



# SAN ANTONIO WATER COMPANY

## BOARD OF DIRECTORS MEETING

Tuesday, March 20, 2018

5:00 p.m.

In the Upland City Hall Council Chambers

- Call to Order
- Salute to the Flag

1. Recognitions and Presentations:

2. Additions-Deletions to the Agenda:

3. Shareholder-Public Testimony:

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

4. Consent Calendar Items:

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

A. Approval of Board Meeting Minutes

Regular Meeting Minutes of February 20, 2018

B. Planning, Resources, and Operations Committee (PROC) Meeting Minutes

No meeting minutes to report.

C. Administration and Finance Committee (AFC) Meeting Minutes

Meeting Minutes of October 24, 2017.

D. Financial Statement

Income Statement and Balance Sheet for January 31, 2018 and year-to-date.

E. Investment Activity Report

Monthly Report of Investments Activity

F. Water Production

Bi-Monthly water production [Jan/Feb, Mar/Apr, May/June, July/Aug, Sept/Oct, Nov/Dec.]

G. Prominent Issues Update

Status summaries on certain on-going active issues.

H. Projects and Operations Update

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. Correspondence of Interest

5. Board Committee – Delegate Report:

A. PVPA Representative's Report

Verbal report on activities at the Pomona Valley Protective Association that have an impact on the Company.

- B. Six Basins Representative Report  
Verbal report on activities at the Six Basins Watermaster that have an impact on the Company.
- C. Chino Basin Representative Report  
Verbal report on activities at the Chino Basin Watermaster that have an impact on the Company.
- D. Cucamonga Basin Representative Report  
Verbal report on activities at Cucamonga Basin that have an impact on the Company.
- E. Administration and Finance Committee (AFC) Chairman's Report  
Report on February 27, 2018 meeting.
- 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. Amendment to Water Company 401(K) Plan  
Recommend Resolution to name Teri Layton as the Trustee
- B. Salary Range Adjustment  
Recommend Bureau of Labor Statistics for salary range adjustment
- C. Project Status Report  
Verbal report
- D. Executive Recruitment  
AdHoc Committee recommendation

7. Closed Session:

Executive Recruitment Process [subdivision 9b) of Section 54957, CGC].

8. Director's Comments and Future Agenda Items:

Adjournment:

*The Board Organization Meeting will be held on Tuesday, April 10, 2018.*

*The next regular Board Meeting will be held on Tuesday, April 17, 2018.*

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

**POSTING STATEMENT:** On March 14, 2018 a true and correct copy of this agenda was posted at the entry of the Company Office (139 No. Euclid Avenue), on the public bulletin board at 450 No. Euclid Avenue (Upland Public Library) and on the Company Web Site.

**SAN ANTONIO WATER COMPANY**  
**MINUTES OF THE SAN ANTONIO WATER COMPANY**  
**Tuesday, February 20, 2018**

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 Upland City Hall Council Chambers, 460 North Euclid Avenue, Upland, California. Directors present were Tom Thomas, Will Elliott, Sue Sundell, John Gerardi, Bob Cable, Jose Sanchez, and Gino Filippi. Also in attendance were SAWCo's General Manager Charles Moorrees, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Director Thomas presided.

- Salute to the Flag
- 1. Recognitions and Presentations: Mr. Moorrees recognized four shareholder attendees and Councilwoman Janice Elliott.
- 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 January 16, 2018.
  - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes  
Meeting Minutes of November 28, 2017.
  - C. Administration and Finance Committee (AFC) Meeting Minutes  
No meeting minutes report.
  - D. Financial Statement  
Comparative Income Statement and Balance Sheet for December 31, 2017 and year-to-date.
  - E. Investment Activity Report  
Monthly Report of Investments Activity
  - F. Water Production  
Bi-monthly water production [Jan/Feb, Mar/Apr, May/June, July/Aug, Sept/Oct, Nov/Dec]
  - G. Prominent Issues Update  
Status summaries on certain on-going active issues.
  - H. Projects and Operations Update  
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. Correspondence of Interest
    - LAFCO – Resolution adopting sphere of influence designation for MWD and coterminous with IEUA.

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

- 5. Board Committee – Delegate Report:
  - A. **Pomona Valley Protective Association (PVPA) Representative's Report** – Director Thomas reported on the most recent PVPA meeting. The Annual Financial Report was presented by Craig Miller of Bowen McBeth, Inc. accounting firm. Minimal water is being spread due to lack of rainfall. A contractor was hired and completed work cleaning out the recharge basins and roads below the San Antonio Dam.
  - B. **Six Basins Representative Report** – Mr. Moorrees reported annual elections were held at the January 24<sup>th</sup> Board meeting for Six Basins. Darron Poulsen was elected President, Dan Keesey elected Vice President, Ben Lewis elected Treasurer and Tom Thomas elected Secretary. The

maintenance expenditures for the new MW-4 monitoring well site was presented by the City of Pomona.

Watermaster staff presented the Memorandum of Understanding with Three Valleys Municipal Water District (TVMWD) regarding funding and preparation of Programmatic Environmental Impact Review for the Strategic Plan Implementation and will bring the item to the Board for final approval.

Watermaster staff informed the Board that on January 2, 2018 TVMWD secured the services of a grant consultant to address the need to aggressively pursue grant funding opportunities for the Strategic Plan projects.

Staff provided their report on spreading activities, production, and budget summary.

A short Strategic Plan summary was presented by staff followed by an update of the MS4 permittees collaboration by the City of Pomona as lead agency.

- C. Chino Basin Representative Report** – Ms. Layton reported at the previous Board meeting the six parties that have been involved with litigation presented a term sheet. SAWCo staff conferred with legal counsel and he is comfortable with SAWCo signing the term sheet due to it not being the final document and more significant items are forthcoming. Staff followed suit with the City of Upland and sent a signed term sheet reserving their right to see the agreement and go through the process of legal review and Board approval. The term sheet has now gone to the Non-Agriculture (Non-Ag) Pool, Agriculture (Ag) Pool and the Watermaster. Non-Ag and Watermaster have given their feedback and Ag is waiting on an agreement. A draft agreement is expected by the end of this month.

The court hearing regarding staying the Judgment was extended from February 2, 2018 to September 14, 2018 at 1:30 p.m. The parties have until April 3, 2018 to dismiss or file a motion regarding the appeal.

During the Chino Basin Storage Management Workshop Watermaster presented information regarding the storage framework workshop and requested feedback by the end of the month.

- D. Cucamonga Basin Representative Report** – Mr. Moorrees stated he would be putting together talking points for review by Cucamonga Valley Water District and West End Consolidated Water Company. He hopes to schedule a meeting for March to begin the process of modernizing the judgment.

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

**F. Planning, Resources, and Operations Committee (PROC) Chairman's Report** – Director Willis reported all items discussed at the PROC meeting are included in the General Manager's Report.

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

6. General Manager's Report on Activities:

- A. Chino Basin Water Conservation District** – Mr. Moorrees advised this item is a receive and file agenda item. He explained he was contacted by the Executive Director of Chino Basin Water Conservation District (CBWCD) and asked to review the viability of the CBWCD's proposed development of a groundwater replenishment project. SAWCo staff offered to review the information and make comments.

The land is located at the confluence of the San Antonio Creek and Chino Creek in Chino Basin. CBWCD would like to have a feasibility study to determine the potential of the site. If the site isn't viable the land can be sold.

This information was brought to the PROC who directed it be presented to the Board.

- B. American Leak Detection (ALD)** – Mr. Moorrees presented a proposal to partner with American Leak Detection (ALD) with SAWCo's ongoing Leak Detection and Repair program and to introduce a proposed pilot program to install Flo monitoring devices for targeted high domestic water users.

Director Bob Cable entered the meeting at 5:03 p.m.

Mr. Moorrees explained more in depth about the Flo monitoring device pilot program.

Mr. Moorrees explained that SAWCo has not been successful in their attempts to partner with leak detection specialists/plumber for their Leak Detection program. ALD provides both indoor and outdoor leak detection and repair and has several units locally and throughout the State. The charge for leak detection is \$250 for two hours and \$125 for each additional hour of work. SAWCo's Leak Detection and Repair program provides payment for the leak detection and up to half the cost of repairs up to \$500.

Mr. Moorrees first recommended the Board approve utilizing ALD for the current Leak Detection and Repair program. Secondly, Mr. Moorrees recommended the Board provide comments and consideration for the implementation of the Flo monitoring device pilot program for those customers that participate in the Leak Detection and Repair program.

There was concern from the Board members that the Flo monitoring device for the pilot program only registered indoor leaks when most major water leaks are outdoors. As such, Director Elliott advised there was no inclination from the PROC to spend any monies on the device.

It was agreed that the Flo monitoring device pilot program would not be endorsed. Staff would advise customers with leaks that the device is available for purchase.

Director Sundell moved and Director Gerardi seconded to approve utilizing ALD for the current Leak Detection and Repair program. Motion carried.

- C. Entitlement Transfer** – Mr. Moorrees explained that the new Water Service Agreement (WSA) SAWCo has with the City of Upland, the City of Ontario, and Monte Vista Water District (MVWD) varies from the previous one. Under the previous WSA the entities paid the cost for receiving full entitlement each month regardless of the amount of water received. At the end of the calendar year the water accounts would be reconciled and if full entitlement wasn't taken SAWCo would transfer the variance from one of the three basins in which they hold water rights if available. The new WSA, effective July 1, 2017, does not guarantee full entitlement and charges the Tier 1 rate for water delivered until yearly entitlement is reached. Transfers will be made only from SAWCo's supplemental water accounts that were recharged during the calendar year.

Though the new WSA does not allow for delivery in excess of entitlement, SAWCo delivered 467.798AF more than the City of Upland's entitlement and 8.474AF more than MVWD's entitlement; each paid at the Tier 1 rate. This error occurred due to a variety of reasons such as a mid-year change in entitlements, sale of stored water and the effective date of the WSA being half way through the year. In addition, the City of Upland's supplemental use paid at the Tier 2 rate was delivered prior to the new WSA effective date and was requested by Upland to not be included in the entitlement calculation. The City of Upland also requested credit of the amount of water delivered from Upland's City Well 15 due to the inability to utilize the well for the second half of the year.

At the end of CY2017 SAWCo had facilitated full entitlement delivery for the City of Upland and MVWD. The City of Ontario has remaining entitlement of 62.086 acre feet (AF) and has agreed to purchase it at the Tier 1 rate from SAWCo's supplemental water account in Chino Basin.

Mr. Moorrees recommended the Board agree with the PROC and approve the transfer to the City of Ontario as presented.

Director Elliott moved and Director Sanchez seconded to approve the General Manager's recommendation. Motion carried.

- D. Personnel – Accounting Specialist Position** – Ms. Layton reported the Accounting and Personnel Specialist, Joni Ruggles' last day of work was Wednesday, February 14<sup>th</sup>. The close date for receiving applications for this open position was February 8<sup>th</sup>. SAWCo has received 52 applications which resulted in 10 invitations to interview with 8 applicants responding. Thirty rejection letters were sent and 12 possible interviewees have not been sent a response. The first round of interviews will begin this week. The anticipated start time is the end of March.

Mr. Moorrees commended Ms. Layton for taking on the majority of Ms. Ruggles job duties since her departure. Director Thomas expressed the Board's appreciation for Ms. Layton doing the extra work as well.

- E. SBCTA I-10 Corridor Project** – Mr. Moorrees presented this item for the Board to approve the Utility Agreement with the San Bernardino County Transportation Authority (SBCTA) for the active protection of SAWCo's facility within the scope of work for the I-10 Corridor project. The proposed work to widen the I-10 Freeway has potential conflicts with SAWCo's underground pipeline facilities that cross the freeway from their Well 12 location on the north side of the freeway down to Council Avenue in Ontario.

Staff met with the engineering consultant HNTB to coordinate pipeline conflicts with the proposed project. Subsequent discussion found there is no need for relocating the pipeline only a need for protecting the pipeline. SAWCo has prior rights therefore will not be responsible for paying for the protection of the pipeline and will receive reimbursement for the time they spent reviewing the project plans, attending meetings, and inspection.

Mr. Moorrees requested the Board approve the Utility Agreement for the SBCTA I-10 Corridor Project as approved as to form by legal counsel.

Director Cable moved and Director Gerardi seconded to approve the General Manager's request. Motion carried.

- F. Executive Recruitment** – Mr. Moorrees explained he was asked to provide assistance to the Board in replacing the executive position. He previously presented information to the PROC and is now bringing it to the full Board of Directors. It was advised that an AdHoc Committee be put together to further explore the options.

Mr. Moorrees offered several recommendations including a proposal for professional recruitment services from DeLoach & Associates, utilizing Ms. Layton as interim General Manager for a period of time and hire a new Assistant General Manager if that arrangement is working for SAWCo, or hire a new General Manager outside of the previous two recommendations. Mr. Moorrees asked that the Board consider employee morale when determining which route to take.

Director Thomas requested a copy of the General Manager's job description along with salary and benefits information. He suggested Director Elliott from the PROC and Director Cable from the AFC join him as members of the AdHoc committee. He also suggested a current employee of SAWCo

and the City of Upland be participants in the AdHoc Committee. The AdHoc Committee would meet to discuss the options and after deciding on a recommendation they would then bring it to the Board for approval. He feels the entire Board should be included in the interview panel.

Director Sanchez moved and Director Gerardi seconded to form the AdHoc Committee consisting of Director Thomas, Director Elliott, and Director Cable with the possible addition of a current SAWCo employee and City of Upland employee for the purpose of investigating the search firm options for the purpose of recruiting a candidate for the position of General Manager of SAWCo. The AdHoc Committee will bring all recommendations to the Board for final approval. Motion carried with Director Filippi opposing.

**G. Project Status Report –**

- **Holly Drive Reservoir – Site Improvements** – The environmental documents are being finalized.
- **WFA Pipeline Connection** – WFA does not want Well 31 water fed through the pipeline and there is concern with its connection to it. SAWCo will offer to sever the connection.
- **Basin 6 Desilting** – SAWCo has received the Army Corps of Engineering permit.
- **Cucamonga Basin – Desilting Project at Crosswalls** – SAWCo is expecting a permit by the following Wednesday.
- **Water Rights Investigation** – Activity – Closed Session meeting will be held later in the meeting to discuss this item.
- **Well 31 Biological Treatment** – The equipment is currently being dismantled.
- **Holly Drive Boosters** – SAWCo is awaiting a quote from KSM Electric. The booster enclosure has been designed. The Holly Hills Homeowners Association will be given an opportunity to make comments on the design. Surveying will be completed this week.

**7. Closed Session:**

Update on Water Rights Issue – Legal complaint filed in Mt. Baldy [§54956.9(c)].

The Board and staff recessed to closed session at 5:27 p.m.

The Board and staff returned at 5:54 p.m. and the Board meeting reconvened. Director Thomas advised no action was taken during closed session. Members from staff, special counsel and a member from the Board will meet with the State Water Resources Control Board next month regarding water rights issues.

8. **Director's Comments and Future Agenda Items:** Director Filippi inquired about a SAWCo facilities tour. Mr. Moorrees replied he would email tentative dates for the tour to all Board members.

**Adjournment:** Seeing no further business, the meeting was adjourned at 5:55 p.m.

The next Board Meeting will be held on Tuesday, March 20, 2018 at 5:00 p.m.

---

Assistant Secretary  
Charles Moorrees





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

October 24, 2017

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was called to order at 3:04 p.m. on the above date at the Company office located at 139 N. Euclid Ave., Upland, California. Committee Members present were Sue Sundell, Bob Cable and Tom Thomas. Also in attendance were SAWCo's General Manager Charles Moorrees and Senior Administrative Specialist Kelly Mitchell. Ms. Sundell presided.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: Mr. Moorrees informed the Committee that he received the policy statement from legal counsel for Item 5D.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Mr. Thomas moved and Mr. Cable seconded to approve the meeting minutes of August 22, 2017 as presented. Motion carried.

Administrative and Financial Issues:

- A. ***CY2018 Calendar*** – Mr. Moorrees asked if any Committee members saw any conflicts with the dates listed in the proposed CY2018 Calendar. Hearing none, Mr. Moorrees asked the committee to recommend the Board approve the calendar.

Mr. Cable moved and Mr. Thomas seconded to recommend the Board approve the proposed CY2018 Calendar for meetings as presented. Motion carried.

- B. ***Board Gift – End of the Year Luncheon*** – Mr. Moorrees explained the possibility of a Board gift to employees must first be discussed at the AFC meeting prior to the November Board meeting. The Board is not required to, however, over the past 13 years the Board has provided an end of the year gift to the employees. Since 2007 the Board has gifted \$1,250 to employees with a prorated amount given to any part-time employee or employee with less than one year of employment with SAWCo.

Mr. Cable moved and Mr. Thomas seconded to recommend the Board approve an end of the year gift to SAWCo employees in the amount of \$1,250 for full time employees with one or more years of service and a prorated amount for any part-time employee or employee with less than one year of employment with SAWCo to be distributed at the end of year luncheon. Motion carried.

- C. ***Policy on Water Service to Rental Properties*** – Mr. Moorrees stated SAWCo's exemption from the Public Utilities Commission regulation is dependent upon them not delivering water to a non-shareholder.

Mr. Cable stated requirements are not unusual for water service to rental properties elsewhere. He experienced the same type of policy in the High Desert.

The Committee discussed a way to notify the shareholder if the tenant had not paid the water bill and was scheduled for shut off. Sending phone call reminders and sending the Final Notice to both the tenant and the owner were discussed as options. Staff will look into the best way to notify the shareholder if the water is scheduled for shut off.

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

- D. *Lease of Shares*** – Mr. Moorrees distributed copies of SAWCo's current lease form. SAWCo's legal counsel advised staff that the Water Company should not provide the lease form. Instead, the shareholders should provide their own legally sufficient lease agreement. Requirements for a legally sufficient contract will be drafted by legal counsel to inform shareholders and staff.

Mr. Thomas asked if a sample template would be provided. Mr. Cable stated shareholders can go online and get a sample lease form. He suggest staff give interested shareholders the policy statement for direction. Mr. Moorrees advised he will make certain the policy reads 'approved as to form' and is signed by legal counsel.

Mr. Thomas and Mr. Cable felt there should be no limit to the duration of the leases. It was agreed that shareholders would determine the length of time their lease would cover.

Mr. Thomas moved and Mr. Cable seconded to recommend the Board adopt the revised written policy on leases as prescribed. Motion carried.

6. Closed Session: None.

7. Committee Comments and Future Agenda Items: Mr. Moorrees advised that since this is the last meeting of the AFC before the end of the year and staff has yet to receive the information from its insurance broker, the health benefits package will be going to the PROC for review and recommendation.

Adjournment: The committee determined there was no further business and adjourned the meeting at 3:51 p.m.

---

Assistant Secretary  
Charles Moorrees



San Antonio Water Company, CA

Item 4D  
**Balance Sheet**  
**Account Summary**  
 As Of 01/31/2018

Account	Name	Balance
<b>Fund: 10 - 10</b>		
<b>Assets</b>		
<b>BalSubCategory: 10 - Cash</b>		
<u>10-00-00-10100-00000</u>	Petty Cash	250.00
<u>10-00-00-10200-00000</u>	Checking Account	1,122,606.84
<u>10-00-00-10300-00000</u>	Savings-Money Market	945,756.00
<u>10-00-00-10400-00000</u>	Savings-CD Accounts	20,000.00
<u>10-00-00-10415-00000</u>	D&O Checking Account	51,973.79
<u>10-00-00-10438-00000</u>	Depre/Obsolescence Res (LAIF)	3,566,210.99
	<b>Total BalSubCategory 10 - Cash:</b>	<b>5,706,797.62</b>
<b>BalSubCategory: 11 - Accounts Receivable</b>		
<u>10-00-00-11100-00000</u>	Accounts Receivable-Domestic	26,313.73
<u>10-00-00-11200-00000</u>	Accounts Receivable-Municipal	208,725.76
<u>10-00-00-11250-00000</u>	Accounts Receivable-Misc.	18,802.93
<u>10-00-00-11260-00000</u>	Accounts Receivable - Dormant	2,124.40
<u>10-00-00-11275-00000</u>	Contra Accounts Receivable - Unapplied C	-12,362.65
<u>10-00-00-11300-00000</u>	Accounts Receivable-Other	116.87
	<b>Total BalSubCategory 11 - Accounts Receivable:</b>	<b>243,721.04</b>
<b>BalSubCategory: 12 - Inventory</b>		
<u>10-00-00-12100-00000</u>	Inventories-Materials & Supply	83,878.34
	<b>Total BalSubCategory 12 - Inventory:</b>	<b>83,878.34</b>
<b>BalSubCategory: 13 - Prepaid</b>		
<u>10-00-00-13100-00000</u>	Prepaid Insurance	8,868.75
<u>10-00-00-13105-00000</u>	PREPAID POSTAGE	369.00
	<b>Total BalSubCategory 13 - Prepaid:</b>	<b>9,237.75</b>
<b>BalSubCategory: 14 - Investments</b>		
<u>10-00-00-14150-00000</u>	P.V.P.A. Investment	1.00
	<b>Total BalSubCategory 14 - Investments:</b>	<b>1.00</b>
<b>BalSubCategory: 15 - Property, Plant, &amp; Equipment</b>		
<u>10-00-00-15100-00000</u>	Land & Water Rights	924,864.03
<u>10-00-00-15110-1507J</u>	Work in Progress "Proj J"	41,133.01
<u>10-00-00-15110-1601N</u>	Work in Progress	5,381.76
<u>10-00-00-15110-1602U</u>	Work in Progress	115,171.05
<u>10-00-00-15110-1701A</u>	Work in Progress	6,224.42
<u>10-00-00-15150-00000</u>	Buildings & Site Improvements	1,745,708.81
<u>10-00-00-15200-00000</u>	Wells-Shafts, Bldgs, & Equip	4,834,924.56
<u>10-00-00-15250-00000</u>	Boosters-Bldgs & Equip	2,159,256.41
<u>10-00-00-15300-00000</u>	Reservoirs	1,635,164.98
<u>10-00-00-15350-00000</u>	Tunnels, Forebay, & Ponds	1,537,179.92
<u>10-00-00-15400-00000</u>	Spreading Works-Cucamonga Wash	54,859.53
<u>10-00-00-15410-00000</u>	Spreading Works-SanAntonio Wash	50,235.18
<u>10-00-00-15450-00000</u>	Pipelines	15,613,893.22
<u>10-00-00-15500-00000</u>	Autos & Equipment	368,931.91
<u>10-00-00-15550-00000</u>	Tools	73,859.94
<u>10-00-00-15600-00000</u>	Telemetry System	482,714.06
<u>10-00-00-15650-00000</u>	Office Equipment	488,397.67
<u>10-00-00-15990-00000</u>	Accumulated Depreciation	-11,082,168.48
	<b>Total BalSubCategory 15 - Property, Plant, &amp; Equipment:</b>	<b>19,055,731.98</b>
<b>BalSubCategory: 16 - Other Assets</b>		
<u>10-00-00-16100-00000</u>	Documents & Studies	888,104.50
<u>10-00-00-16105-1502S</u>	Work in Progress - Docs	278,869.97

Balance Sheet

As Of 01/31/2018

Account	Name	Balance
<u>10-00-00-16990-00000</u>	Accumulated Amortization	-832,797.54
	<b>Total BalSubCategory 16 - Other Assets:</b>	<u>334,176.93</u>
	<b>Total Assets:</b>	<u>25,433,544.66</u>
<b>Liability</b>		
<b>BalSubCategory: 20 - Short-term less than 1 year</b>		
<u>10-00-00-20100-00000</u>	Trade Accounts Payable	129,698.30
<u>10-00-00-20120-00000</u>	Water Service Entitlement Payable	90,238.56
<u>10-00-00-20150-00000</u>	Employee Pension Payable	0.02
<u>10-00-00-20260-00000</u>	Sec.125/Cafeteria Plan Withhid	-2,034.01
<u>10-00-00-20410-00000</u>	State Franchise Tax Payable	2,695.00
<u>10-00-GN-20820-00000</u>	Accrued Vacation Payable	20,404.60
<u>10-00-OP-20820-00000</u>	Accrued Vacation Payable	24,818.57
	<b>Total BalSubCategory 20 - Short-term less than 1 year:</b>	<u>265,821.04</u>
<b>BalSubCategory: 21 - Long-term more than 1 year</b>		
<u>10-00-00-21500-00000</u>	Unclaimed Credits	18,044.10
	<b>Total BalSubCategory 21 - Long-term more than 1 year:</b>	<u>18,044.10</u>
	<b>Total Liability:</b>	<u>283,865.14</u>
<b>Equity</b>		
<b>BalSubCategory: 30 - Stockholder equity</b>		
<u>10-00-00-30200-00000</u>	Contributed Capital - Ext. Fee	447,258.02
<u>10-00-00-30210-00000</u>	Contr. Property, Plant & Equip	2,404,270.37
<u>10-00-00-30300-00000</u>	Capital Account	1,500,000.00
<u>10-00-00-30310-00000</u>	Unissued Capital Stock	-861,100.00
<u>10-00-00-30400-00000</u>	Retained Earnings-Brd Designated	3,626,009.43
<u>10-00-00-30410-00000</u>	Retained Earnings-Unrestricted	18,110,869.96
	<b>Total BalSubCategory 30 - Stockholder equity:</b>	<u>25,227,307.78</u>
	<b>Total Beginning Equity:</b>	<u>25,227,307.78</u>
Total Revenue		243,407.68
Total Expense		<u>321,035.94</u>
Revenues Over/Under Expenses		-77,628.26
	<b>Total Equity and Current Surplus (Deficit):</b>	<u>25,149,679.52</u>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<u>25,433,544.66</u>



San Antonio Water Company, CA

# Income Statement

## Group Summary

For Fiscal: 2018 Period Ending: 01/31/2018

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 - Domestic Water Income (Base)	230,636.01	230,636.01	192.24	192.24	230,443.77
1215 - Domestic Water Income (Supplemental)	306,135.00	306,135.00	35.52	35.52	306,099.48
1220 - Domestic Water Income (Tier 3)	150,000.00	150,000.00	-563.83	-563.83	150,563.83
1230 - Domestic Water Income (Readi/Chrg)	201,333.00	201,333.00	109.27	109.27	201,223.73
1235 - Domestic Water Availability Charge (WAC)	60,480.00	60,480.00	21.86	21.86	60,458.14
1245 - Municipal Water Income (Base)	2,732,080.00	2,732,080.00	162,385.47	162,385.47	2,569,694.53
1268 - Municipal Water Income (Readi/Chrg)	79,800.00	79,800.00	6,650.00	6,650.00	73,150.00
1274 - Misc Water Income (Base)	234,192.00	234,192.00	7,620.01	7,620.01	226,571.99
1275 - Misc Water Income (Supplemental)	256,363.00	256,363.00	7,411.55	7,411.55	248,951.45
1276 - Munnicipal Water Availability Charge (WAC)	493,536.00	493,536.00	39,690.00	39,690.00	453,846.00
1280 - Misc Water Income (Tier 3)	3,000.00	3,000.00	0.00	0.00	3,000.00
1288 - Misc Water Income (Readi/Chrg)	23,500.00	23,500.00	2,010.00	2,010.00	21,490.00
1290 - Misc Water Availability Charge (WAC)	44,592.00	44,592.00	1,922.00	1,922.00	42,670.00
1295 - Dormant Water Availability Charge (WAC)	14,722.00	14,722.00	40.00	40.00	14,682.00
1300 - Sale of Water/From Storage	200,000.00	200,000.00	0.00	0.00	200,000.00
1400 - Stock Transfer	4,000.00	4,000.00	510.00	510.00	3,490.00
1410 - Late/Re-establishment Fee	6,181.00	6,181.00	0.00	0.00	6,181.00
1420 - Return Check Fee	167.00	167.00	0.00	0.00	167.00
1430 - Stock Certificate Storage and Handling Fee	100.00	100.00	0.00	0.00	100.00
<b>SubCategory: 40 - Shareholder Revenue Total:</b>	<b>5,040,817.01</b>	<b>5,040,817.01</b>	<b>228,034.09</b>	<b>228,034.09</b>	<b>4,812,782.92</b>
<b>SubCategory: 42 - Non-Shareholder Revenue</b>					
1725 - Misc. Income	1,623.00	1,623.00	0.00	0.00	1,623.00
1730 - Construction Permit & Inspection Fee	5,000.00	5,000.00	0.00	0.00	5,000.00
1750 - Service/Litigation Agreements	800.00	800.00	57.67	57.67	742.33
1753 - Ground Lease Income	55,000.00	55,000.00	4,300.88	4,300.88	50,699.12
1755 - Interest Earned	27,000.00	27,000.00	11,015.04	11,015.04	15,984.96
<b>SubCategory: 42 - Non-Shareholder Revenue Total:</b>	<b>89,423.00</b>	<b>89,423.00</b>	<b>15,373.59</b>	<b>15,373.59</b>	<b>74,049.41</b>
<b>Category: 4 - Income Total:</b>	<b>5,130,240.01</b>	<b>5,130,240.01</b>	<b>243,407.68</b>	<b>243,407.68</b>	<b>4,886,832.33</b>
<b>Category: 5 - O &amp; M Expense</b>					
<b>SubCategory: 50 - Operating Facilities</b>					
2175 - Facility Related Field Labor	218,213.00	218,213.00	23,124.06	23,124.06	195,088.94
2235 - Repairs to Facilities and Equipment	751,167.00	751,167.00	36,595.03	36,595.03	714,571.97
2265 - Power-Gas & Electric (utilities)	587,293.00	587,293.00	53,229.71	53,229.71	534,063.29
<b>SubCategory: 50 - Operating Facilities Total:</b>	<b>1,556,673.00</b>	<b>1,556,673.00</b>	<b>112,948.80</b>	<b>112,948.80</b>	<b>1,443,724.20</b>
<b>SubCategory: 51 - Operating Activities</b>					
2475 - Customer Service	72,327.00	72,327.00	5,909.37	5,909.37	66,417.63
2498 - Conservation	30,000.00	30,000.00	554.95	554.95	29,445.05
<b>SubCategory: 51 - Operating Activities Total:</b>	<b>102,327.00</b>	<b>102,327.00</b>	<b>6,464.32</b>	<b>6,464.32</b>	<b>95,862.68</b>
<b>SubCategory: 52 - Other Operating Expense</b>					
2205 - Non-Facility Related Labor	88,586.00	88,586.00	5,434.57	5,434.57	83,151.43
2210 - O & M - All Other	3,201.00	3,201.00	0.00	0.00	3,201.00
2280 - Purchased Water	44,357.00	44,357.00	0.00	0.00	44,357.00
2295 - Supplies (Inventory & Tools Expense)	9,953.00	9,953.00	915.91	915.91	9,037.09
2565 - Depreciation/Amortization	974,807.00	974,807.00	71,496.88	71,496.88	903,310.12
2715 - Property Taxes	221,456.00	221,456.00	0.00	0.00	221,456.00
2805 - Water Resource Mgmt.	269,037.00	269,037.00	25,227.35	25,227.35	243,809.65
<b>SubCategory: 52 - Other Operating Expense Total:</b>	<b>1,611,397.00</b>	<b>1,611,397.00</b>	<b>103,074.71</b>	<b>103,074.71</b>	<b>1,508,322.29</b>
<b>Category: 5 - O &amp; M Expense Total:</b>	<b>3,270,397.00</b>	<b>3,270,397.00</b>	<b>222,487.83</b>	<b>222,487.83</b>	<b>3,047,909.17</b>

Income Statement

For Fiscal: 2018 Period Ending: 01/31/2018

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Category: 6 - G &amp; A Expense</b>					
<b>SubCategory: 60 - Personnel</b>					
2115 - Administrative Services	181,060.00	181,060.00	10,828.54	10,828.54	170,231.46
2130 - Development/Water Svc. App.	2,300.00	2,300.00	0.00	0.00	2,300.00
2325 - Payroll Taxes	67,797.00	67,797.00	7,114.53	7,114.53	60,682.47
2355 - Worker's Compensation Insurance	15,853.00	15,853.00	1,300.00	1,300.00	14,553.00
2385 - Benefit Pay (Vac., sick, etc.)	136,744.00	136,744.00	23,496.01	23,496.01	113,247.99
2415 - Benefit Insurance (Pension,Life,Medical,Vision etc)	231,805.00	231,805.00	17,800.51	17,800.51	214,004.49
2430 - Benefit Administrative Services	1,675.00	1,675.00	0.00	0.00	1,675.00
<b>SubCategory: 60 - Personnel Total:</b>	<b>637,234.00</b>	<b>637,234.00</b>	<b>60,539.59</b>	<b>60,539.59</b>	<b>576,694.41</b>
<b>SubCategory: 61 - Other</b>					
2445 - Office/IT Support	75,000.00	75,000.00	2,497.00	2,497.00	72,503.00
2505 - Directors Fees & Expense	33,611.00	33,611.00	0.00	0.00	33,611.00
2535 - Liability Insurance	35,394.00	35,394.00	0.00	0.00	35,394.00
2595 - Communication	41,239.00	41,239.00	603.67	603.67	40,635.33
2625 - Dues & Publications	3,700.00	3,700.00	754.00	754.00	2,946.00
2655 - Outside Services	70,747.00	70,747.00	11,366.41	11,366.41	59,380.59
2745 - Income Tax Expense	4,700.00	4,700.00	0.00	0.00	4,700.00
2775 - Accounting & Legal Expense	242,332.00	242,332.00	19,295.97	19,295.97	223,036.03
2790 - Human Resources Expense	59,430.00	59,430.00	2,794.83	2,794.83	56,635.17
2865 - All other	50,414.00	50,414.00	696.64	696.64	49,717.36
<b>SubCategory: 61 - Other Total:</b>	<b>616,567.00</b>	<b>616,567.00</b>	<b>38,008.52</b>	<b>38,008.52</b>	<b>578,558.48</b>
<b>Category: 6 - G &amp; A Expense Total:</b>	<b>1,253,801.00</b>	<b>1,253,801.00</b>	<b>98,548.11</b>	<b>98,548.11</b>	<b>1,155,252.89</b>
<b>Total Surplus (Deficit):</b>	<b>606,042.01</b>	<b>606,042.01</b>	<b>-77,628.26</b>	<b>-77,628.26</b>	<b>683,670.27</b>

Item 4E

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

Institution	Type of Investment	Date of Maturity	Rate of Interest (A.P.Y.)	Amount of Deposit as of 1/31/2018	Accumulated Yearly		thru Jan
					Service Fees	Interest Earnings	
Citizens Business Bank (CBB)	*Checking	N/A	No Interest	\$ 1,122,606.84			N/A
Citizens Business Bank (CBB)	*D&O Checking	N/A	No Interest	\$ 51,973.79			N/A
Citizens Business Bank	Prof. Money Mkt	N/A	0.25%	\$945,756.00		\$	213.72
Local Agency Investment Fund	LAIF	N/A	1.20%	\$ 3,566,210.99		\$	10,794.53
Golden State Business Bank	12 Month C.D.	April 15, 2018	0.40%	\$ 20,000.00		\$	6.79
<b>TOTAL:</b>				\$ 5,706,547.62			
<b>TOTAL IN CD'S:</b>				\$ 20,000.00			







WATER PRODUCTION REPORT 2018

Irrig. Sys - Base	485.28	544.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1030.019
Irrig. Sys - Supplemental for Upland	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Irrig. Sys - Supplemental	9.56	14.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.524
Irrig. Sys - Supplemental - fier 3	0.00	4.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.620
Irrig. Sys. - Ent. For Monte Vista	0.00	38.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38.480
Irrig. Sys. - Supp. For Monte Vista	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Irrig. Sys. - Cucamonga Valley - Ent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Irrig. Sys. - Cucamonga Valley - Supp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Irrig. Sys. - Ontario Ent.	0.00	34.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	34.120
Irrig. Sys. - Ontario Supplemental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Total in Irrig. Sys. =	494.84	636.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1131.763
DELIVERED TO SHAREHOLDERS	664.37	821.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1486.093
% of Annual Ent. Prod.	134%	130%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	131%
23rd St. (Meter) - Basin 6 - A	0.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.354
15th Street Basin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Basin 3 meter (23rd street Clock)	40.57	6.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.886
Yosemite Flankish & Stamm Tunnel to Basin 3	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
PRV Station (res 1)(basin 6)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Total Water Spread Cucamonga Basin	40.92	6.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47.244
Water Spread Canyon Basin(res. 9) - Six Basins	32.88	5.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38.577
Water Spread Canyon Basin (res. 9)- Chino Basin	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000
Total spread=	73.80	12.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	85.821
Meter to spread ponds (NOTE ONLY)	96.15	86.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	182.202
TOTAL DELIVERED	738.17	814.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1552.972
Total unaccounted for water	-8.31	12.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.888
Percent of Supply	-1.14%	1.47%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Date of data entry	2/5/2018	3/2/2018																	
***Dom Sys. is billed on a bi-monthly basis, therefore use total base AF and supplemental AF divided by 2																			

A. Water Supply

On December 19, 2017 the Board determined to maintain the existing annual entitlement at 12,000 AF due to prospects of another dry year.

Six Basins Production

As of February 28, 2018, the Water Company produced a total of 164.553AF (7% of production rights). The OSY for CY2018 has been reduced to 14,000 AF reducing the Water Company's annual production right to 1003.24 AF.

The Water Company spread a total of 38.577AF in Six Basins to date.

Cucamonga Basin Production

As of February 28, 2018, the Water Company produced a total 761.438AF [17% of OSY and 13% based on the 10 year running average recharge]. A total of 47.244 AF was recharged into Cucamonga Basin.

Chino Basin Production

The Water Company produced 392.673 AF in this calendar year but 25% of OSY in the Chino Basin FY2017/2018. The Water Company will provide recommendation to transfer of remaining entitlement for Upland and Ontario from its stored water account to the PROC in January. This recommendation shall be based on the amount of water recharged in this calendar year only if available.

Since January of this year the Water Company spread a total of 1,025.943AF into Chino Basin with a 10 foot increase in water levels in the second quarter of this year and remains the same level in the third quarter.

Surface Water (San Antonio Creek)

Flows are about 25% of the flows this time last year.

San Antonio Tunnel

Tunnel flows are steady at about 89% of flows received this time last year for the domestic system.

B. Facilitating Sale of Inactive Shares to Interested Buyers

There is a total of ¼ shares going from dormant to active this transfer period.

C. Communication and Information Activities

Staff currently working on Spring Newsletter that will mail out the end of March.

Staff is communicating on "Facebook" with 164 friends liking our page. Communication is posted regularly.

D. New Billing and Accounting Software – The implementation of the inventory module is up and running. Work order module is installed but is not being utilized. Staff was trained with Tyler on the inventory system and has been developing month end procedures for inventory control.

E. San Antonio Creek Canyon - Water Usage

On July 5, 2012, Special Counsel submitted SAWCo's documentation per the USFS request along with a letter.

On November 8, 2012, we are advised that the SWRCB staff is examining our complaint and expect a response soon.

State Water Resources Control Board submitted a request to the USFS, Mt. Baldy HOA and SHIA for information regarding their current diversions and associated water rights as a response to the Water Company's claim.

On May 12, 2014 staff met with the USFS regarding their required response. It was suggested that we meet jointly with the Mt. Baldy HOA and SHIA to collaborate a response to the State Board.

A subsequent meeting was held on June 3, 2014 with the USFS, Mt. Baldy HOA and SHIA to discuss the data gathering for the response due on June 5.

It appears that Mt. Baldy insists on pursuing their rights to water and that SHIA will depend on the USFS. The four private lots in SHIA at the intersection of Mt. Baldy Road & Ice House Canyon will submit their rights under the Vernon Deed. We believe that the parties are amenable to developing an agreement with the Water Company; however, the outcome of the State Board response to those agencies will dictate their efforts in moving forward to an agreement.

Mt. Baldy HOA, SHIA and the USFS submitted their response to the State Board. Pending response from SWRCB.

A year ago staff was able to engage in a dialogue with the Forest Supervisor, Mr. Tom Contreras. It was reported in the newspaper last week that Tom Contreras resigned his post.

August 9, 2015 response from the State Board. They have prepared some draft material regarding our complaint. However, the continuing drought and other priorities have caused delays in progress towards making a final determination of the complex issues on Mt. Baldy.

On August 31, 2016, in light of SB 88 requiring measurement and reporting of diversions, staff contacted the State Board regarding the status of the Company's complaint and undocumented diversions in Mt. Baldy.

On October 24, 2016, Victor Vasquez with the Division of Water Rights set up a conference call to discuss the Company's complaint. On the call was the Water Company's Special Counsel, Fred Fudacz, Staff, Upland, and Pomona. There were four members of the State's Water Rights Division on the call including the State's legal counsel handling the complaint. SAWCo's special counsel, Fred Fudacz brought the State up to speed on our complaint and advised that the Water Company was not seeking punitive damages but rather better management of existing water rights in the fully appropriated stream. Although the State is now actively working our complaint, they were non-committal on providing regular updates.

On February 3, 2017, representatives from the State Water Resources Control Board Water Rights Division met with staff to observe the Company's water rights diversion structure in response to address the Water Company's water rights complaint. Representatives from Pomona, Ontario and Upland were present as major beneficiaries from this source water.

Subsequent to the February 2017 meeting, the State Water Resources Control Board requested the USFS to locate existing diversions in Mt. Baldy and provide a response within 90 Days beginning April 2017.

As of July 1, 2017, the State received and is reviewing information from the USFS regarding diversions in Mt. Baldy and anticipates more information on other diversions and volumes to be submitted by the Forest Service.

August 23, 2017 - Staff met with the Monument Manager of the US Forest Service and staff to discuss the information on diversions provided to the State. It was determined that the Forest Service would try to provide that report by September 13, 2017 and that the Monument Manager agreed to make a presentation at the September Board. Manager was not prepared to address the Board at this time.

September 25, 2017 – Due to fire season and ongoing reorganization of two Districts, the issue was deferred to Ms. Adrienne Dunfee, Deputy Monument Manager as the key contact on this matter moving forward. Without a specific date on completion of the report she stated that the full report would be provided before the end of this year.

On March 1, 2018 the Water Company representatives met with the State Board Department of Water Rights Enforcement Division to bring this issue to resolution.

## F. Groundwater Basin Matters

### Chino Basin

#### • Safe Yield Court & Appeal -

- The Six parties that have been involved with litigation, presented a term sheet. Staff checked with our legal counsel and he is comfortable with us signing the term sheet since this is not the final document and more significant items are forthcoming. So staff followed suit with Upland and sent a signed term sheet reserving our right to see the agreement and go through the process of legal review and Board approval.
- The Term sheet now has gone to the Non-Ag Pool, Ag Pool and Watermaster. Non-Ag and Watermaster have given their feedback and Ag is waiting on an agreement. A draft agreement is expected by the end of this month.

#### • Court Filings

Court hearing regarding staying the Judgment was extended from February 2, 2018 to September 14, 2018 @ 1:30 pm.

Parties have until April 3<sup>rd</sup> to dismiss or file a motion regarding the appeal.

**Chino Basin Storage Management Workshop** – Watermaster presented information regarding the storage framework workshop and requested feedback by the end of February.

**Cucamonga Basin Report** – Management met with CVWD and WECWC to discuss modernizing the Judgment and our next steps in Cucamonga Basin management. Staff is reviewing the Cucamonga Basin talking points to finalize prior to establishing meeting with CVWD.

**Six Basins**

Board meeting on February 28, 2018.

The Board approved the agreement with TVMWD regarding funding and preparation of a Programmatic Environmental Impact Report under CQUA for the Strategic Plan,

Staff presented the "Draft" CY2018 Annual Report for comments due by March 14, 2018. Watermaster provided a report on PVPA spreading at the San Antonio Spreading Grounds of water year 2018 and update on the quarterly groundwater level monitoring program.

Pomona as the lead for the MS4 Permittees Collaboration provided a status update.

A Strategic Plan Workshop was held after the Board meeting providing the schedule and status of the Plan implementation and the baseline scenario. Based on the PEIR Program, a new baseline would need to be re-established for each party based on the last 10 years.

G. Legal Issue Summaries – No Issues as of this report.

H. Monitoring of Approved Assembly Bills Affecting the Water Company

1. [REF] Sustainable Groundwater Management Act (SGMA)- AB 1168 (Pavley) and AB1739 (Dickinson) Signed by the Governor in September 2014 requiring groundwater resources be sustainably managed by local agencies providing the powers needed to sustainably manage groundwater over the long-term. This requires Groundwater Sustainability Plans (GSP's) be developed for medium and high priority groundwater basins. Chino Basin and Six Basins Watermaster is currently working with the SWRCB to rectify and clarify basin boundaries.

Senate Bill 13 was passed in September and becomes law in January 2016 adds new requirements and clarifications to the SGMA with regard to overlapping boundaries. It also authorizes mutual water companies as participants in groundwater sustainability agencies.

Each non adjudicated basin will be required to establish a basin management plan. Staff is currently preparing strategy in moving forward with CVWD and Upland towards that goal.

2. Senate Bill (SB) 88 was signed by the Governor on June 24, 2015 requires added measurement and reporting those water rights holders that divert more than 10 AF of water per year. The State Water Board adopted a regulation to implement the new law which took action on March 21, 2016.

When the amount of water available in a surface water source is not sufficient to support the needs of existing water rights holders and in-stream uses, the Board may require monthly or more frequent reporting in the affected areas to provide the most accurate assessment of water demand and will notify diverters in the affected areas when additional reporting is required.

The Water Company is in compliance as it measures and reports all diversions annually by March of each year.

3. Making Conservation a California Way of Life” Bills: AB 1323, AB 1668, SB 606 . All three bills are vehicles for the implementation of Governor Brown’s Executive Order B-37-16 which directed the State Water Board, the Department of Water Resources (DWR), the Department of Food and Agriculture, the Public Utilities Commission (PUC), and the California Energy Commission (CEC) to take actions focusing on using water wisely, eliminating water waste, strengthening local drought resilience, and improving ag efficiency and planning. Of the three bills, AB 1323 is considered the “compromise” bill as it would require a stakeholder workgroup to develop, evaluate, and recommend proposals for establishing new water use targets for urban water suppliers and to report to the Governor and the Legislature by December 2019. To date, no action has been taken on the bills.





1. Interstate 10 Corridor Project

Prior to the end of last year, staff met with the engineering consultant (HNTB) for the State of California Department of Transportation /San Bernardino County Transportation Authority (SBCTA) to coordinate pipeline conflicts with the proposed project. The project will impact portions of the Water Company's pipeline crossing at east of 6<sup>th</sup> Street in Ontario from the Company's Well 12 site on 6<sup>th</sup> Street north of the freeway to the Company's site on Council Avenue on the south side.

The project was scheduled to advertise for Design/Build contractor in December 2017. Staff anticipates the contractor awarded the contract will develop plans for the Water Company's review in and around the April 2018 timeframe. Due to prior rights, the waterline relocation project will be at no cost to the Water Company and Company will be reimbursed for plan check and construction inspection based on the current established Company fees and charges. On February 20, 2018, the Board approved the Utility Agreement with SBCTA to cover the cost for staff's time reviewing and inspecting the work in association with protection of the Company's existing facility.

2. Reservoir 7 Rehabilitation/Design

[CY2017 Budget \$826,500]

Budget based on Harper & Associates Opinion of Probable cost removing existing roof and walls and constructing a steel roof with access hatch. Staff obtained budgetary quote from CST for an aluminum cover to span the reservoir.

1. A low rise clear span aluminum dome option: \$750,000 for material and installation
2. 172 ft. nominal dia. Column supported aluminum roof over the existing concrete reservoir: \$1,600,000 for material and installation,

Obligated to date	CY2017	CY2018	
\$51,230	\$ 5,140		Harper & Associates
	\$5,140		<b>= Total to Date</b>

3. Edison Pond – New Sluice Gate Replacement [CY2-018]

[CY2018 \$70,000 – Board approved 4/18/17 from D&O]

Construct new sluice gate to replace failing existing "wood" gate structure intake from stream flow. Pomona's engineer is currently preparing the engineering design for the structure.

4. Office Relocation Feasibility Study-- [Carry over] [Currently on Hold]

[CY2017 Budget \$176,000]

AdHoc committee created to review project processes. CEDG prepared a site plan and conceptual layout on the north half property in advance of preparing preliminary design drawings.

The City of Upland requested the purchase the south half of the property for construction of a reservoir which should be constructed within a two year time

frame. The City agreed to consider the \$494,000 owed by the Water Company to the City of Upland as a down payment towards purchasing the property.

\$ 34,560	\$ 9,000		N/A	CEDG
Task 2 – Pre Design	16,000	7,000		
	\$ 25,000	32,000		= Total to Date

CEDG presented the conceptual office layout to the Board in March. The City of Upland appraised value is submitted for Board approval on this agenda. Since the City is seeking SRF funding, they request that the valuation is locked in for 1 year until they receive appropriate funds in November of CY2018.

The Water Company's plan for developing the office project is to fund it entirely from the sale of the Water Company's 17<sup>th</sup> Street property, Office and Yard property. The AdHoc Committee will be currently on hold until the City's funding mechanism is in place; however, staff proposes a "draft" funding strategy to determine the proposed receipt of sale of assets as it pertains to the Company's 85/15 tax exemption.

5. WFA Pipeline Connection– [Carry over] [Defer till CY2018]

[CY2018 Budget – \$110,000]

On October 30, 2017, the Water Company received a letter from the DDW regarding the BIN Classification determination from BIN 2 to BIN 1. The project is now dependent on approval by the WFA Board to construct the connection for delivery. All of the current JPA members are also entity shareholders [Upland, Ontario, MVWD, Chino and latest shareholder, Chino Hills].

The project is ready for construction bids once we receive WFA approval to make the connection.

Obligated to date	CY2018	
\$	\$ 0	
	\$0	= Total to Date

6. Holly Drive Reservoir– [Carry over]

[CY2018 Budget \$196,124]

TKE Engineering is preparing design preparing the environmental documents and design for two 120,000 gallon reservoirs to replace the existing 60,000 gallon reservoir in order to accommodate 1) operational capacity, 2) fire flow @ 1,500 gpm for 2-hour duration, 3) and emergency storage.

In January, the Board approved additional budget for additional environmental work required. The environmental work is pending completion. In October 2017 the Board approved additional budget appropriation to facilitate the change in design for twin 120,000 gallon reservoirs.

TKE provided the Opinion of Probable Cost to be \$600,000 for the site improvements and two 120,000 gallon reservoirs. Staff proposes to phase the construction with site improvements in this year and defer tank construction until subsequent years.

Obligated to date	CY2016	CY2017	CY2018	
\$ 74,500	\$ 62,000	\$ 43,856		TKE Engineering
\$ 45,070				10/17/17 Add'l Eng. .
	\$ 62,000	\$ 43,856		<b>= Total to Date</b>

7. Basin 6 Desilting – [Carry over]

[CY2018 Budget – \$266,000]

Environmental Document - Initial Study

SBCFCD is the Lead Agency for the environmental document “piggy backed” onto the Water Company’s document for their minimum maintenance requirement. We received the Notice of Determination of the environmental document.

Army Corps Nationwide permit

On February 7, 2018, the Water Company received the Nationwide permit that is contingent on receiving the 401 permit from RWQCB Santa Ana Region.

CDFW Streambed Alteration Agreement Notification

Received Streambed Alteration Permit.

RWQCB 401 Permit

Information was submitted on October 19, 2017. With completion of the environmental document, the State has begun the statutory timeline in review of the Water Company’s permit request.

Obligated to date	CY2015	CY2016	CY2017	CY2018	
\$ 47,940	\$ 14,869	\$ 17,227	\$ 1,339		To Altum Group
\$ 5,000	\$ 4,127				To TKE – Project Mgmt.
\$ 7,200	\$ 0	\$ 0			To CHJ - Geotechnical
	\$ 117				Plan Check
	\$ 26				Reimbursable
	\$ 19,139	\$ 17,227	\$ 1,339		<b>= Total to Date</b>

8. Cucamonga Crosswalls Repair & Desilt – [Carry over]

[CY2018 Budget – \$103,232]

According to the “Recharge Feasibility on the Cucamonga Creek” by Wildermuth Environmental dated December 2008, the desilting and repairing the existing crosswalls is anticipated to provide an additional 1,850AF/year.

The following items are still pending:

1. Nationwide Permit from Army Corps of Engineers (ACE) was submitted in July of CY2016.

- The Base Maintenance and Operating plan was submitted and reviewed by ACE.
- Staff anticipated ACE issuing the nationwide permit by the end CY2017 which is still pending to date.

In December of last year the Board removed the concession requirement for the contractor to reimburse the Water Company's expenses to date which allowed the County to waive the extraction fees. Once ACE issues the Nationwide Permit (still pending), the project will move forward to construction with the County Flood Control District permit.

Obligated to date	CY2014	CY2015	CY2016	CY2017	CY2018	
\$ 26,920	\$ 24,448	\$ 35,524	\$ 22,941	\$4,243		Altum Group
\$ 50,040	\$ 7,049	\$ 10,305	\$ 33,972	\$1,525		TKE/Proj. Mgmt. /Noise Monitoring
\$23,425						ECORP. – On-call Archaeologist
			\$ 90,000			RWQCB fee
		\$ 398	\$ 96			Reimbursable
\$100,385	\$ 31,497	\$ 46,227	\$147,009	\$5,768		<b>Total to Date</b>

This project is anticipated to begin after spring of CY2018.

9. Water Rights Investigation [See Prominent Issues]

10. San Antonio Canyon Watershed

[The San Antonio Canyon drainage area (26.7 sq. mi.) upstream from the San Antonio dam]

The watershed overlies both San Bernardino and Los Angeles Counties within the Angeles National Forest. There are many permitted public and some private uses within the canyon, and the canyon stream flow is a source of water supply for downstream communities.

As of this report the Mt. Baldy Ski Area (MBSA) submitted their plan for diverting the water at the San Antonio Falls to the US Forest Service for the purpose of making snow pursuant to their agreement with the Water Company which expired in CY2015. MBSA has completed their Master Development Plan and submitted it to the USFS and begin the National Environmental Policy Act (NEPA) compliance process. The Board approved extending the current agreement with Mt. Baldy Ski Area to December 31, 2035. Staff has been advised that the MBSA has been authorized by the USFS to do the work for the diversion of the Water Company's rights from the San Antonio Falls and anticipate a pre-construction meeting in January 2018.

At the end of last year, the Watershed Committee submitted an application report to AWWA for consideration of the Source Water Protection Award by the Watershed Committee on behalf of Pomona, Upland and the San Antonio Water Company.

**CY2018 COMPLETED PROJECTS:**

Item Title: Recommend Change in 401(K) Plan Trustee

Purpose:

To facilitate the change in the Water Company's 401K Plan Trustee.

Issue:

Does the Board agree with the AFC recommendation regarding the designation of Trustee of the Plan or does the Board wish to make another recommendation?

Manager's Recommendation:

That the Board consider the AFC recommendation to designate the Assistant General Manager, Teri Layton, as the 401(K) Plan Trustee and make recommendation as deemed appropriate.

Background:

In December 2010 the Board approved the Water Company becoming sole sponsor and Trustee of its 401(K) Plan and contract with a Third Party Administrator (TPA).

On January 2011, the Board adopted Resolution No. 2011-01-01 adopting a qualified retirement plan for its employees and appointed the General Manager, Charles Moorrees, as Trustee to perform actions necessary to implement and administer the Plan. This includes facilitating the merge of participant's current investment accounts at Nationwide to this Plan with the help of the TPA.

With the General Manager retiring in June 2018, it is necessary to appoint a new Trustee for the 401(K) Plan. A "draft" resolution and Trustee Declaration is attached for review and comments.

1. *A trustee's job is to accept funds, manage them prudently and distribute them to beneficiaries*
2. *A Fiduciary is a person who exercises any discretionary authority or control over the management of the plan or its assets*
3. *authority to control and manage the operation and administration of the plan*
4. *The trustee collects and holds plan assets in trust for the participants. The trustee will also be responsible for managing the plan investments*

Previous Actions:

Presented to the AFC for recommendations on February 20, 2018.

Impact on the Budget:

None.

March 20, 2018

**DRAFT”**  
**RESOLUTION No. 2018-03-01**  
A RESOLUTION OF THE BOARD OF DIRECTORS  
AMENDMENT TO THE SAN ANTONIO WATER COMPANY  
401(K) PLAN (“The Plan”)

**WHEREAS**, the San Antonio Water Company (the “Employer”) maintains the San Antonio Water Company 401(K) Plan (the “Plan”) for its employees;

**WHEREAS**, the Water Company has decided that it is in its best interest to amend the Plan;

**WHEREAS**, Section 14.01(b) of the Plan authorizes the Employer to amend the selections under the San Antonio Water Company 401(K) Plan Adoption Agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the San Antonio Water Company 401(K) Plan Adoption Agreement.

**RESOLVED FURTHER**, that the San Antonio Water Company 401(K) Plan Adoption Agreement is amended as follows. The amendment of the Plan is effective as of June 1, 2018.

1. The Trustee Designation Page has been modified. The modified Trustee Declaration Page is attached to the Amendment.

I, Sue Sundell, Secretary of the San Antonio Water Company, do hereby certify that the foregoing Resolution was adopted on February 16, 2018, 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

\_\_\_\_\_  
Sue Sundell, Secretary

**TRUSTEE DECLARATION**

This Trustee Declaration may be used to identify the Trustees under the Plan. A separate Trustee Declaration may be used to identify different Trustees with different Trustee investment powers.

Effective date of Trustee Declaration: \_\_\_\_\_

The Trustee's investment powers are:

- (a) **Discretionary.** The Trustee has discretion to invest Plan assets, unless specifically directed otherwise by the Plan Administrator, the Employer, an Investment Manager or other Named Fiduciary or, to the extent authorized under the Plan, a Plan Participant.
- (b) **Nondiscretionary.** The Trustee may only invest Plan assets as directed by the Plan Administrator, the Employer, an Investment Manager or other Named Fiduciary or, to the extent authorized under the Plan, a Plan Participant.
- (c) **Fully funded.** There is no Trustee under the Plan because the Plan is funded exclusively with custodial accounts, annuity contracts and/or insurance contracts. (See Section 12.16 of the Plan.)
- (d) **Determined under a separate trust agreement.** The Trustee's investment powers are determined under a separate trust document which replaces (or is adopted in conjunction with) the trust provisions under the Plan.

Name of Trustee: \_\_\_\_\_

Title of Trust Agreement: \_\_\_\_\_

*[Note: To qualify as a Volume Submitter Plan, any separate trust document used in conjunction with this Plan must be approved by the Internal Revenue Service. Any such approved trust agreement is incorporated as part of this Plan and must be attached hereto. The responsibilities, rights and powers of the Trustee are those specified in the separate trust agreement.]*

**Description of Trustee powers.** This section can be used to describe any special trustee powers or any limitations on such powers. This section also may be used to impose any specific rules regarding the decision-making authority of individual trustees. In addition, this section can be used to limit the application of a trustee's responsibilities, e.g., by limiting trustee authority to only specific assets or investments.

Describe Trustee powers: \_\_\_\_\_

*[The addition of special trustee powers under this section will not cause the Plan to lose Volume Submitter status provided such language merely modifies the administrative provisions applicable to the Trustee (such as provisions relating to investments and the duties of the Trustee). Any language added under this section may not conflict with any other provision of the Plan and may not result in a failure to qualify under Code §401(a).]*

**Trustee Signature.** By executing this Adoption Agreement, the designated Trustee(s) accept the responsibilities and obligations set forth under the Plan and Adoption Agreement. By signing this Trustee Declaration Page, the individual(s) below represent that they have the authority to sign on behalf of the Trustee. If a separate trust agreement is being used, list the name of the Trustee. No signature is required if a separate trust agreement is being used under the Plan or if there is no named Trustee under the Plan.

Teri Layton  
*(Print name of Trustee)*

\_\_\_\_\_  
*(Signature of Trustee or authorized representative)* \_\_\_\_\_  
*(Date)*





**Agenda Item No. 6B**

Item Title: Salary Range Adjustment

Purpose:

To consider adjusting employee salary ranges to maintain certain living standards.

Issue:

Previously, the AFC agreed that the timeframe for considering salary range adjustments based on the Cost of Living Index would be from December to December.

Does the Board agree with the AFC recommendations based on the findings of the Bureau of Labor Statistics for the Los Angeles Area for December 2017?

Manager's Recommendation:

That the Board agrees with the Committee's recommendation and approve adjusting the existing job position wage range 2.18% based on the Bureau of Labor Statistics for the Los Angeles Area for December 2017 as presented.

Background:

The annual percentage change in the Consumer Price Index (CPI) is typically used to determine the rate of inflation. Because cost-of-living wage increases are directly tied to inflation, you can use the CPI to calculate the expected cost-of-living wage increase.

As suggested by the AFC in CY2013, consideration of annual cost of living adjustments (COLA) for salary range adjustments would be determined by the CPI as calculated by the Bureau of Labor Statistics. Using the Bureau's 2016/2017 12-month change from December to December.

The LA-Riverside-Orange County, CA metropolitan area covered in this release is comprised of Los Angeles, Orange, Riverside, San Bernardino, and Ventura Counties in the State of California. The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors and dentist services, pharmaceutical prescriptions, and the other goods and services people buy for day-to-day living.

According to the Bureau, in December, the CPI for Urban Wage Earners and Clerical Workers (CPI-W) was 245.357 in December 2016 and 250.189 in December 2017 showing a +2.18 percent change over the year in the following table.

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2016	231.061	230.972	232.209	233.438	234.436	235.289	234.771	234.904	235.495	235.732	235.215	235.390
2017	236.854	237.477	237.656	238.432	238.609	238.813	238.617	239.448	240.939	240.573	240.666	240.526

Therefore:  $(240.526-235.390)/235.390 \times 100 = 2.18\%$

Impact on the Budget:

Cost of living adjustments considered would increase salary ranges only and would directly affect those employees currently at the top of their range at the time of their performance evaluation.

Previous Actions:

None.



CY2018 Budget Projects

PROJECTS IN PROGRESS	Capital	Expense	Total	YTD	Previous Year	Budget Placement	Start Date	End Date
<b>Edison Pond - New Sluice Gate Replacement</b> - Pomona is currently preparing engineered	\$70,000		\$70,000	\$0		D&O	3/16/2016	Jul-18
<b>Holly Drive Reservoir</b> - TKE has completed the revised site layout and wall profiles based on the new tank layouts. Working with structural and environmental sub-consultants to reflect the TKE Engineering	\$196,124		\$196,124		\$105,856	D&O	6/1/2018	Dec-18
<b>Sub-Total =</b>	\$196,124	\$0	\$196,124	\$0	\$0			
<b>WFA Pipeline Connection</b> - Pending the WFA Board approval to construct the physical connection.	\$110,000		\$110,000	\$0		D&O	5/6/2016	Dec-17
Harper & Associates Engineering			\$0		\$52,851			
<b>Sub-Total =</b>	\$110,000	\$0	\$110,000	\$0	\$105,856			
<b>Basin 6 Desilting</b>	\$266,000		\$266,000		\$105,856	Carry-over Facilities	03/04/15	Oct-17
Environmental Document - Received Notice of Determination. SWRCB currently reviewing the Wate Company's 401 application and has issued a Project Number. Received ACE and DFW permits. TKE Engineering - Project Management			\$0		\$59,398			Rev. date 5-1-18
CHJ Geotechnical Evaluation	\$6,300		\$6,300	\$0	\$5,466	Facilities		
<b>Sub-Total =</b>	\$266,000	\$0	\$266,000	\$0	\$170,720			
<b>Cucamonga Basin - Desilting project at crosswalls</b>	\$103,232		\$103,232		\$0	Carry-over Facilities	10/19/10	On-going
Altum Group - Environmental Document TKE - Project Mgmt. & Noise Monitoring Pending contractual arrangements with the GRB, SBCFCD permit & on-site pre-construction meeting.			\$0		\$89,330			
<b>Pending Army Corps Nationwide Permit.</b>					\$148,935			
Received RWQCB 401 & DFW Streambed Alteration Permit					\$90,494			
<b>Sub-Total =</b>	\$103,232	\$0	\$103,232	\$0	\$328,759			
<b>Water Rights Investigation- Activity</b>						Legal	06/10/10 (Since 1970)	On-going
USFS water rights to its special use permits					\$69,745			
SHIA - Snowcrest Heights Improvement Association /USFS					\$1,575			
Private land owners in SHIA - Pending resolution.					\$9,900			
Mt. Baldy HOA - Land exchange document.					\$765			
Met the State Division of Water Rights Enforcement Division on March 1, 2018.					\$81,985			
<b>Sub-Total =</b>	\$176,000	\$0	\$176,000	\$7,000	\$25,000	Facility	07/23/15	7/1/2018
<b>Office Relocation Feasibility Study</b>								
Property was appraised at \$1.7 million. Staff to prepare plan options for receipt of funds without impacting the Company's IRS 85/15 ruling. Committee on hold until the City is in receipt of funds via application to SRF Funding which is anticipated by fall of CY2018. Project is on hold until the City has secured necessary funds.								
<b>Sub-Total =</b>	\$25,000		\$176,000	\$7,000				ON HOLD
<b>Well 31 Biological Treatment - End product cost currently not compatible with current rate structure</b>	\$4,200,000					Facility	09/13/16	HOLD
Pending DDW certification. Dismantling the plant is in process.								
<b>Sub-Total =</b>	\$675,356		\$0	\$0	\$634,315			
<b>Total =</b>			\$745,356	\$0				

PROJECTS IN PROGRESS		Capital	Expense	Total	YTD	Previous Year	Budget Placement	Start Date	End Date
Holly Drive Boosters Pending quote from KSM. Pending piping layout & booster enclosure design.		\$290,000		\$290,000		\$0	D&O	6/1/2018	Dec-18
Sub-Total =		\$290,000	\$0	\$290,000	\$0	\$0			
SCADA Upgrade from Iconics to Clear Scada / Tesco - Pending Purchase Order		\$100,000		\$100,000		\$0	D&O	6/1/2018	Dec-18
Sub-Total =		\$100,000	\$0	\$100,000	\$0	\$0			
Forebay Surface Waterline - Pending construction/Norstar Plumbing & Engineering		\$180,000		\$180,000		\$0	D&O	6/1/2018	Dec-18
Sub-Total =		\$180,000	\$0	\$180,000	\$0	\$0			
CY2018 PROJECTS COMPLETED									
		Capital	Expense	Total	YTD	Previous Year	Budget Placement	Start Date	End Date