	

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

Previous Storage	985.50	1,049.33	1,127.00	1,204.66	1,282.33	1,360.00	1,437.66	1,515.33	1,593.00	1,670.66	1,748.33	-
Spread	122.03	-	-	-	-	-	-	-	-	-	-	-
Unused Monthly OSY	(58.20)	77.67	77.67	77.67	77.67	77.67	77.67	77.67	77.67	77.67	77.67	-
<b>Current Storage Estimate</b>	<b>1,049</b>	<b>1,127</b>	<b>1,205</b>	<b>1,282</b>	<b>1,360</b>	<b>1,438</b>	<b>1,515</b>	<b>1,593</b>	<b>1,671</b>	<b>1,748</b>	<b>1,748</b>	-

932 yearly OSY = 77.67 monthly OSY

Chino Basin

<b>Monthly Spread</b>	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Cumulative Spread</b>	-	-	-	-	-	-	-	-	-	-	-	-	-

Local Supplemental Account (Spreading)*	7,808.00	-	-	-	-	-	-	-	-	-	-	-
Carry Over Account	1,122.10	-	-	-	-	-	-	-	-	-	-	-
Excess Carry Over Account*	7,805.60	-	-	-	-	-	-	-	-	-	-	-
Preemptive Replenishment Account	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Storage</b>	<b>16,735.70</b>	-	-	-	-	-	-	-	-	-	-	-
Spread	-	-	-	-	-	-	-	-	-	-	-	-
Unused Monthly OSY	102.67	-	-	-	-	-	-	-	-	-	-	-
<b>Current Storage Estimate*</b>	<b>16,838</b>	-	-	-	-	-	-	-	-	-	-	-

1,232 yearly OSY = 102.67 monthly OSY

\* Does not include yearly storage losses calc of 0.07%

Company Wide

<b>Monthly Spread</b>	<b>199.86</b>	-	-	-	-	-	-	-	-	-	-	-	<b>199.86</b>
<b>Cumulative Spread</b>	<b>199.86</b>	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Current Storage Estimate</b>	<b>17,888</b>	<b>1,127</b>	<b>1,205</b>	<b>1,282</b>	<b>1,360</b>	<b>1,438</b>	<b>1,515</b>	<b>1,593</b>	<b>1,671</b>	<b>1,748</b>	<b>1,748</b>	-	

Meter to spread ponds (NOTE ONLY)	0.44	-	-	-	-	-	-	-	-	-	-	-	0.44
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## 2025 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 = 6285 (4,500AF + 1785AF 10-yr Average Spread)

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Production	662.80	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Production	662.80	-	-	-	-	-	-	-	-	-	-	-	<b>662.80</b>
Cumulative Production Rights	523.73	-	-	-	-	-	-	-	-	-	-	-	<b>6,285</b>
<b>% of Production Rights*</b>	<b>10.55%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>10.5%</b>

### Six Basins Production

Yearly Production Rights = 932AF

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Production	135.87	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Production	135.87	-	-	-	-	-	-	-	-	-	-	-	<b>135.87</b>
Cumulative Production Rights	77.67	-	-	-	-	-	-	-	-	-	-	-	<b>932</b>
<b>% of Production Rights*</b>	<b>14.58%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>14.6%</b>

### Chino Basin Production

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

Yearly Production Rights = 1232AF

	Dec-23	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Production	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cumulative Production for 2023	2.43	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Water Year 23-24</b>														
Cumulative Production	2.43	-	-	-	-	-	-							2.43
Cumulative Rights	616.00	718.67	821.33	924.00	1,026.67	1,129.33	1,232.00							1,232.00
<b>% of Production Rights 22-23*</b>	-	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>							
<b>Water Year 24-25</b>														
Cumulative Production								-	-	-	-	-	-	-
Cumulative Rights								102.67	205.33	308.00	410.67	513.33	616.00	1,232.00
<b>% of Production Rights 22-23*</b>								-	-	-	-	-	-	-

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

Chino Basin	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	WY19-20
<b>Water Year 19-20</b>													
Cumulative Production	5.24	110.22	227.03	351.18	470.30	470.30	470.53	470.80	470.80	471.09	486.34	614.43	
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
<b>% of Production Rights 19-20</b>	<b>5.10%</b>	<b>53.68%</b>	<b>73.71%</b>	<b>85.51%</b>	<b>91.62%</b>	<b>76.35%</b>	<b>65.47%</b>	<b>57.32%</b>	<b>50.95%</b>	<b>45.89%</b>	<b>43.06%</b>	<b>49.87%</b>	

## 2025 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-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	<b>989.19</b>
<i>Cumulative Entitlement (straight line)</i>	1,040.09	-	-	-	-	-	-	-	-	-	-	-	<b>12,481</b>
<b>% of Entitlement*</b>	<b>7.93%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>7.9%</b>

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

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	<b>989.19</b>
<i>Cumulative Entitlement (straight line)</i>	1,083.33	-	-	-	-	-	-	-	-	-	-	-	<b>13,000</b>
<b>% of Entitlement*</b>	<b>7.61%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>7.6%</b>

### Production versus Consumption, Company Wide

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Production	1,239.09	-	-	-	-	-	-	-	-	-	-	-	1,239.09
Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	989.19
Spread	199.86	-	-	-	-	-	-	-	-	-	-	-	199.86
Total Consumption	1,189.05	-	-	-	-	-	-	-	-	-	-	-	1,189.05
Difference	50.04	-	-	-	-	-	-	-	-	-	-	-	50.04
<b>% of Production</b>	<b>4.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.00%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>4.0%</b>

### Production versus Consumption, Domestic System

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Production	217.25	-	-	-	-	-	-	-	-	-	-	-	217.25
Consumption	138.71	-	-	-	-	-	-	-	-	-	-	-	138.71
Monthly Difference	78.54	-	-	-	-	-	-	-	-	-	-	-	78.54
<b>% difference</b>	<b>56.62%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>56.6%</b>

### Production versus Consumption, Irrigation System

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Production	1,021.84	-	-	-	-	-	-	-	-	-	-	-	1,021.84
<i>Addition from Domestic</i>	78.54	-	-	-	-	-	-	-	-	-	-	-	78.54
Total Production	1,100.38	-	-	-	-	-	-	-	-	-	-	-	1,100.38
Consumption	1,050.34	-	-	-	-	-	-	-	-	-	-	-	1,050.34
Monthly Difference	50.04	-	-	-	-	-	-	-	-	-	-	-	50.04
<b>% difference</b>	<b>4.76%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>4.8%</b>

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

## 2025 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-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	<b>989.19</b>
Cumulative Entitlement	979.37	-	-	-	-	-	-	-	-	-	-	-	<b>12,481.14</b>
<b>% of Yearly Entitlement*</b>	<b>7.93%</b>												<b>7.93%</b>

Shares | 6,134

### COMPANY TOTALS

#### All Shares

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	989.19	-	-	-	-	-	-	-	-	-	-	-	<b>989.19</b>
Cumulative Entitlement	1,083.33	-	-	-	-	-	-	-	-	-	-	-	<b>13,000.00</b>
<b>% of Yearly Entitlement*</b>	<b>7.61%</b>												<b>7.61%</b>

Shares | 6,389

### San Antonio Heights

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	88.15	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	88.15	-	-	-	-	-	-	-	-	-	-	-	<b>88.15</b>
Cumulative Entitlement	70.45	-	-	-	-	-	-	-	-	-	-	-	<b>1,305.29</b>
<b>% of Yearly Entitlement*</b>	<b>6.75%</b>												<b>6.75%</b>

Shares | 642

### City of Upland

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	761.08	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	761.08	-	-	-	-	-	-	-	-	-	-	-	<b>761.08</b>
Cumulative Entitlement	764.98	-	-	-	-	-	-	-	-	-	-	-	<b>9,179.76</b>
<b>% of Yearly Entitlement*</b>	<b>8.29%</b>												<b>8.29%</b>

Shares | 4,511.50

### Monte Vista Water District

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	48.50	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	48.50	-	-	-	-	-	-	-	-	-	-	-	<b>48.50</b>
Cumulative Entitlement	56.42	-	-	-	-	-	-	-	-	-	-	-	<b>677.06</b>
<b>% of Yearly Entitlement*</b>	<b>7.16%</b>												<b>7.16%</b>

Shares | 333

### City of Ontario

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR
Consumption	43.00	-	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	43.00	-	-	-	-	-	-	-	-	-	-	-	<b>43.00</b>
Cumulative Entitlement	50.06	-	-	-	-	-	-	-	-	-	-	-	<b>600.76</b>
<b>% of Yearly Entitlement*</b>	<b>7.16%</b>												<b>7.16%</b>

Shares | 295

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

## 2025 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-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR	Shares	
Consumption	-	-	-	-	-	-	-	-	-	-	-	-	-		4
Cumulative Consumption	-	-	-	-	-	-	-	-	-	-	-	-	-		
Cumulative Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	8.14		
<b>% of Yearly Entitlement*</b>															

### Holiday Rock Company

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR	Shares	
Consumption	27.90	-	-	-	-	-	-	-	-	-	-	-	-		132
Cumulative Consumption	27.90	-	-	-	-	-	-	-	-	-	-	-	27.90		
Cumulative Entitlement	14.52	-	-	-	-	-	-	-	-	-	-	-	269.10		
<b>% of Yearly Entitlement*</b>	<b>10.37%</b>												<b>10.37%</b>		

### Red Hills Golf Course

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR	Shares	
Consumption	15.99	-	-	-	-	-	-	-	-	-	-	-	-		164
Cumulative Consumption	15.99	-	-	-	-	-	-	-	-	-	-	-	15.99		
Cumulative Entitlement	17.96	-	-	-	-	-	-	-	-	-	-	-	332.68		
<b>% of Yearly Entitlement*</b>	<b>4.81%</b>												<b>4.81%</b>		

### Minor Irrigators

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	THIS YEAR	Shares	
Consumption	3.84	-	-	-	-	-	-	-	-	-	-	-	-		45
Cumulative Consumption	3.84	-	-	-	-	-	-	-	-	-	-	-	3.84		
Cumulative Entitlement	4.97	-	-	-	-	-	-	-	-	-	-	-	92.07		
<b>% of Yearly Entitlement*</b>	<b>4.17%</b>												<b>4.17%</b>		

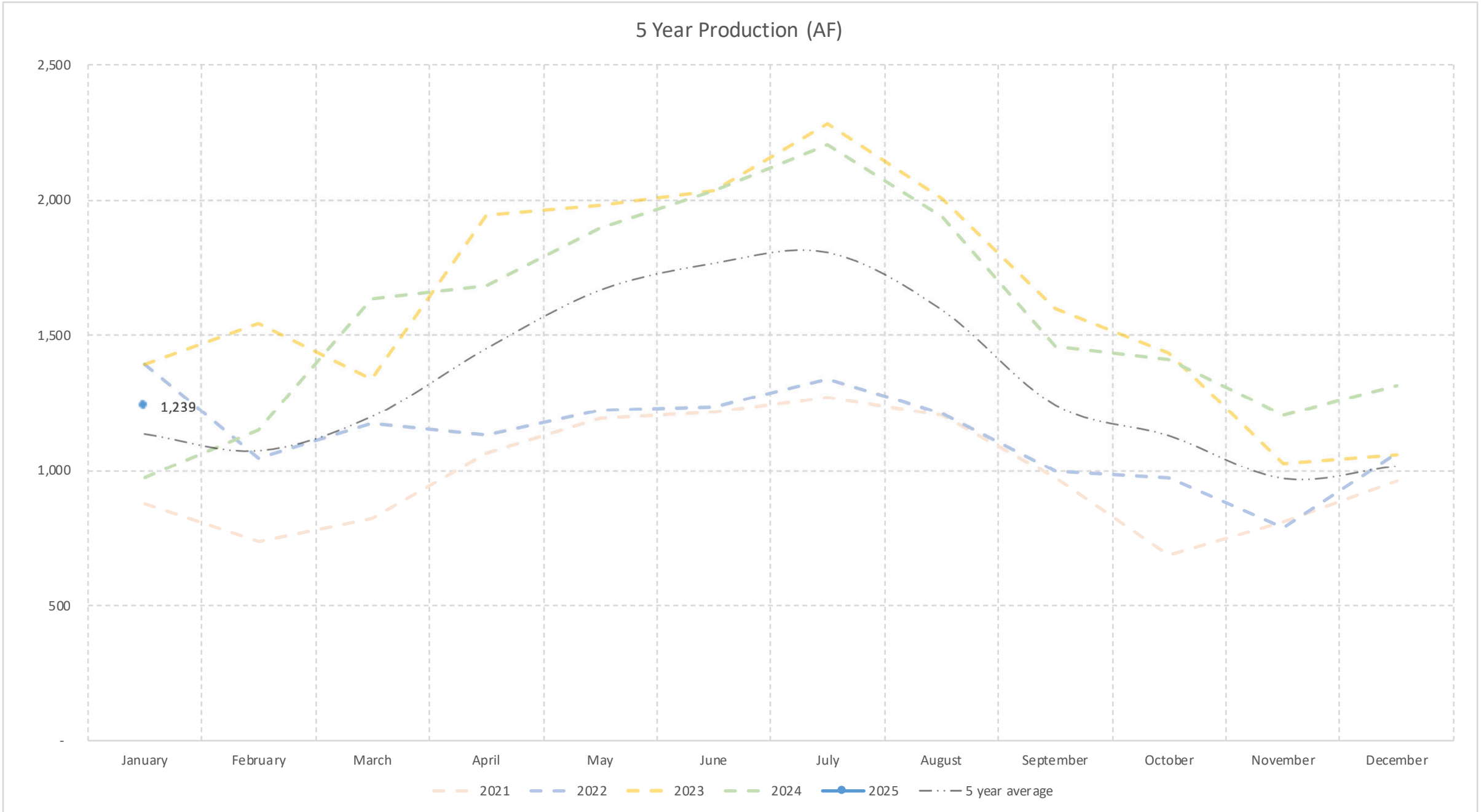
\* - Out months are Exponential Smoothing (ETS) forecasts based on consumption to date

### Cumulative Consumption to Date

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
Domestic	88.15	-	-	-	-	-	-	-	-	-	-	-
Municipal	852.58	-	-	-	-	-	-	-	-	-	-	-
Misc	48.46	-	-	-	-	-	-	-	-	-	-	-
<b>Total Consumption</b>	<b>989</b>	-	-	-	-	-	-	-	-	-	-	-

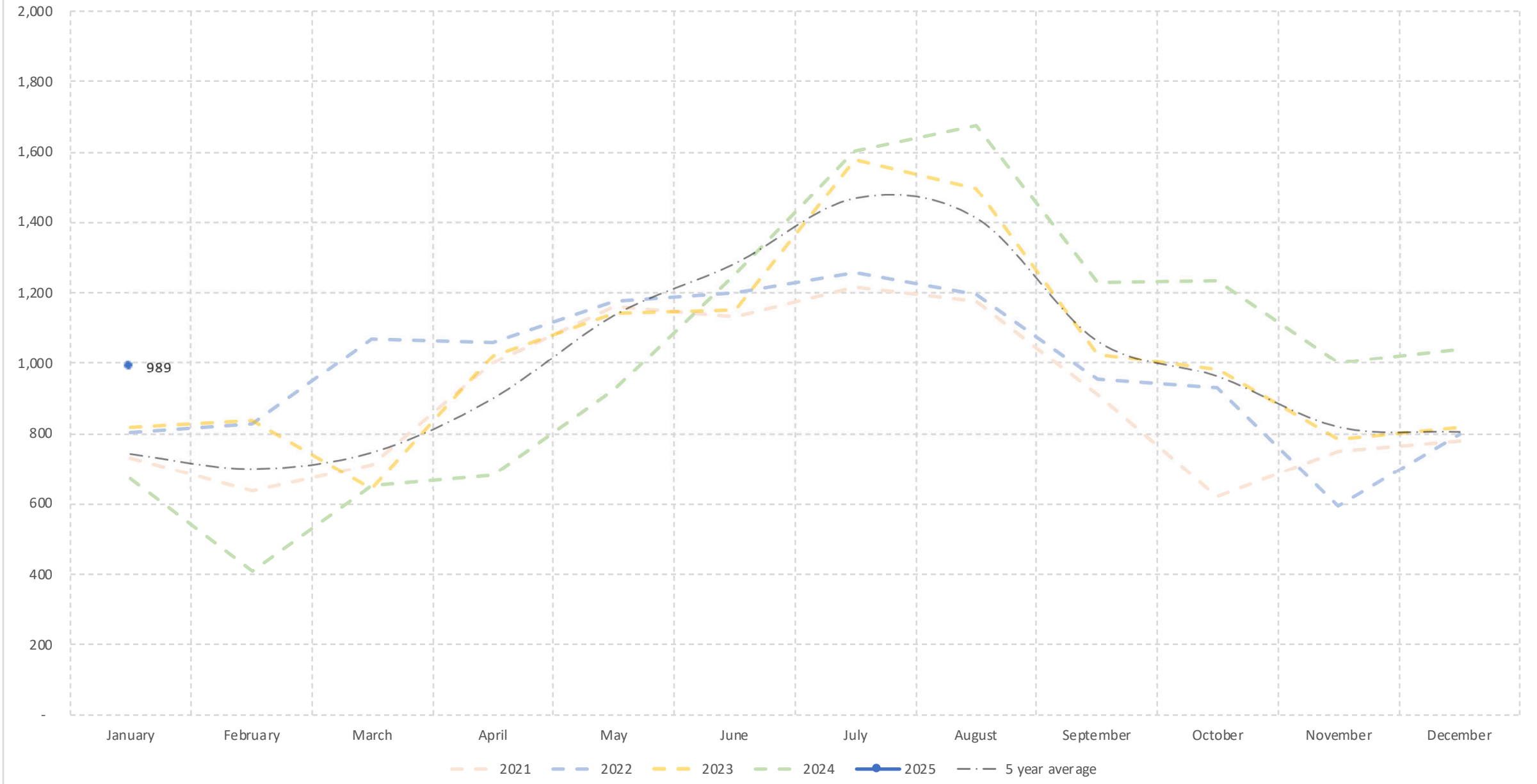
# 5yr Production

## 5 Year Production (AF)



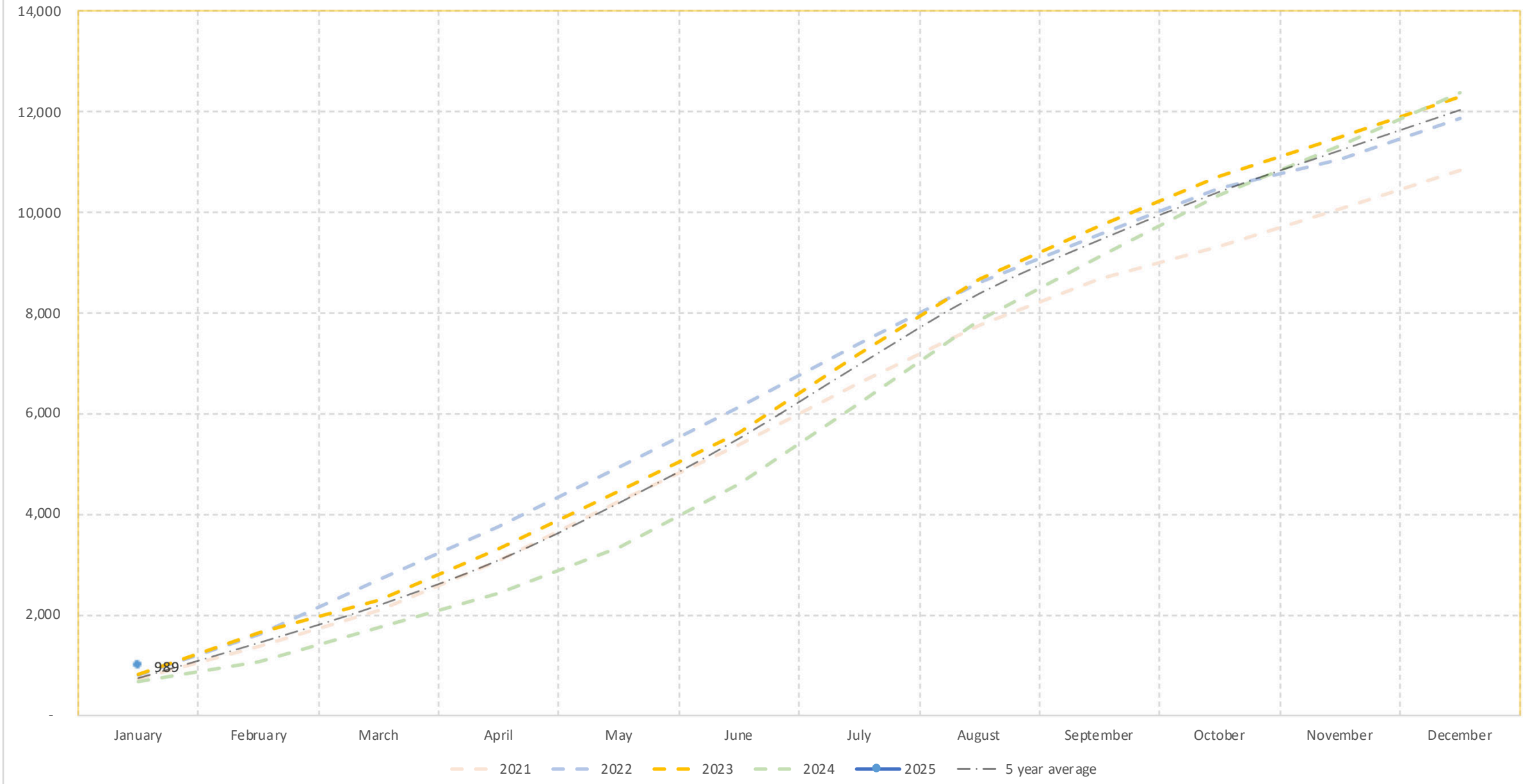
# 5yr Consumption

## 5 Year Consumption (AF)

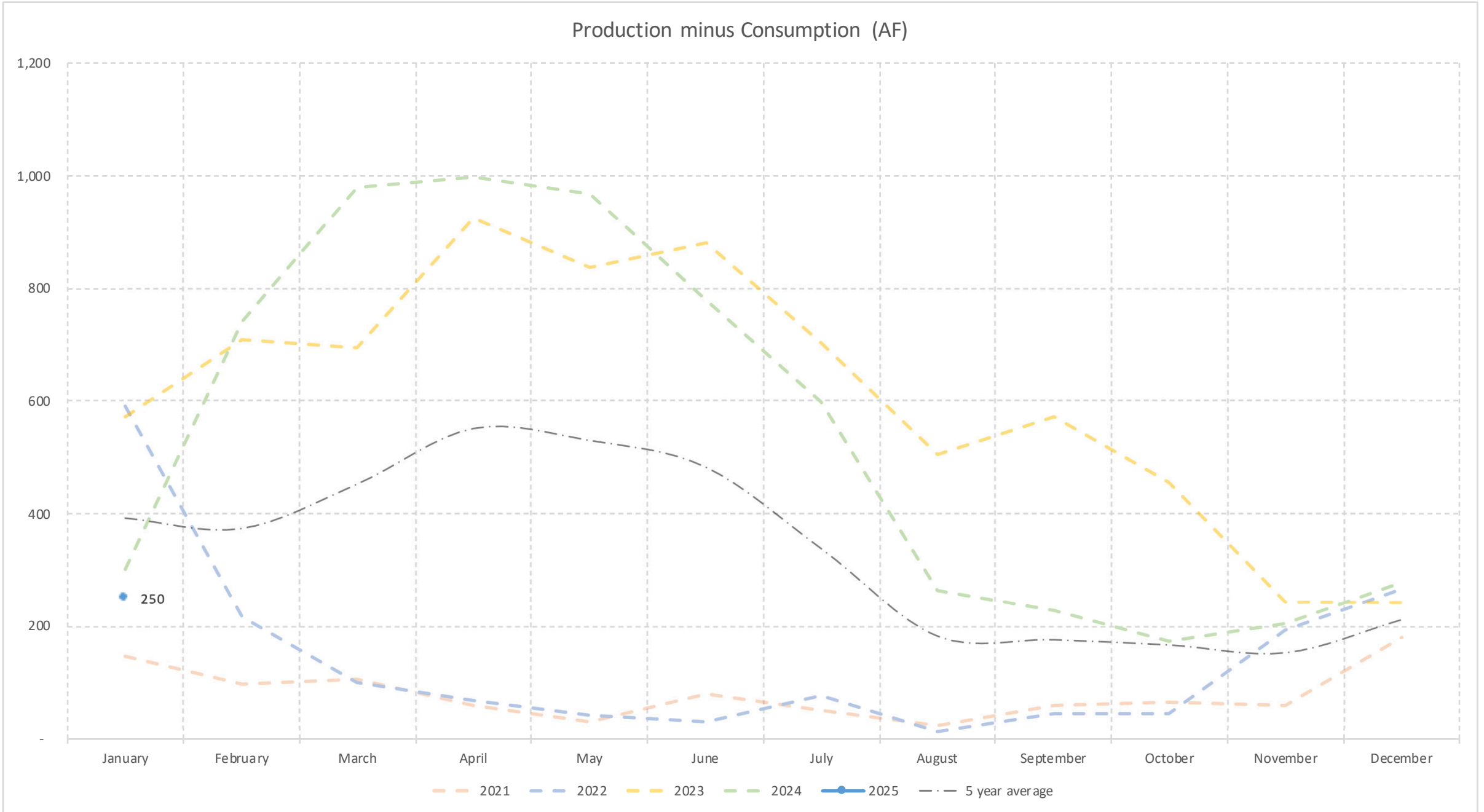


# 5yr Cumulative Consumption

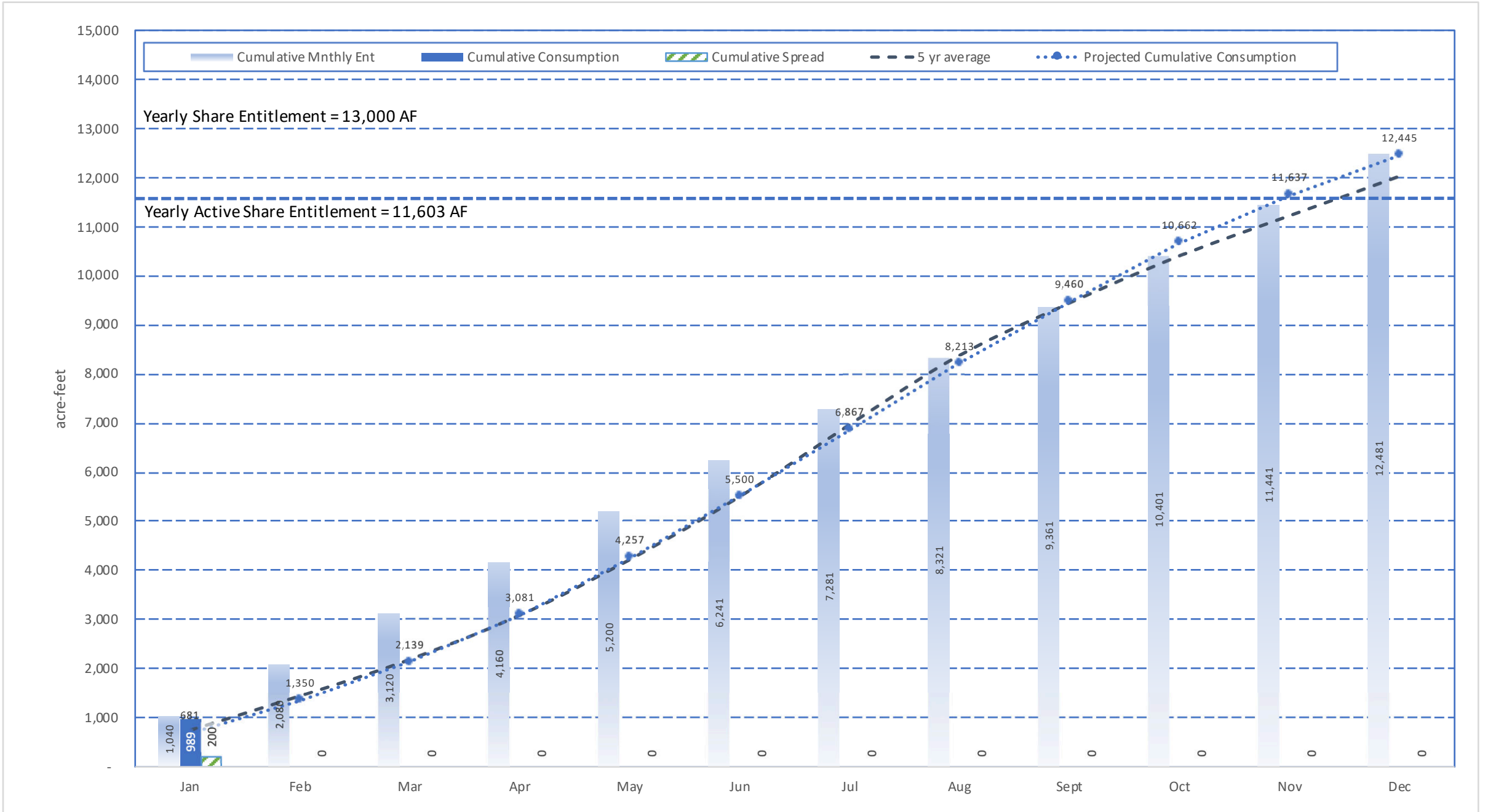
## Cumulative Consumption (AF)



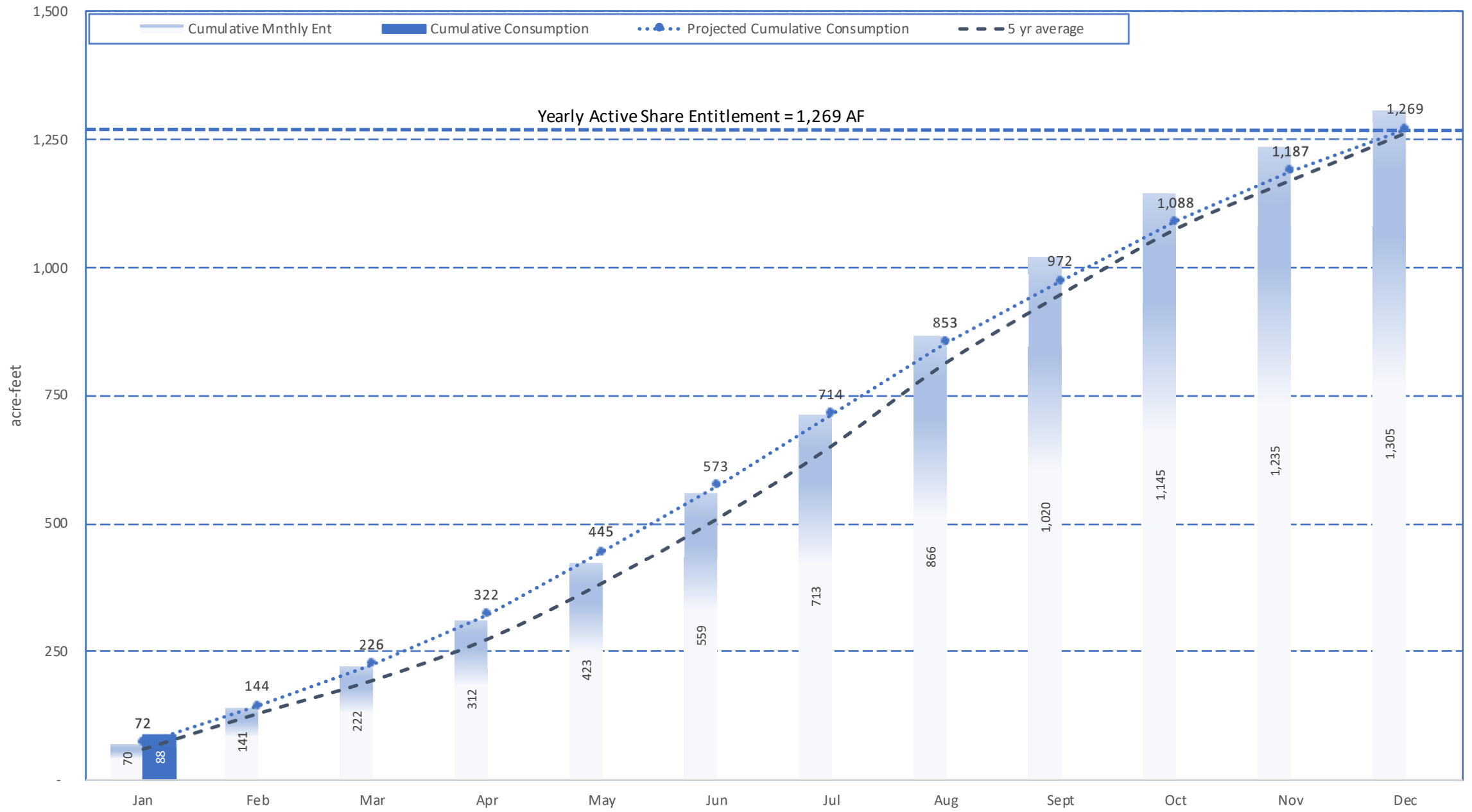




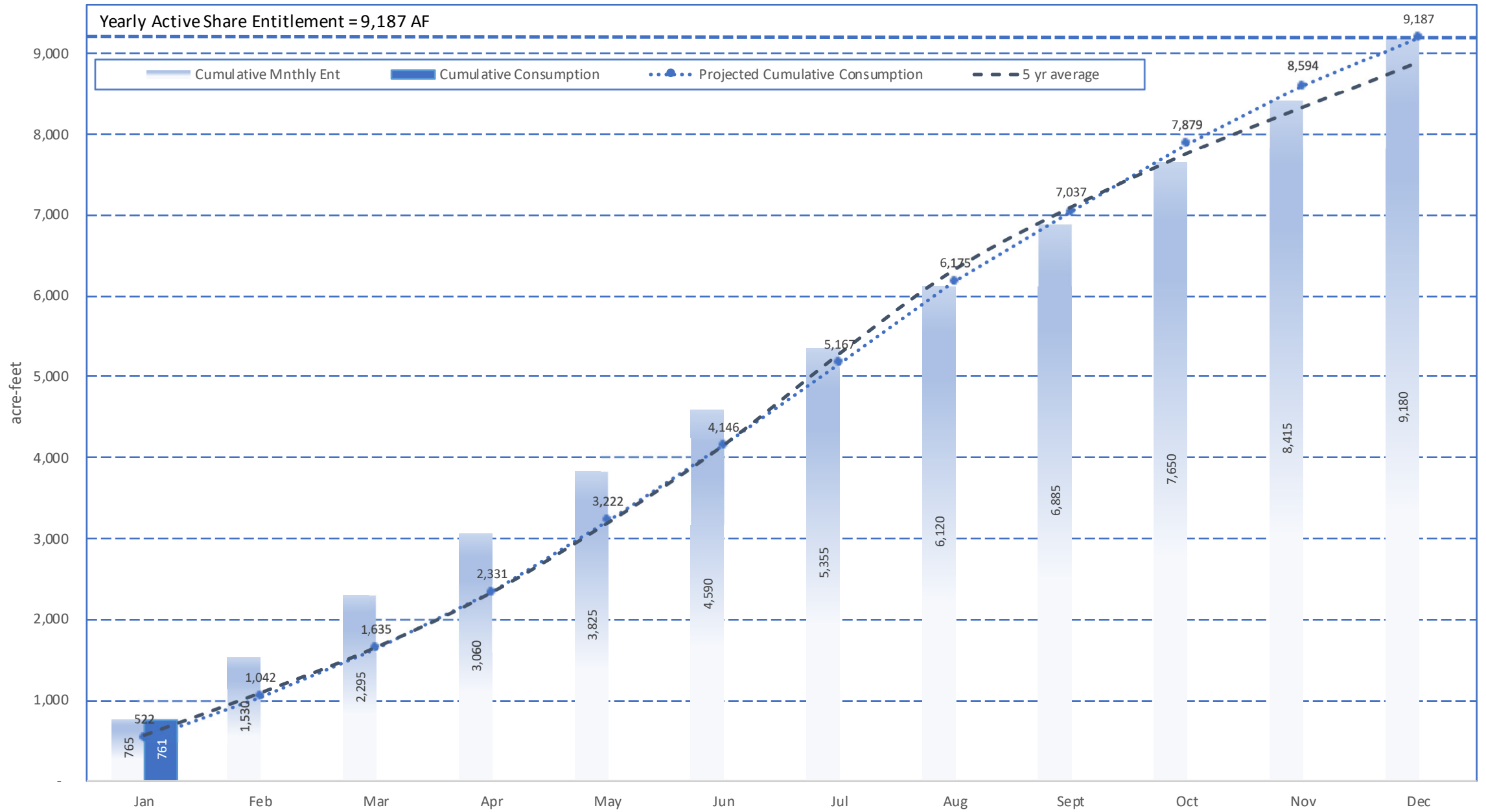
### 2025 Consumption Chart



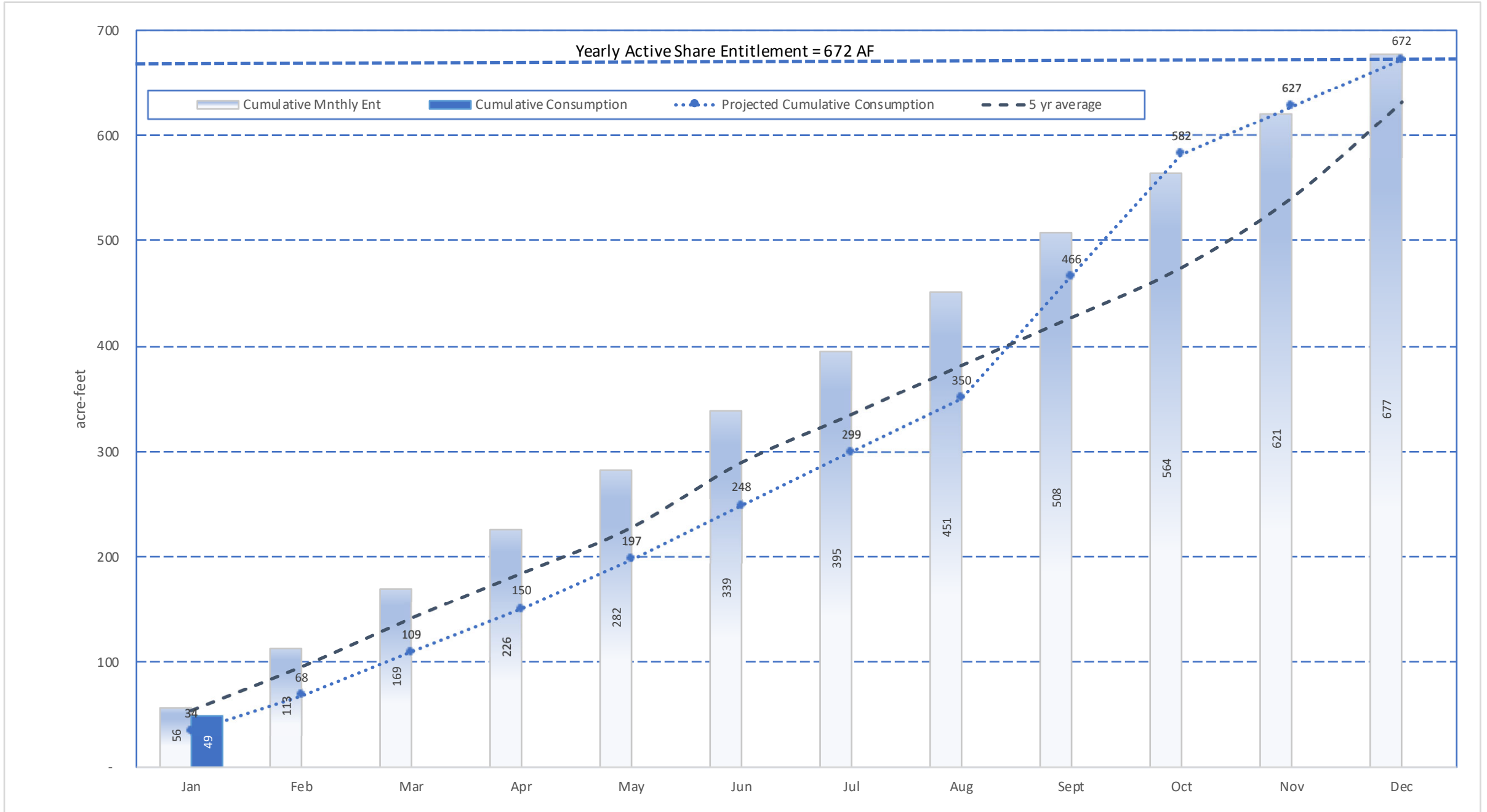
## 2025 Domestic Consumption



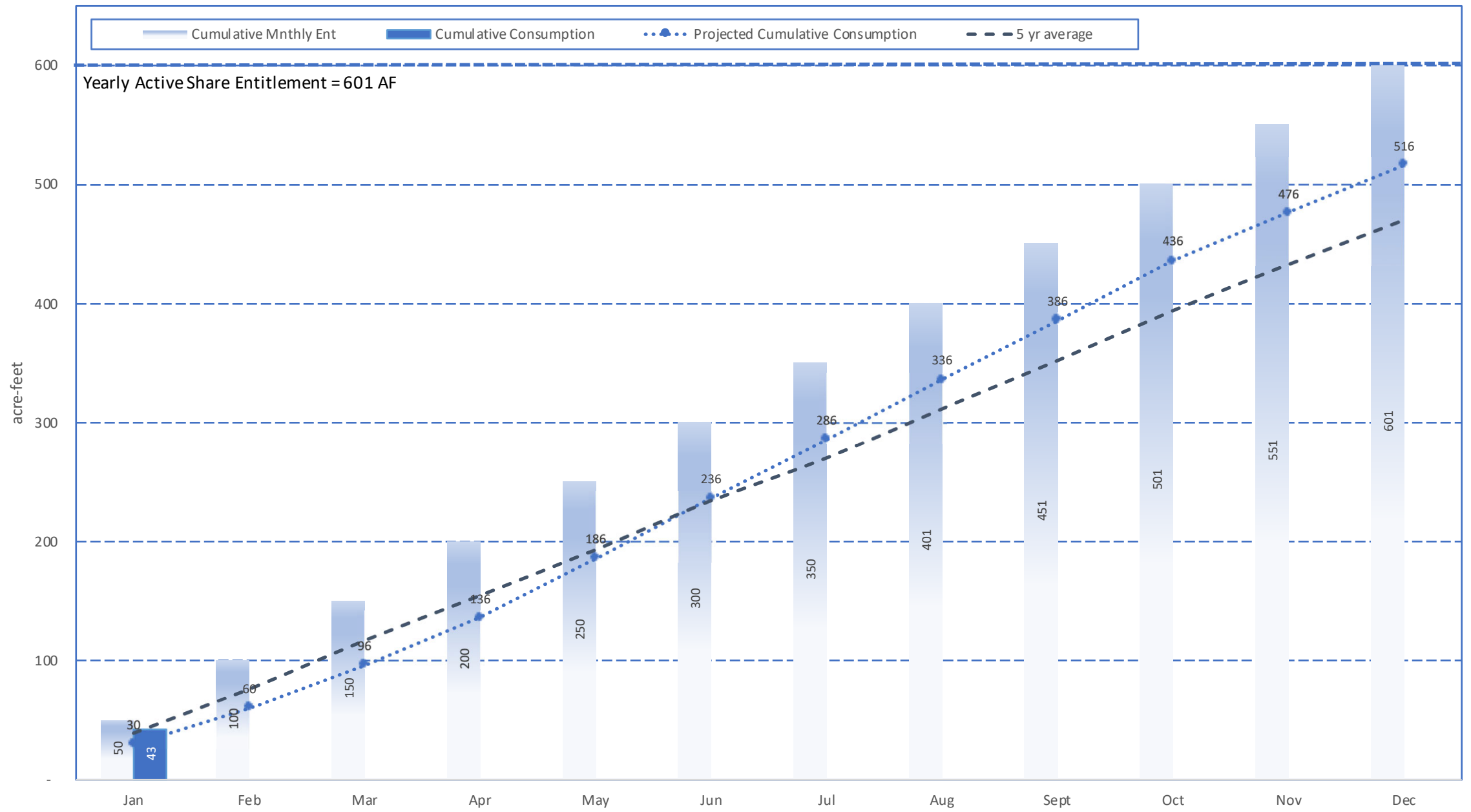
## 2025 Upland Consumption



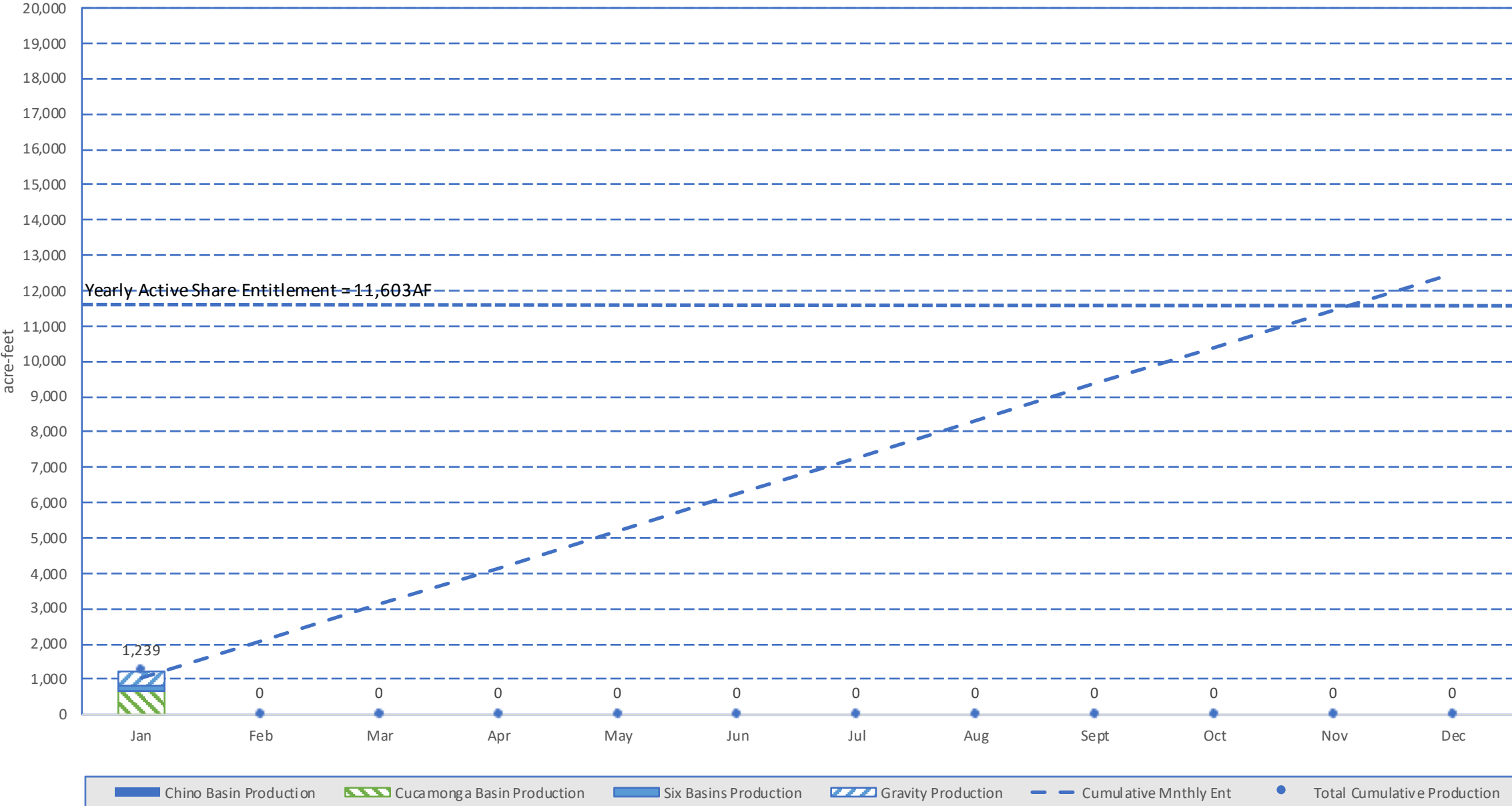
## 2025 Monte Vista Consumption



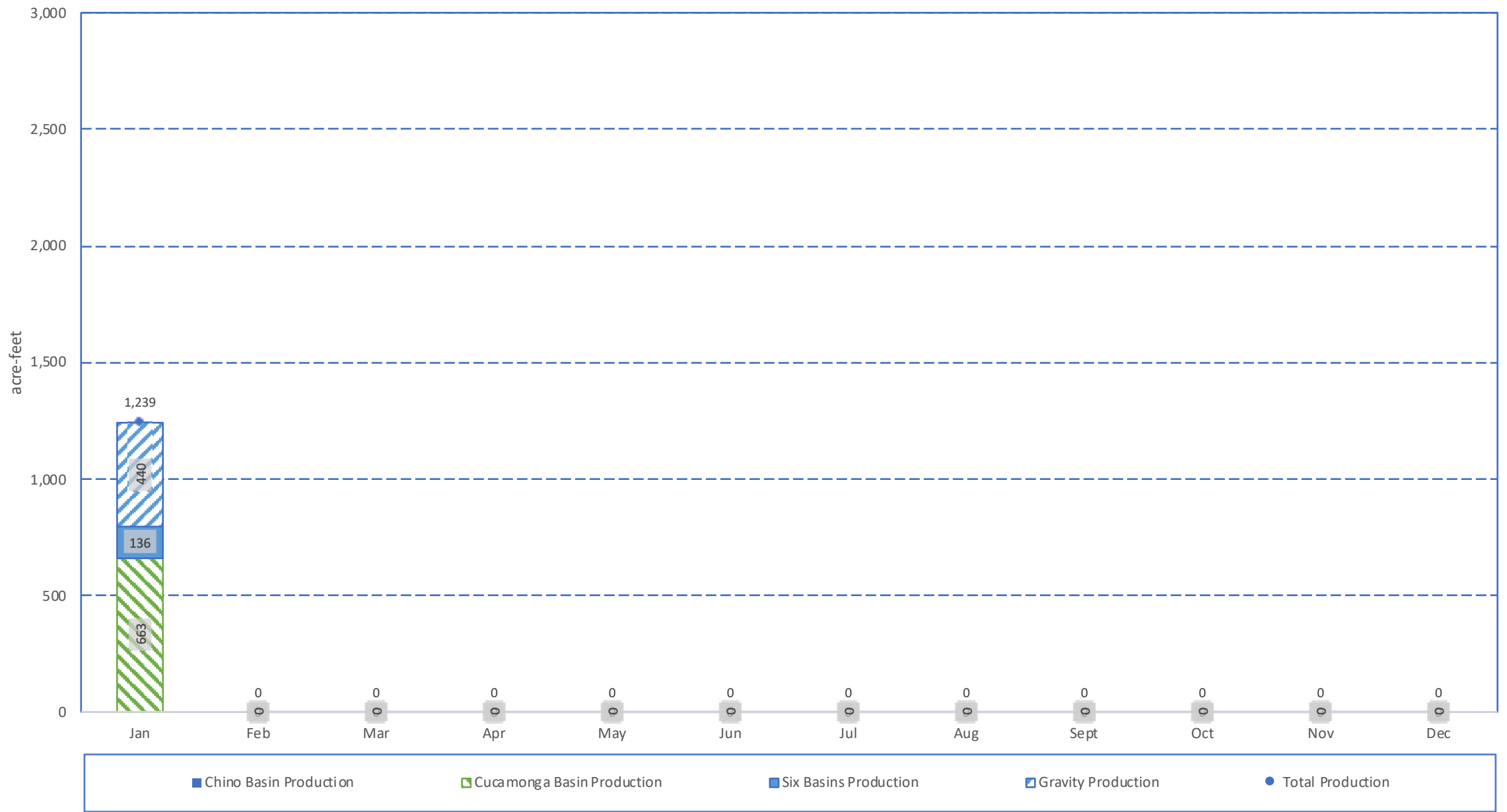
## 2025 Ontario Consumption



2025 Total Yearly Production

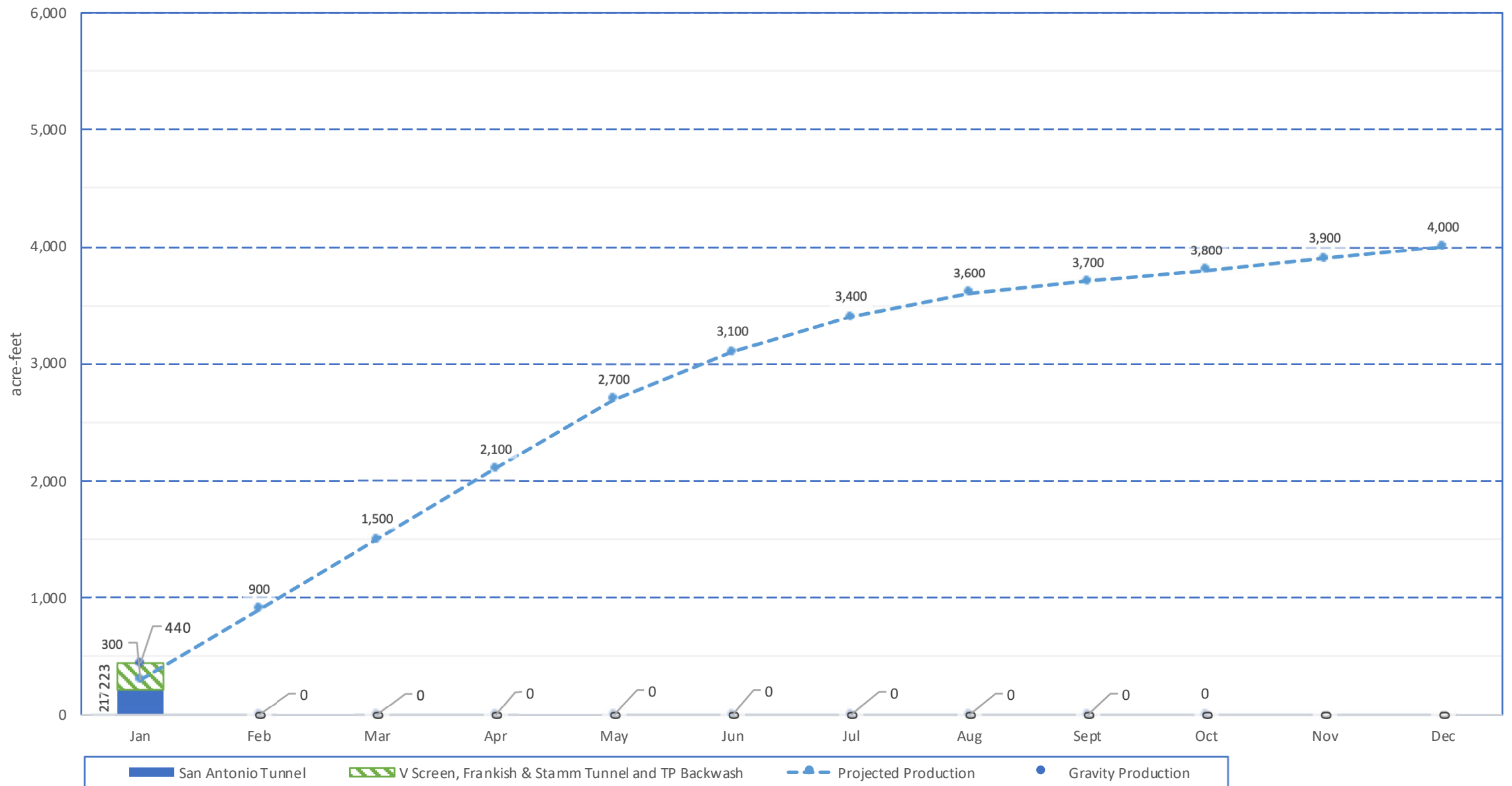


# 2025 Monthly Production

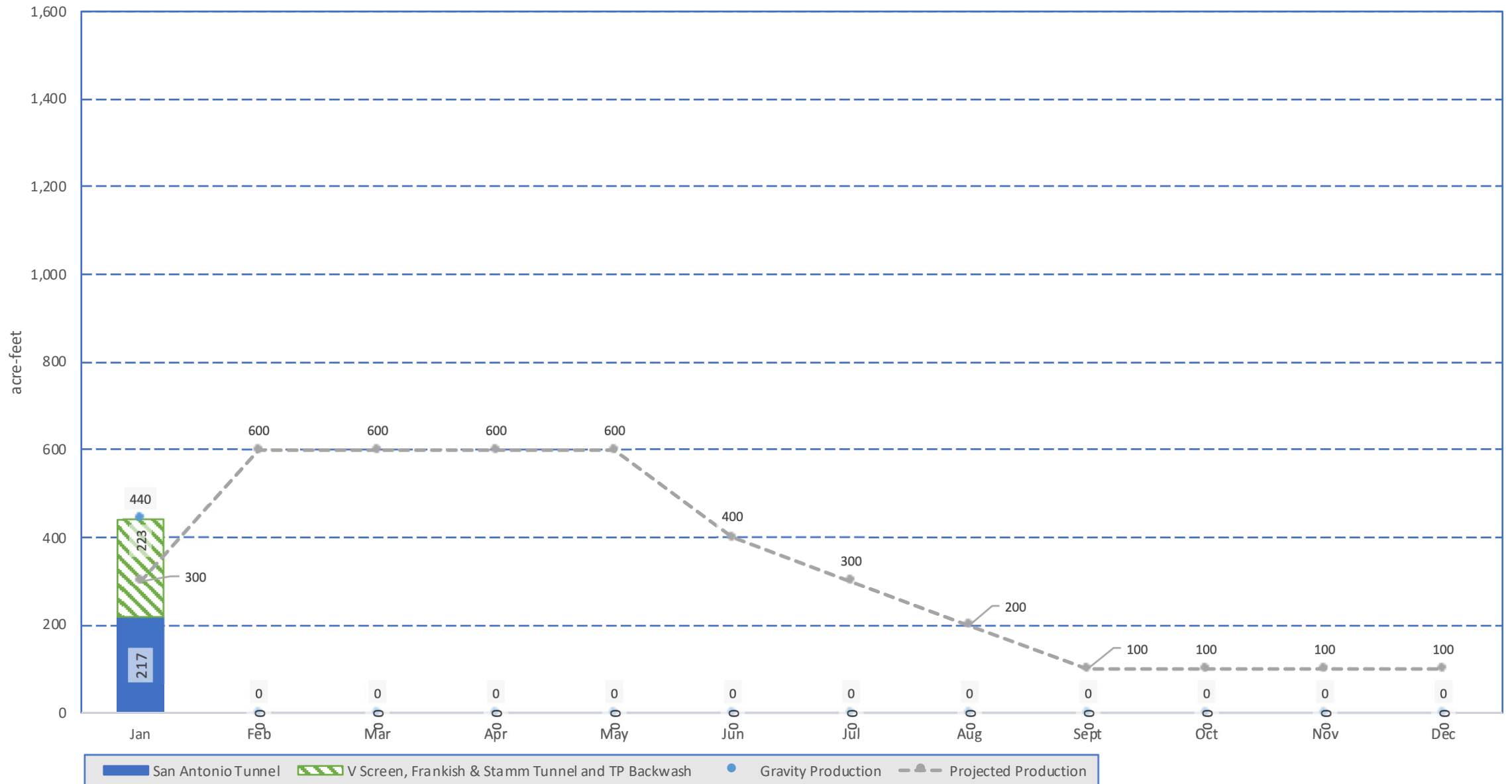




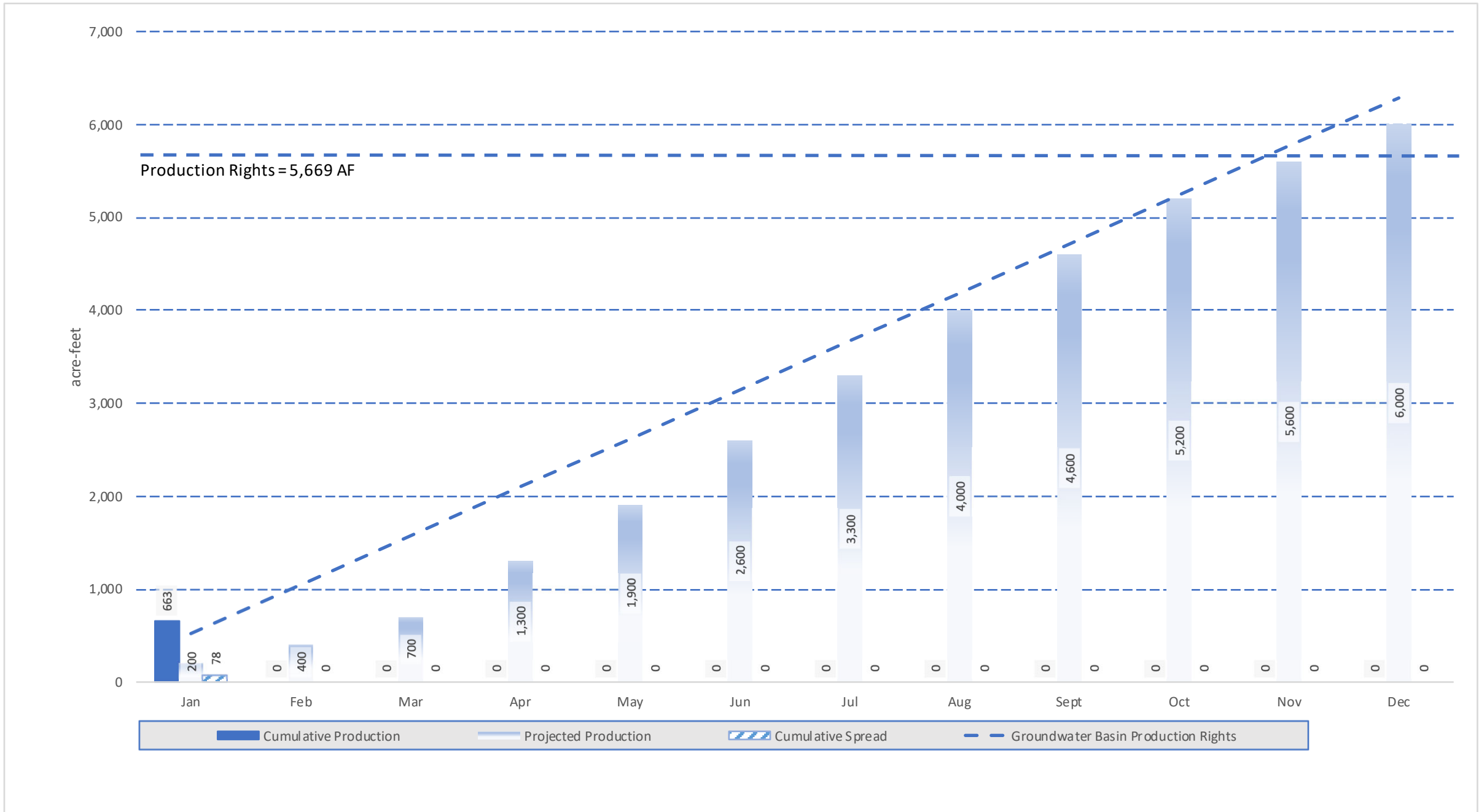
### 2025 Gravity Cumulative



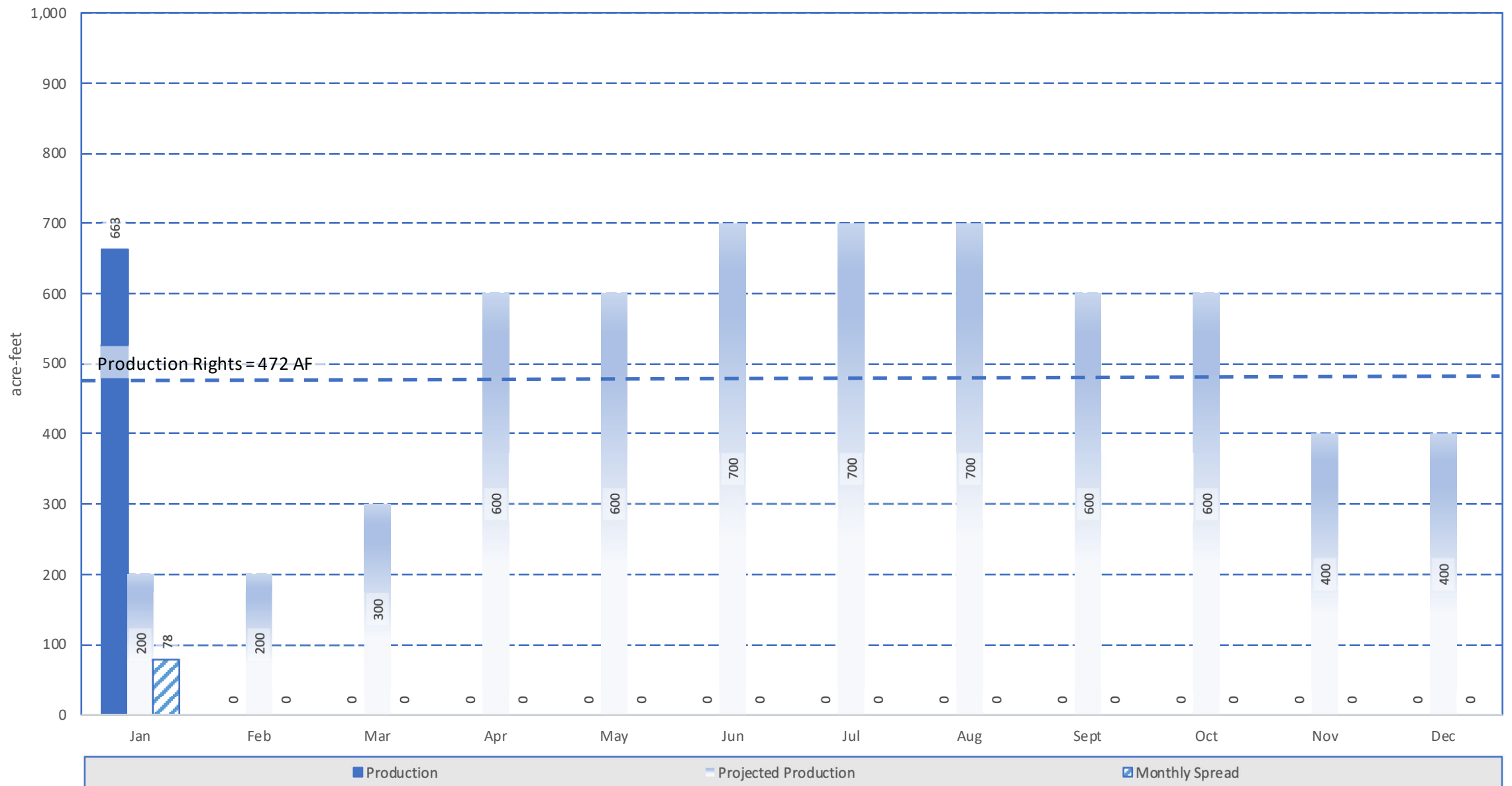
### 2025 Gravity Monthly



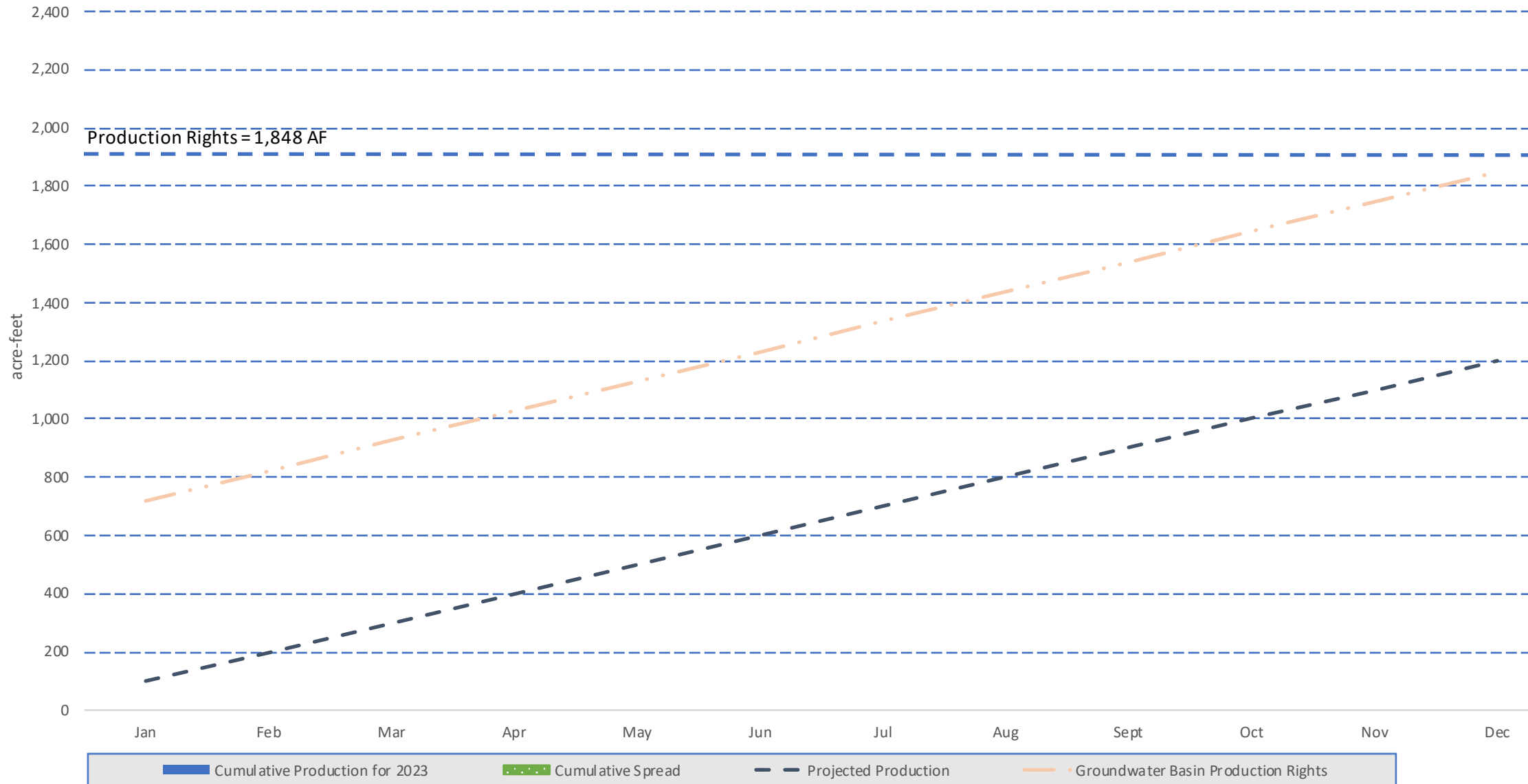
### 2024 Cucamonga Basin Cumulative



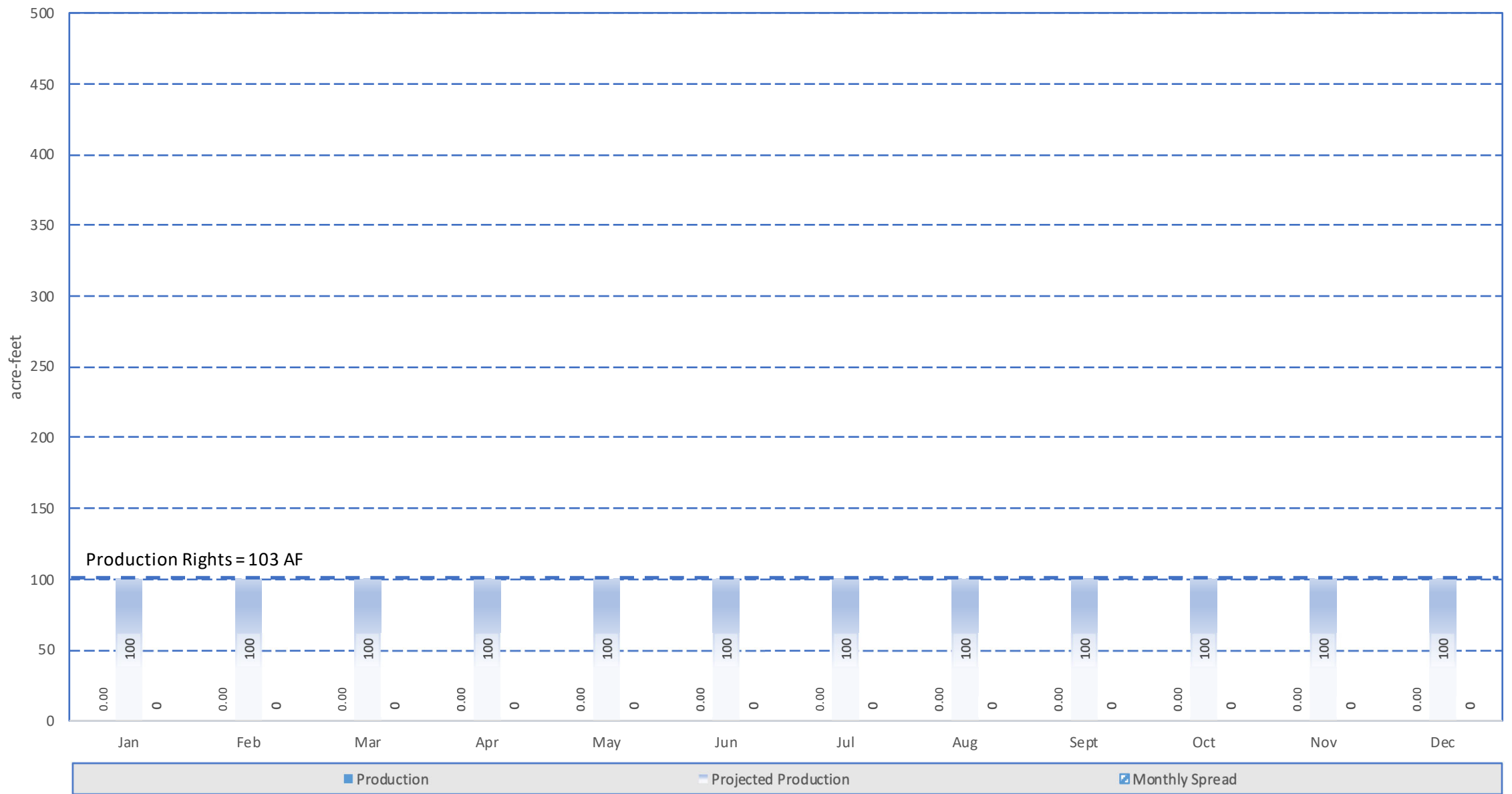
2025 Cucamonga Basin Monthly



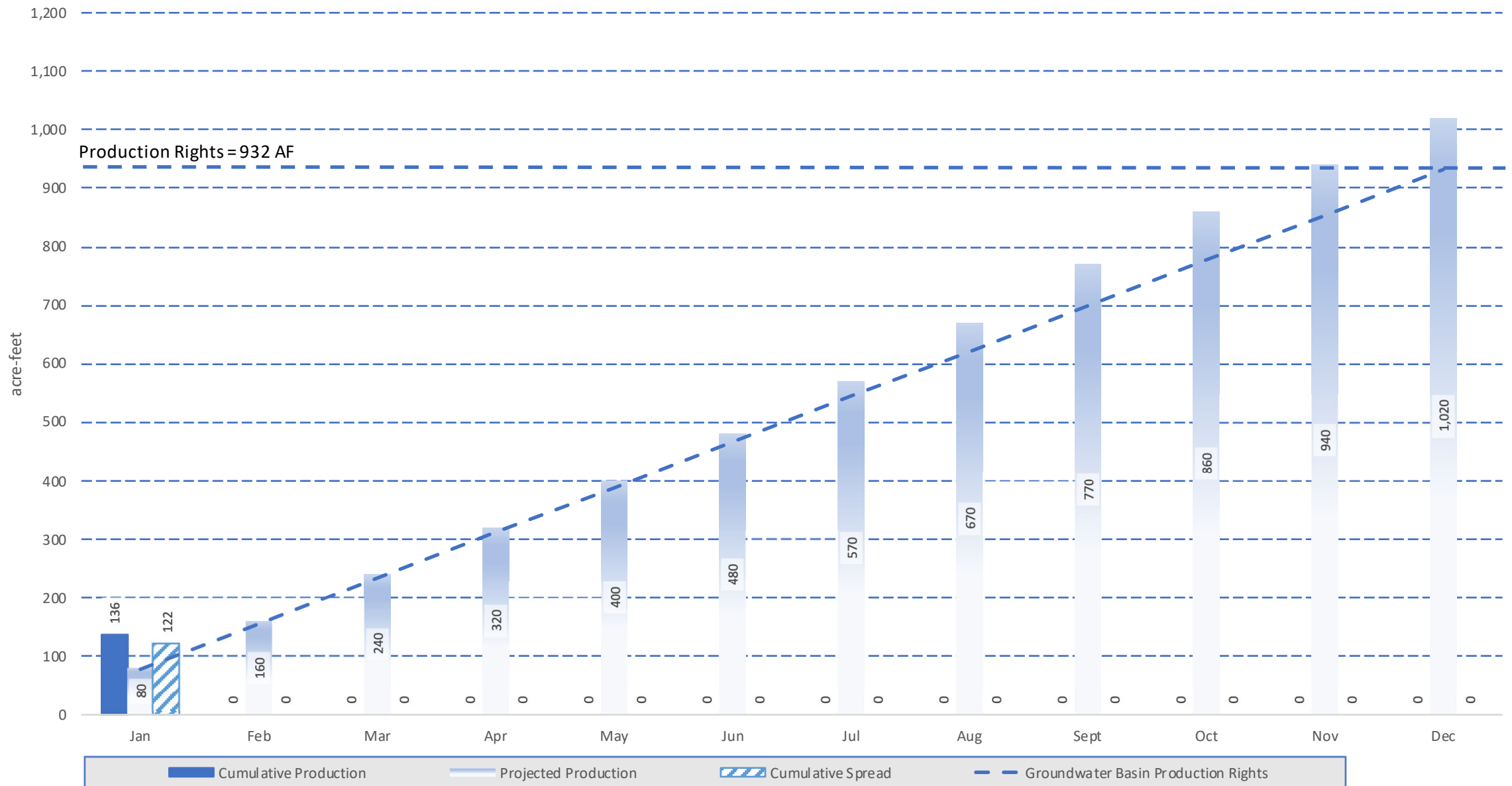
# 2025 Chino Basin Cumulative



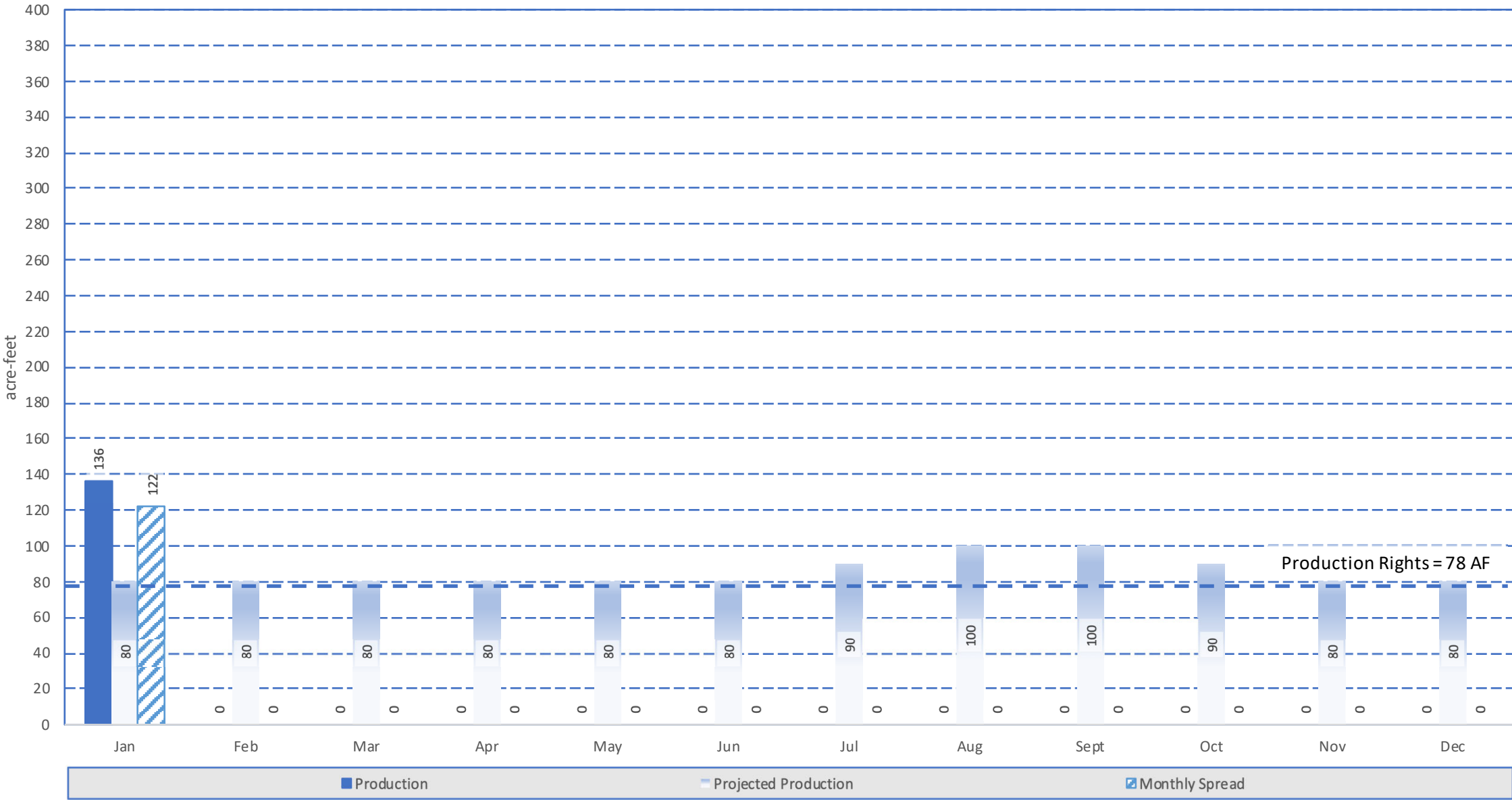
# 2025 Chino Basin Monthly



2025 Six Basins Cumulative



2025 Six Basins Monthly





- Water Supply through January 2025
  - Annual entitlement for CY2025 is 13,000 AF
    - Cumulative yearly production is 1,239 AF
    - Cumulative yearly consumption was 989 AF
    - Cumulative yearly spread was 200 AF
    - Cumulative unaccounted water was 50 AF

Six Basins Production for 2025

- Annual production right is 932 AF.
- Cumulative production is 136 AF.  
*Production is sent to the WFA treatment facility to meet City of Ontario and MVWD entitlement.*
- The Company spread a total of 122 AF.

Cucamonga Basin Production for 2025

- Annual production right is 5,637 AF.
- Cumulative production was 663 AF.
- The Company spread a total of 78 AF.

Chino Basin Production for 2025

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

Surface Water (San Antonio Creek) flow for 2025

Total flow was 218 AF.

Tunnel flow for 2025

San Antonio Tunnel flow was 217 AF.  
Frankish and Stamm Tunnel flow was 0 AF.

- Company Stock
  - One (1) share of water stock moved from active to dormant this transfer period.
  - One and one-quarter (1 1/4) shares of water stock moved from dormant to active this transfer period.
- Communication and Information Activities  
Quarterly Winter Newsletter was mailed via email to approximately 600 shareholders.
- Administration Matters  
Meetings of interest:
  - Wed, Jan 22 – Directors Cable, Elliot, Miller, Parker, and Zuniga and GM toured Company facilities.
  - Thu, Jan 30 – Directors Miller and Parker and GM attended Chino Basin Groundwater conference, “The Law of the Basin”, presented by Monte Vista Water District.

- Groundwater Basin Matters

Chino Basin -

Safe Yield – CBWM has begun discussions on the court mandated 2025 safe yield reset. There were two workshops held in Aug. regarding calibration and uncertainty analysis. AP consultant is reviewing, discussing with AP and responding with comments. Currently looking at individual agency water plan scenarios.

Spread Water from SAWCo - Application to spread 2,500 AF per year for years 21/22 through 25/26 was approved by WM Board in July, 22. We started spreading water in January 2023.

Legal Issues-

- AP Motion for Costs and Fees
  - Hearing has been continued and will likely be dropped. Parties have agreed to a settlement. AP approved proposed settlement. City of Ontario punted proposed settlement in response to tentative ruling regarding Assessment Packages
- Fiscal Year 21-22 and 22-23 Assessment Packages
  - Appeals court has issued a tentative ruling against Watermaster
- Fiscal Year 22-23 Watermaster Budget Expense re CEQA
  - Tentative ruling upheld Judge's ruling in Watermaster's favor. Oral arguments likely in ~~Dec~~ Jan-Feb
- San Sevaine Basin
  - Storm water silt from upstream development. Notice has been sent to offending party for failure to meet Storm Water Pollution Prevention Plan (SWPPP) requirements. City of Fontana currently reluctant to act. Two legal actions possible; tort suite and/or Clean Water Act suite.

Six Basins –

Meeting held on Wed, Jan 22<sup>nd</sup>. Nothing to report

Cucamonga Basin –

The Feb 4th meeting discussion focused on managing of Data Management System (DMS) going forward, cost sharing for past work and a grant possibility for stream gage improvements. Also discussed was participation in upcoming consultant interviews for the 2025 Regional group Urban Water Management Plan (UWMP).

**Agenda Item No. 41**

Item Title: Projects and Operations Update

Purpose:

To update the Board and Shareholders on Company capital projects.

Updates:

**1507 – Office Relocation**

The Board approved a design and construction management contract at its March 2023 regular meeting. Contract has been executed and Architect is currently working on plans. Consultant has started discussions with Edison regarding eastern easement onto property. Company hired a CEQA consultant in May 2024. Architect hired civil engineering, geotechnical and survey subconsultants in May 2024.

Planning package has been submitted to the City of Upland to begin the Zone Change process. Architect is engages with SCE to solidify access across their property.

Original Budget .....	\$4,000,000
Original Contracts .....	\$283,550
New Contracts or	
Authorized Change Orders .....	\$163,550
Current Contracts .....	\$447,100

**1902 – Cucamonga Crosswalls Mitigation**

TKE Engineering is working with staff to close out certain State and Federal Permits. Staff is also looking into long-term maintenance permits that will allow the Company yearly access to the site for clearing and grubbing.

**2201 Paloma Hydraulic Break**

Predesign meeting was held in June and consultant is working on a predesign report. Survey has been completed and predesign work is ongoing. Engineer is currently reviewing elevations and flow to determine best solution. Predesign meeting held to discuss difficulty in controlling flow at such high static head. Options were discussed and engineer is reviewing. Staff still waiting on 30% design plans from consultant.

Original Predesign Budget .....	\$40,000
Original Design/Const. Budget.....	\$1,080,000
Original Contracts .....	\$39,750
Authorized Change Orders.....	NA
Current Contracts .....	\$39,750

**2203 Well 31 Pipeline**

Project budgeted in the 2022 year. Replace approximately 1,400 linear feet of 14” pipeline from Well 31 delivering water to facilities at Golf Club Drive along backside of homes and within Upland Hills Country Club waterline easement. Abandon aged pipeline. The current steel pipeline was installed before 1976 and has exceeded its useful life. Identified by staff as a high maintenance pipeline. Design contract has been awarded to TKE Engineering. Construction contract has been awarded to CP Construction. Currently working to secure City Permits.

Original Budget .....	\$420,000
Original <u>Design</u> Contracts .....	<u>\$86,500</u>
<u>Original Construction</u> Contracts .....	<u>\$413,585</u>
Authorized Change Orders.....	NA
Current Contracts .....	<u>\$500,085</u>

2204 GIS Update

At the August Special Meeting, the Board authorized a contract with WSC to update the Company's GIS maps. Contract has been executed. Consultant working on updates. WSC conducted training and system review with staff in May. Staff is providing field updates into the GIS system for consultant to correct on a quarterly/half year basis. Staff has executed a change order extending GIS services for another year.

Original Budget .....	\$11,110
Original Contracts .....	\$11,110
Authorized Change Orders.....	\$6,221
Current Contracts .....	\$17,331

Rate Study - 2025

Staff prepared and AFC approved release of a Rate Study Request for Proposals (RFP). It has been over six years since the Company has reviewed it's rates and charges. Contract was awarded to Willdan at the October 2024 Board Meeting. Contract has been executed. We are currently in the data gathering phase. Staff meeting with consultant to review data and provide initial guidance. Preliminary proposal may be ready by March AFC meeting.

Original Budget.....	\$34,000
Original Contracts .....	\$34,000
Authorized Change Orders.....	NA
Current Contracts .....	<u>\$34,000</u>

Purpose:

To Consider adopting the attached policy outlining staff requirements for driving while conducting Company business

Issue:

What are the minimum requirements staff must meet to operate a vehicle while conducting Company business.

Manager's Recommendation:

Approve the attached Policy.

Background:

The Company currently does not have a driving policy. Staff presented the draft attached policy to the AFC at its regular January 2025 meeting. The AFC approved having legal counsel review attached policy and once the review is complete to move the draft policy to the full Board for consideration.

Impact on the Budget:

Minimal

Previous Actions:

None



## Purpose

The purpose of this policy is:

- a. Setting rules of driving a Company owned vehicle or personally owned vehicle for Company business;
- b. Applying uniform evaluation criteria of individual employee driver record information; and
- c. Establishing disciplinary procedures for different types of driving violations

## Scope

This policy applies to all regular, part-time and temporary Company employees who drive on behalf of the Company. All drivers shall comply with all applicable laws in the operation of any vehicle, Company owned or personally owned, while driving in the performance of Company business.

## Policy

A regular, part-time or temporary Company employee who drives on behalf of the Company is referred to herein as a "Driver." Company owned vehicles are to be used for Company business and not for personal purposes unless approved in advanced by the General Manager (such approval shall be provided only under mitigating circumstances and on rare occasion).

## Authorized Drivers and Passengers

Only authorized employees can drive Company vehicles. Employees permitted to drive Company vehicle must have a valid driver's license. In the event that an authorized driver's license is suspended or revoked, that individual must notify the General Manager as soon as possible. In addition, consistent with relevant background check laws, the Company reserves the right to evaluate the driving record of all Company vehicle drivers and revoke driving privileges as necessary.

Transportation of passengers is authorized for business use of Company vehicles, but the number of passengers cannot exceed the number of passenger seats available, and passengers may only occupy Company vehicles for purposes authorized by this policy. To the extent that a child will be traveling in a Company vehicle, child safety seats must be installed and used as required by applicable law.

## Permissible Uses

Company vehicles are available to authorized individuals for business purposes. Uses beyond those specified in this policy must be specifically authorized by the General Manager. However, individuals using a Company vehicle may make incidental stops without violating this policy. When not in use, Company vehicles must be parked on the Company's premises.

## Safety Standards

Employees operating a Company vehicle are expected to operate the vehicle in a safe and lawful manner. Safe driving standards include but are not limited to:

- Maintaining a reasonable rate of speed as appropriate for existing road conditions. Drivers should not exceed posted speed limits
- Abiding by traffic signals and signs
- Wearing seat belts
- Avoiding aggressive and reckless driving
- Never driving in unsafe conditions
- Never driving when impaired by alcohol, drugs, or fatigue
- Never texting or emailing while driving
- Never talking on a cell phone while driving without the use of a hands-free device
- Never listening to headphones while driving
- Never storing or transporting guns or other weapons in the Company vehicle, to the extent such prohibition is authorized by state or local law

Safety standards include the need to be vigilant about Company vehicle maintenance. If a Company vehicle seems to be unsafe or in need of maintenance, Company vehicle drivers must bring this issue to the attention of the General Manager as soon as possible. In addition, Drivers must respect the vehicle as Company property and take steps to avoid damage to it and its contents, including:

- Keeping property secure, such as by locking doors, closing windows, and properly maintaining valuables (including confidential information). Personal items may not be stored in a Company vehicle and personal losses generally will not be reimbursed.
- Never transporting dangerous or flammable materials unless specifically authorized by the Company.
- Never making after-market changes to the vehicle.
- Never picking up hitchhikers.
- Never transporting items for third parties other than those associated with the employer's business for legitimate business purposes.

In the event of an accident, the driver must stay with the Company vehicle and file a police report or otherwise cooperate with the police, as applicable. Employees should not attempt to provide

medical care to those involved in an accident beyond their level of suitable training. Company vehicle drivers must communicate the details of any accident, theft of Company property (including the vehicle itself), and moving violations to the General Manager as soon as possible.

## PULL Program

The Company shall participate in the Department of Motor Vehicles (DMV) Employer Pull Notice Program (a.k.a.: “Pull Program”). Records for any Drivers operating vehicles in the performance of Company business shall be requested from DMV:

- a. Upon employment, prior to first use of a Company vehicle; and
- b. On an annual basis
- c. Immediately in the event of new activity (e.g., moving violation, accident, etc.).

Drivers who have terminated employment with the Company will be deleted from the Pull Program.

An employee who receives notice from CA DMV that their driver’s license has been suspended or revoked shall immediately notify the Company.

## Negligent Operator Treatment System

The California Vehicle Code assigns violation points that are assessed and tracked by the California DMV via the Negligent Operator Treatment System (NOTS). NOTS is based on negligent operator points and is a series of warning letters and progressive penalties against your driving privilege. Most driving offenses , such as hit and run, reckless driving, and driving under the influence, are designated as 2 points and will remain on your record for seven years from the violation date.

Most other offenses are designated as 1 point and will remain on your record for three years from the violation date. Any “at fault” accident is normally counted as one point.

## Disciplinary Procedures

1. A Driver will immediately attend a qualified defensive driver training course (State of California Defensive Driver Training, National Safety Council Defensive Driver Training, etc.) based on the following:

- a. NOTS Points accumulated on their driving record in the time period specified

Point Count	Time Period
2	Within 12 months
4	Within 24 months
6	Within 36 months

Or;



- b. The Driver receives any moving violation in a Company owned vehicle within a thirty-six (36) month period.
2. A Driver will be disciplined, which can include suspension from Company driving privileges or termination of employment, for one hundred and twenty (120) days based on the following:
- a. NOTS Points accumulated on their driving record in the time period specified

Point Count	Time Period
3	Within 12 months
5	Within 24 months
7	Within 36 months

Or;

- b. The Driver receives a citation for DUI, reckless driving, or speeding on personal time within thirty-six (36) months (sanctions for these citations while operating any vehicle in the performance of Company business will result in permanent suspension of Company driving privileges);

Or;

- c. The Driver is involved in two (2) "at fault" accidents within twenty-four (24) months.

If the Driver's job routinely involves driving a vehicle and if temporary suspension of their driving privileges would impose a hardship on normal Company operations, the Driver will be terminated from employment.

3. A Driver will be disciplined, which can include permanent suspension from Company driving privileges or termination of employment, if:
- a. The Driver receives a citation for DUI, reckless driving, or speeding while operating any vehicle in the performance of Company business within thirty-six (36) months; or
  - b. The Driver receives two (2) citations for DUI, or two (2) citations for reckless driving, or two (2) citations for speeding, or any combination thereof, while driving any vehicle during non-work hours, within thirty-six (36) months.

If the Driver's job routinely involves driving a vehicle and if temporary suspension of their driving privileges would impose a hardship on normal Company operations, the Driver will be terminated from employment.

If the Driver's job routinely involves driving a vehicle and if temporary suspension of their driving privileges would impose a hardship on normal Company operations, the Driver will be terminated from employment.

## Complaints, Poor Driving, and Violation of Policy

Occasionally, it may be brought to the Company's attention that a Driver is exposing the Company to undue liability through poor driving techniques, habits, reckless driving and/or speeding. All such complaints will be investigated and acted upon accordingly.

An individual who abuses or violates this policy, for example by submitting fraudulent Company vehicle reimbursement requests or failing to comply with safety standards, will be subject to disciplinary action up to and including termination of employment.

A Driver who violates this policy will be disciplined, which can include demotion, suspension, or termination.

## Administration of This Policy

The General Manager is responsible for the administration of this policy. If an employee has any questions about this policy or related procedures, the employee should contact the General Manager.

## Defensive Driver Training Completion Attestation Form

### Employee Information

- Full Name: \_\_\_\_\_
- Job Title: \_\_\_\_\_
- Department: \_\_\_\_\_

### Training Course Information

- Course Name: \_\_\_\_\_
- Training Provider: \_\_\_\_\_
- Date of Completion: \_\_\_\_\_
- Certification Number (if applicable): \_\_\_\_\_

**Attestation I**, \_\_\_\_\_, hereby certify that I have successfully completed the above-referenced defensive driver training course. I understand that San Antonio Water Company (“SAWCO”) requires this training as part of my job responsibilities and that I must provide accurate and truthful information regarding its completion.

I acknowledge that if my employer later discovers that I did not successfully complete the course, I may be required to retake it. Additionally, I understand that providing false or misleading information regarding my completion of the training may result in disciplinary action, up to and including demotion, suspension, or termination of employment.

By signing below, I affirm that the information provided on this form is true and accurate to the best of my knowledge.

**Employee Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

### Supervisor Verification (To be completed by Supervisor or HR Representative)

- Verified by: \_\_\_\_\_
- Title: \_\_\_\_\_
- Date of Verification: \_\_\_\_\_
- Comments (if any): \_\_\_\_\_

### Employer Use Only

- Documentation Received:  Yes  No
- Training Completion Verified:  Yes  No
- Follow-Up Required:  Yes  No

**HR Representative Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

Item Directors Compensation Policy

Purpose:

To Consider a revised Resolution 2025.02.01 clarifying when Directors are compensated for meetings

Issue:

The 2005 Resolution had confusing language

Manager's Recommendation:

Adopt Resolution 2025.02.01.

Ratify payment for Directors Parker and Miller for attendance at a Chino Basin Workshop regarding the 'Peace I agreement' up for negotiation this year.

Background:

In past years the Company has attempted to clarify when Directors could be compensated for meetings. In 2006 a Resolution was passed attempting to clarify that Board Members could be compensated for attending specific meetings that were not the official monthly Board Meeting or Committee Meeting. However, the approved language allowed for differing interpretations.

The language as written was, "...to include the attendance at any other meeting including a meeting with staff, consultants, or attorneys, or conference authorized by the President or the Chairperson of a committee...."

This paragraph could be interpreted two ways. One could interpret that only conferences required authorization. Another could interpret it to require authorization for any meetings.

This issue recently came to light when staff invited Directors to attend a 'Peace I Agreement' workshop as guests of the GM. At the time, staff believed that attending Directors would be compensated for their time. However, questions were raised upon rereading the 2006 Resolution. Staff is asking the Board to ratify a \$250 stipend to Directors Parker and Miller for attendance because staff believes it was a very valuable experience to hear the intricacies of the Chino Basin 'Peace I Agreement'.

Staff has prepared the attached resolution to clarify that preapproval is required for all meetings other than official Board or Committee Meetings.

Impact on the Budget:

None. Board Reimbursements are included in the \$40,000 'Directors Fees and Expenses' in the approved 2025 Budget.

Previous Actions:

None

RESOLUTION No. 2025-02-01

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SAN ANTONIO WATER COMPANY AMENDING RESOLUTION No.

2006-12-01

Entitled

**“ESTABLISHING AND FIXING FEES AND COMPENSATION OF THE  
DIRECTORS AND COMMITTEE MEMBERS”**

WHEREAS, the Board of Directors did approve and adopt the Director’s fee of \$250.00 for each official meeting of the Board or authorized committee with a monthly maximum of \$1,000.00 effective January 2007.

NOW THEREFORE, Effective March 1<sup>st</sup> 2025, the Board of Directors of the San Antonio Water Company, in Upland, California (“Company”), amends the resolution to clarify and direct that a Director’s fee shall not be paid for attendance at any other meeting relating to Company business unless pre-authorized by the Board President or Vice President. Such meetings may include, but shall not be limited to, meetings with staff, consultants, attorneys, or attendance at conferences or meetings of local or regional agencies.

I, Bob Cable, Secretary of the San Antonio Water Company, do hereby certify that the foregoing Resolution was adopted on February 18, 2025, at a regular meeting of the Directors of the San Antonio Water Company by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

SAN ANTONIO WATER COMPANY

\_\_\_\_\_  
Bob Cable, Secretary  
San Antonio Water Company