



SAN ANTONIO WATER COMPANY

BOARD OF DIRECTORS MEETING

Tuesday, March 19, 2024 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/617488405>

You can also dial in using your phone.

Access Code: 617-488-405

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 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, 2023

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

Approve meeting minutes of October 24, 2023.

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 January 31, 2023.

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 representative.

- B. Six Basins Representative Report
Verbal report by representative.
- C. Chino Basin Representative Report
Verbal report by representative.
- D. Cucamonga Basin Representative Report
Verbal update by representative.
- E. Administration and Finance Committee (AFC) Chairman's Report
No meeting to report.
- F. Planning, Resources, and Operations Committee (PROC) Chairman's Report
Verbal report on February 27, 2024 meeting.
- G. Office & Yard Feasibility Study Ad Hoc Committee
Verbal report on March 13, 2024 meeting.

6. Property, Casualty, Workers Comp and Cybersecurity Insurance Renewal
Discussion and possible action regarding subject insurance renewal.

7. Uniform Policy and Annual Clothing Allotment
Discussion and possible action regarding Company's uniform policy and annual clothing allotment.

8. Closed Session:
CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Govt. Code section 54956.8)
Property: Portion of 1813 W. 17th Street, Upland, CA 91784
Company negotiator: Brian Lee, General Manager
Negotiating parties: San Antonio Water Company and STC One LLC
Under negotiation: price and terms of cell tower site lease amendment

9. Director's Comments and Future Agenda Items:

Adjournment:

The next regular Board Meeting will be held on Tuesday, April 16, 2024 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 [8:00a – 11:30a and 12:30p – 4:00p] and alternating Fridays [8:00a – 11:30a and 12:30p – 3:00p] and on the Company's website www.sawaterco.com. The agenda is also available for review and copying at the Upland Public Library located at 460 N. Euclid Avenue.

POSTING STATEMENT: On March 14, 2024, 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 (450 N. Euclid Ave.), Public Library (460 N. Euclid Ave.), and on the Water Company's website.

SAN ANTONIO WATER COMPANY
MINUTES OF THE SAN ANTONIO WATER COMPANY
Tuesday, February 20, 2024

An open meeting of the Board of Directors of the San Antonio Water Company (SAWCo) was called to order at 5:02 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, Bob Bowcock, Kati Parker, Bob Cable, and Becky Miller. Also in attendance were SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, General Legal Counsel Derek Hoffman, and Administrative Specialist Tiffany Dickinson. President Zuniga presided.

Director Cable 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 January 16, 2023.
 - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes
No meeting minutes to approve.
 - C. Administration and Finance Committee (AFC) Meeting Minutes
Approve Meeting Minutes of September 26, 2023.
 - D. AdHoc Committee for Office Feasibility Study
No meeting minutes to approve.
 - E. Financial Statement
Income Statement and Balance Sheet for December 31, 2023.
 - 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

Director Velto moved and Director Elliott 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 there was a meeting held on Wednesday, February 14, 2024, and took action to do a second amendment to Six Basins Watermaster and PVPA supplemental agreement to fund projects they work on together for \$150,000.00.

Director Parker added there is no further update to report.

- B. Six Basins Representative Report** – Ms. Layton stated the last meeting was held on Wednesday, January 24th, 2024. She reported the annual elections of officers was held and everyone stayed the same except Norberto replaced John Robles for City of Upland.

Ms. Layton added there will be another meeting held next week.

- C. Chino Basin Representative Report** – Mr. Lee stated there is no update to report.

Director Velto added they will be having interviews for the new General Manager that week.

- D. Cucamonga Basin Representative Report** – Mr. Lee stated there is no update to report.

- E. Administration and Finance Committee (AFC) Chairman's Report** – Director Velto stated there is no update 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. Development of 1295 W 25th St.: Mr. Lee stated there is a shareholder who is developing a parcel and staff has been in communication with the shareholder regarding the number of shares required for the development. It is a tear down and a rebuild, tearing down the existing home, constructing a main house and a secondary unit. A Will Serve letter has been issued over a year ago outlining the requirement for service to the property, with one of the requirements being the shareholder have $\frac{3}{4}$ shares of SAWCo water stock because the property is over one-half an acre. Mr. Lee clarified the shareholder has requested to address the Board questioning the need to purchase an additional one-quarter share. Mr. Lee explained the only time we require the shares to match acreage is when a Will Serve letter is issued. He added the issue is not an ADU, but the issue is the acreage and the County's requirement of a Will Serve letter.

Director Zuniga questioned why the policy has never been a minimum of $\frac{3}{4}$ shares to begin with.

Ms. Layton responded in the past when there was a severe drought there was a concern there was not enough water. The directors at that time had a moratorium to not allow building new development in the Heights. If the shareholders have the shares, they would be allowed to build. She added to administratively alleviate issues SAWCo instituted based on the size of the lot a minimum of one-half share.

Shareholder, John Ricotta, approached the podium stating at the time he requested the Will Serve letter he had two properties just shy of half an acre and since then he had combined the two properties, which is a little over one-half acre. He stated he is building a house and an ADU, and then tearing down the old house. He added he currently does not use one-half share worth of water and believes one-half quarter share is sufficient.

Director Elliott added the Board has a decision to make to continue the current policy that is in place or take each case by case.

Director Cable stated he stands by the decision made by the Board with the current policy and even though this process is costly upfront there are options in the future such as leasing that extra share.

Director Parker asked if this item could be taken to the PROC Committee and is considering taking each case by case.

Legal Counsel Derek Hoffman stated the PROC Committee did consider this policy and the Board ratified the existing policy, which is a minimum one-half share up to one-half acre and one-quarter share up to one-quarter acre above that.

Director Zuniga stated the policy will stand and the shareholder will need to purchase an additional one-quarter share following the Will Serve letter.

7. San Antonio Heights Citizens on Patrol Donation: Mr. Lee explained this is a standard yearly item at the beginning of the year, where SAWCo has donated \$1,000.00 to the Citizens on Patrol. The Citizens on Patrol are requesting this yearly donation, and staff do support this. He added the Citizens on Patrol patrols the Heights area, keeps an eye on SAWCo facilities, and have called in and alerted the Company on any issues on SAWCo properties.

Director Parker moved and Director Miller seconded on approval of \$1,000.00 donation to the Citizens on Patrol. Motion carried unanimously.

8. Quitclaim Request for parcel at C Street and Washington Blvd.: Mr. Lee explained SAWCo has a proposed development in the City of Upland, and the City is the property seller. A developer is looking to purchase this property but during their due diligence they discovered there was a SAWCo blanket easement.

Director Zuniga and Director Velto recused themselves as being members of the City of Upland City Council.

Mr. Lee continued to explain staff is requesting the Board authorize Company staff to work with SAWCo legal counsel to develop the appropriate quitclaim that is agreeable to the developer and SAWCo's legal counsel. The Board would then authorize Mr. Lee to sign that quitclaim for SAWCo. The developer would pay a quitclaim fee of \$1,500.00.

Director Cable moved and Director Bowcock seconded to authorize SAWCo staff to work with legal counsel to develop and sign a quitclaim for parcel at C Street and Washington Blvd. Motion carried unanimously.

9. Request to Amend Cell Land Lease at Well 26: Mr. Lee stated SAWCo has a request by lessee to extend the lease a number of years at the same terms plus a \$5,000 bonus for extending the lease. He added the terms of the lease are generally favorable for both properties, SAWCo does not have plans to utilize that property for more than what it is currently used for.

Mr. Lee stated staff and legal counsel working together to develop a lease amendment that is agreeable to both parties, recommends the Board authorize staff to sign said amendment.

Mr. Lee added under the terms there is an escalation of 18% every year in the lease amount.

Director Zuniga suggested for staff to research and reach out to the City of Upland to see what the City of Upland is receiving on their cell leases.

Director Velto questioned if there is consideration of adding another carrier in the future.

Mr. Lee responded stating there is a subwriter to this lease they could add a carrier for an additional \$500 a month to use a new carrier on the same antenna.

Director Elliot moved and Director Velto seconded to refer this evaluation to a closed session at the following PROC Committee Meeting. Motion carried unanimously.

10. Annual Shareholder's Meeting Location and Appointment of Inspectors of Election: Mr. Lee stated SAWCo staff is proposing April 9, 2024, to be held at City of Upland City Hall at 6:00 PM and offering SAWCo staff as Inspectors of Elections. He added we are not having elections this year it is a matter of roll call for shareholders.

Director Cable moved and Director Velto seconded to approve the Annual Shareholder's Meeting to be held on April 9, 2024 at City of Upland City Hall at 6:00 PM. Motion carried unanimously.

11. Director's Comments and Future Agenda Items: Director Elliott questioned if there were any reports on any water issues.

Mr. Lee stated everything is going smoothly. He added SAWCo's major shareholder requested that we stop delivering water to their treatment plant because they have run out of space. He also added the Cucamonga Crosswalls are holding up very well and SAWCo is doing well on San Antonio Canyon.

Mr. Lee lastly requested that after these heavy storms to encourage the public to search their backyards to drain all the excess water so there will not be a mosquito issue.

Adjournment:

With no further business to discuss the meeting was adjourned at 5:45 p.m.

Assistant Secretary
Brian Lee

MINUTES OF THE SAN ANTONIO WATER COMPANY
 PLANNING, RESOURCES, and OPERATIONS COMMITTEE
 October 24, 2023

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order at 3:01 p.m. on the above date. Committee members present were Will Elliott, Bob Bowcock, Kati Parker, and Rudy Zuniga. Also in attendance were SAWCo's legal counsel Derek Hoffman of Fennemore, General Manager Brian Lee, Senior Administrative Specialist Kelly Mitchell, and Administrative Specialist Tiffany Dickinson. Director Elliott presided.

1. Recognitions and Presentations – None.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes:
 - A. **Regular Committee Minutes of June 27, 2023** – Director Parker moved, and Director Bowcock seconded to approve the meeting minutes of June 27, 2023 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
 - A. **Project Status Report/Project List** – Mr. Lee provided an update regarding the SAWCo office relocation. He stated we have submitted preliminary plans to the City of Upland for permitting and zoning purposes. The City of Upland then will pass out the plans to the appropriate departments who in turn provide comments on those plans and submit them back to the company to incorporate those comments for final submittal.

Mr. Lee stated as soon as we have a full AFC Committee and AFC Chair, the AFC Chair will serve on the Ad Hoc Committee and the PROC Chair will serve on the Ad Hoc Committee for the building. He stated we will be developing pictures to share with the neighborhood and to get support.

Mr. Lee commented we did have theft a few weeks ago on the 20th St. property. Security cameras and other miscellaneous items were damaged and stolen, an old trailer was stolen, and our newer trailer was damaged. He mentioned the stolen trailer has been recovered and we have filed an insurance claim and a police report. He also added the hope is there will be an employee entrance off Campus Ave. to not disrupt the residents on 20th St. and with the company presence it will deter thieves.

Director Parker emphasized the importance of public relations and to reach out to the neighbors, residents of 20th St., to let them know what is going on and take in any concerns they may have and to have goodwill with the residents.

Mr. Lee reported on Holly Drive Reservoir Phase 3 stating the tank is built and coated, and piping is being completed. It is currently going through the permitting process through the state so that it can get disinfected, filled, and active.

Mr. Lee stated the next phase of that project will be to build a bypass at Holly Dr. booster station to deliver water from those tanks down into the upper zone, along with extending the Holly Dr. pressure zone out along 26th St.

Mr. Lee updated that they are actively working on the Cucamonga Crosswalls repairing the gabion baskets and getting them installed into the breaches of the crosswalls that occurred last year. They are also grading and getting rid of debris that got into the basins last year preparing for next year's storm.

Mr. Lee reported on Well 19 stating we are at about 480 feet with a 28-inch drill bit with about another 600 feet to go and casing will be installed soon after.

The next phase is going to be to install the pipeline to deliver water to the Heights. This project will be a multimillion-dollar project. The well will deliver approximately 1,500 gallons a minute and will help to rest other wells that are still in operation after being constructed in the 1930's.

Mr. Lee reported on the Paloma Hydraulic Break and Well 31 Pipeline stating they are both in predesign stages. We are waiting on TKE for the Well 31 Pipeline predesign report and Civiltech for the Paloma Hydraulic Break predesign report.

Director Elliott questioned if we will then abandon all rights to the property on Paloma Curve.

Mr. Lee responded saying yes that is the plan, and the City of Upland has expressed interest in abandoning their building to the property owner and the property owner has initially expressed interest in taking the building but is now having second thoughts.

Mr. Lee updated on the GIS system stating our young operators have been actively out in the field with their I-pads marking on the map what is wrong, what is incorrect and what is correct and uploading directly to our consultant who in turn is making those changes on the GIS system.

Mr. Lee commented on next year's budget proposal stating Well 19 will take most of the CIP budget funds.

7. Basin Issues and Updates

- ***San Antonio Canyon Watershed*** – Mr. Lee stated we are cranking out water and that should carry out through the end of the year. He stated City of Upland should meet their entitlement by early November. He commented we have a gentleman's agreement with City of Upland that they will proportionally share that water with Monte Vista Water District and any other shareholders that want to pay a wheeling charge through Upland's system.

- **Chino Basin** – Mr. Lee reported they had an assessment package meeting that same day to discuss the budget package.
- **Six Basins** – A meeting is scheduled for Wednesday, October 25, 2023.
- **Cucamonga Basin** – Mr. Lee reported we are continually working with our two partners to develop the hydrogeologic model. Provst and Prichard has provided information in a preliminary model report. Sometime in the near future, both boards, Cucamonga Valley Water District and SAWCo, will be brought together to discuss the results and how to move forward.

Mr. Lee added when we originally set out to repair the Cucamonga Crosswalls approximately 15 years ago, we had a gentleman’s agreement with Cucamonga Valley Water District to share the costs. Throughout the years the agreement has carried over but SAWCo ended up paying the whole cost. There was an agreement CVWD would reimburse SAWCo for that payment and Mr. Lee confirmed we received that check payment this month.

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

Adjournment: –The meeting adjourned at 3:25 p.m.

Assistant Secretary
Brian Lee



San Antonio Water Company, CA

Income Statement Group Summary

For Fiscal: 2024 Period Ending: 01/31/2024

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Category: 4 - Income					
SubCategory: 40 - Shareholder Revenue					
1185 - Water Sales - Domestic	730,000.00	730,000.00	-667.52	-667.52	730,667.52
1230 - Water Fixed Charges - Domestic	261,000.00	261,000.00	55.20	55.20	260,944.80
1245 - Water Sales - Municipal	3,100,000.00	3,100,000.00	177,112.72	177,112.72	2,922,887.28
1268 - Water Fixed Charges - Municipal	554,000.00	554,000.00	46,170.00	46,170.00	507,830.00
1274 - Water Sales - Misc.	260,000.00	260,000.00	5,904.88	5,904.88	254,095.12
1288 - Water Fixed Charges - Misc.	46,000.00	46,000.00	4,048.00	4,048.00	41,952.00
1295 - Water Fixed Charges - Inactive Shareholders	52,000.00	52,000.00	0.00	0.00	52,000.00
1309 - Shareholder Fees	8,800.00	8,800.00	360.00	360.00	8,440.00
SubCategory: 40 - Shareholder Revenue Total:	5,011,800.00	5,011,800.00	232,983.28	232,983.28	4,778,816.72
SubCategory: 42 - Non-Shareholder Revenue					
1725 - Misc. Income	2,000.00	2,000.00	7,105.96	7,105.96	-5,105.96
1750 - Service/Litigation Agreements	0.00	0.00	57.21	57.21	-57.21
1753 - Ground Lease Income	70,000.00	70,000.00	6,270.54	6,270.54	63,729.46
1755 - Interest Earned	20,000.00	20,000.00	35,548.84	35,548.84	-15,548.84
SubCategory: 42 - Non-Shareholder Revenue Total:	92,000.00	92,000.00	48,982.55	48,982.55	43,017.45
Category: 4 - Income Total:	5,103,800.00	5,103,800.00	281,965.83	281,965.83	4,821,834.17
Category: 5 - O & M Expense					
SubCategory: 50 - Operating Facilities					
2175 - Field Labor	480,000.00	480,000.00	28,071.48	28,071.48	451,928.52
2235 - Repairs to Facilities and Equipment	350,000.00	350,000.00	18,948.38	18,948.38	331,051.62
2265 - Power-Gas & Electric (utilities)	900,000.00	900,000.00	47,066.56	47,066.56	852,933.44
SubCategory: 50 - Operating Facilities Total:	1,730,000.00	1,730,000.00	94,086.42	94,086.42	1,635,913.58
SubCategory: 51 - Operating Activities					
2475 - Customer Service	10,000.00	10,000.00	1,659.26	1,659.26	8,340.74
2498 - Conservation	26,000.00	26,000.00	970.32	970.32	25,029.68
SubCategory: 51 - Operating Activities Total:	36,000.00	36,000.00	2,629.58	2,629.58	33,370.42
SubCategory: 52 - Other Operating Expense					
2210 - O & M - All Other	3,500.00	3,500.00	0.00	0.00	3,500.00
2295 - Supplies (Inventory & Tools Expense)	10,000.00	10,000.00	2,250.69	2,250.69	7,749.31
2565 - Depreciation/Amortization	1,100,000.00	1,100,000.00	94,717.68	94,717.68	1,005,282.32
2715 - Property Taxes	240,000.00	240,000.00	0.00	0.00	240,000.00
2805 - Water Resource Mgmt.	143,000.00	143,000.00	44,130.20	44,130.20	98,869.80
SubCategory: 52 - Other Operating Expense Total:	1,496,500.00	1,496,500.00	141,098.57	141,098.57	1,355,401.43
Category: 5 - O & M Expense Total:	3,262,500.00	3,262,500.00	237,814.57	237,814.57	3,024,685.43
Category: 6 - G & A Expense					
SubCategory: 60 - Personnel					
2115 - Administrative Labor	540,000.00	540,000.00	36,701.52	36,701.52	503,298.48
2325 - Payroll Taxes	80,000.00	80,000.00	9,389.73	9,389.73	70,610.27
2355 - Worker's Compensation Insurance	18,000.00	18,000.00	1,931.00	1,931.00	16,069.00
2385 - Benefit Pay (Vac., sick, etc.)	195,000.00	195,000.00	27,614.96	27,614.96	167,385.04
2415 - Benefit Insurance (Pension,Life,Medical,Vision etc)	250,000.00	250,000.00	21,936.86	21,936.86	228,063.14
2430 - Benefit Administrative Services	2,000.00	2,000.00	0.00	0.00	2,000.00
SubCategory: 60 - Personnel Total:	1,085,000.00	1,085,000.00	97,574.07	97,574.07	987,425.93
SubCategory: 61 - Other					
2445 - Office/IT Support	60,000.00	60,000.00	11,747.70	11,747.70	48,252.30
2505 - Directors Fees & Expense	32,000.00	32,000.00	2,419.57	2,419.57	29,580.43
2535 - Liability Insurance	60,000.00	60,000.00	508.00	508.00	59,492.00
2595 - Communication	43,000.00	43,000.00	1,956.72	1,956.72	41,043.28
2625 - Dues & Publications	3,500.00	3,500.00	8,859.00	8,859.00	-5,359.00

Income Statement

For Fiscal: 2024 Period Ending: 01/31/2024

IncomeStatement	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
2655 - Outside Services	20,000.00	20,000.00	15,048.29	15,048.29	4,951.71
2745 - Income Tax Expense	12,500.00	12,500.00	0.00	0.00	12,500.00
2775 - Accounting	20,000.00	20,000.00	0.00	0.00	20,000.00
2776 - Legal	200,000.00	200,000.00	24,882.30	24,882.30	175,117.70
2865 - All other	30,000.00	30,000.00	1,287.94	1,287.94	28,712.06
SubCategory: 61 - Other Total:	481,000.00	481,000.00	66,709.52	66,709.52	414,290.48
Category: 6 - G & A Expense Total:	1,566,000.00	1,566,000.00	164,283.59	164,283.59	1,401,716.41
Total Surplus (Deficit):	275,300.00	275,300.00	-120,132.33	-120,132.33	

Income Statement

For Fiscal: 2024 Period Ending: 01/31/2024

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - 10	275,300.00	275,300.00	-120,132.33	-120,132.33	395,432.33
Total Surplus (Deficit):	275,300.00	275,300.00	-120,132.33	-120,132.33	



San Antonio Water Company, CA

Balance Sheet

Account Summary

As Of 01/31/2024

Account	Name	Balance
Fund: 10 - 10		
Assets		
BalSubCategory: 10 - Cash		
10-00-00-10100-00000	Petty Cash	250.00
10-00-00-10201-00000	Checking Account-8431	1,211,721.71
10-00-00-10415-00000	D&O Checking Account	1,041,743.26
10-00-00-10438-00000	Depre/Obsolescene Res (LAIF)	2,629,932.06
	Total BalSubCategory 10 - Cash:	4,883,647.03
BalSubCategory: 11 - Accounts Receivable		
10-00-00-11100-00000	Accounts Receivable-Domestic	24,814.01
10-00-00-11200-00000	Accounts Receivable-Municipal	237,966.97
10-00-00-11250-00000	Accounts Receivable-Misc.	14,584.95
10-00-00-11260-00000	Accounts Receivable - Dormant	2,069.81
10-00-00-11275-00000	Contra Accounts Receivable - Unapplied C	-28,993.27
10-00-00-11300-00000	Accounts Receivable-Other	231,632.45
	Total BalSubCategory 11 - Accounts Receivable:	482,074.92
BalSubCategory: 12 - Inventory		
10-00-00-12100-00000	Inventories-Materials & Supply	156,057.49
	Total BalSubCategory 12 - Inventory:	156,057.49
BalSubCategory: 13 - Prepaid		
10-00-00-13100-00000	Prepaid Insurance	8,868.75
10-00-00-13105-00000	PREPAID POSTAGE	369.00
	Total BalSubCategory 13 - Prepaid:	9,237.75
BalSubCategory: 14 - Investments		
10-00-00-14150-00000	P.V.P.A. Investment	1.00
10-00-00-14151-00000	457B Plan Investment	92,174.48
	Total BalSubCategory 14 - Investments:	92,175.48
BalSubCategory: 15 - Property, Plant, & Equipment		
10-00-00-15100-00000	Land & Water Rights	920,161.26
10-00-00-15110-00000	Work in Progress	176,000.00
10-00-00-15110-1507J	Work in Progress "Proj J"	156,770.00
10-00-00-15110-1602U	Work in Progress	2,137,944.82
10-00-00-15110-20070	Work in progress	1,328,015.61
10-00-00-15110-2201	Work in Progress	55,977.38
10-00-00-15110-2203	Work in Progress-Proj 2203	25,395.35
10-00-00-15110-23030	Work in Progress	1,539,370.00
10-00-00-15150-00000	Buildings & Site Improvements	1,827,589.96
10-00-00-15200-00000	Wells-Shafts, Bldgs, & Equip	5,313,622.95
10-00-00-15250-00000	Boosters-Bldgs & Equip	2,629,884.62
10-00-00-15300-00000	Reservoirs	3,081,787.33
10-00-00-15350-00000	Tunnels, Forebay, & Ponds	1,587,111.19
10-00-00-15400-00000	Spreading Works-Cuamonga Wash	54,859.53
10-00-00-15410-00000	Spreading Works-SanAntonio Wsh	50,235.18
10-00-00-15450-00000	Pipelines	19,727,407.10
10-00-00-15500-00000	Autos & Equipment	693,856.43
10-00-00-15550-00000	Tools	109,906.68
10-00-00-15600-00000	Telemetry System	683,601.29
10-00-00-15650-00000	Office Equipment	510,373.67
10-00-00-15990-00000	Accumulated Depreciation	-16,405,923.36
	Total BalSubCategory 15 - Property, Plant, & Equipment:	26,203,946.99
BalSubCategory: 16 - Other Assets		
10-00-00-16100-00000	Documents & Studies	952,379.74
10-00-00-16105-2204	Work in Progress (Docs)	6,857.50

Balance Sheet

As Of 01/31/2024

Account	Name	Balance	
10-00-00-16990-00000	Accumulated Amortization	-615,467.81	
	Total BalSubCategory 16 - Other Assets:	343,769.43	
	Total Assets:	32,170,909.09	<u>32,170,909.09</u>
Liability			
BalSubCategory: 20 - Short-term less than 1 year			
10-00-00-20100-00000	Trade Accounts Payable	11,490.02	
10-00-00-20115-00000	D&O Trade Accounts Payable	18,287.50	
10-00-00-20261-00000	Section 125 - Dental	0.08	
10-00-00-20262-00000	Section 125 - Vision	0.08	
10-00-00-20263-00000	Section 125 - Medical	0.04	
10-00-00-20410-00000	State Franchise Tax Payable	9,435.00	
10-00-00-20600-00000	Water Hydrant Meter Deposit	2,550.00	
10-00-GN-20820-00000	Accrued Vacation Payable	20,404.60	
10-00-OP-20820-00000	Accrued Vacation Payable	24,818.57	
	Total BalSubCategory 20 - Short-term less than 1 year:	86,985.89	
BalSubCategory: 21 - Long-term more than 1 year			
10-00-00-20152-00000	457B Deferred Comp Liability	92,174.48	
10-00-00-21500-00000	Unclaimed Credits	262,422.89	
	Total BalSubCategory 21 - Long-term more than 1 year:	354,597.37	
	Total Liability:	441,583.26	
Equity			
BalSubCategory: 30 - Stockholder equity			
10-00-00-30200-00000	Contributed Capital - Ext. Fee	447,258.02	
10-00-00-30210-00000	Contr. Property, Plant & Equip	2,432,256.77	
10-00-00-30300-00000	Capital Account	1,500,000.00	
10-00-00-30310-00000	Unissued Capital Stock	-861,100.00	
10-00-00-30400-00000	Retained Earngs-Brd Designated	3,400,452.40	
10-00-00-30410-00000	Retained Earnings-Unrestricted	24,930,590.97	
	Total BalSubCategory 30 - Stockholder equity:	31,849,458.16	
	Total Beginning Equity:	31,849,458.16	
Total Revenue		281,965.83	
Total Expense		402,098.16	
Revenues Over/Under Expenses		-120,132.33	
	Total Equity and Current Surplus (Deficit):	31,729,325.83	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>32,170,909.09</u>

Monthly Investment Activity Summary - Compiled from Banking Statements for Correlation with Monthly Financials								
	Institution	Type of Investment	Date of Maturity	Rate of Interest	Account Balance as of 1/31/2024	Reserves		
						Operating target: \$930k-\$1.85M	Depreciation & Obsolescence target: \$1.3M-\$5.2M	
Undesignated	Citizens Business Bank (CBB)	Checking	N/A	None	\$ 1,211,721.71	\$ 1,211,721.71	Capital Investment & Depreciation	Modernization
Designated	Citizens Business Bank (CBB)	Checking	N/A	None	\$ 1,041,743.26		\$ 1,041,743.26	
	Local Agency Investment Fund	LAIF	N/A	4.012%	\$ 2,629,932.06		\$ 846,769.86	\$ 1,783,162.20
				TOTAL	\$ 4,883,397.03	\$ 1,211,721.71	\$ 1,888,513.12	\$ 1,783,162.20

2024 Production

CHINO BASIN	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Yearly Production Rights = 1232	0.22%	0.33%	0.45%	0.56%	0.68%	0.80%	-	-	-	-	-	-	-
Well #12 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #15 - Domestic	0.05	-	-	-	-	-	-	-	-	-	-	-	0.05
Well #16 - Domestic	0.19	1.43	-	-	-	-	-	-	-	-	-	-	1.62
Well #18 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	0.23	1.43	-	-	-	-	-	-	-	-	-	-	1.66
CUCAMONGA BASIN	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Yearly Production Rights = 5637 (1137 10-yr Average Spread)	2.92%	6.01%	9.11%	12.21%	15.31%	18.41%	21.51%	24.61%	27.71%	30.81%	33.91%	37.01%	-
Well #2	108.71	106.00	-	-	-	-	-	-	-	-	-	-	214.71
Well #3	0.24	-	-	-	-	-	-	-	-	-	-	-	0.24
Well #19 - inactive	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #22	4.21	1.30	-	-	-	-	-	-	-	-	-	-	5.51
Well #24	0.61	-	-	-	-	-	-	-	-	-	-	-	0.61
Well #31	0.48	-	-	-	-	-	-	-	-	-	-	-	0.48
Well #32 - Domestic	-	-	-	-	-	-	-	-	-	-	-	-	-
Upl. # 15 (SAWCo's Rts)	50.06	67.43	-	-	-	-	-	-	-	-	-	-	117.49
Subtotal	164.32	174.73	-	-	-	-	-	-	-	-	-	-	339.05
Upl. # 15 (WECWCo's Rts) Memo Only	-	-	-	-	-	-	-	-	-	-	-	-	-
SIX BASINS	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Yearly Production Rights = 932	7.58%	15.95%	24.32%	32.69%	41.06%	49.43%	57.80%	66.17%	74.54%	82.91%	91.28%	99.65%	-
Well #25-A	-	-	-	-	-	-	-	-	-	-	-	-	-
Well #26	0.19	3.22	-	-	-	-	-	-	-	-	-	-	3.41
Well #27-A	70.47	74.80	-	-	-	-	-	-	-	-	-	-	145.28
Subtotal	70.66	78.02	-	-	-	-	-	-	-	-	-	-	148.68
TOTAL PUMPED	235.22	254.18	-	-	-	-	-	-	-	-	-	-	489.39
GRAVITY FLOW	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
V screen	510.78	581.62	-	-	-	-	-	-	-	-	-	-	1,092.40
backwash from city treatment plant	0.96	0.18	-	-	-	-	-	-	-	-	-	-	1.15
San Antonio Tunnel (forebay)	200.81	226.66	-	-	-	-	-	-	-	-	-	-	427.47
Frankish & Stamm Tunnel 8" PRODUCTION	26.39	85.95	-	-	-	-	-	-	-	-	-	-	112.34
San Ant. Tunnel Connect to City	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL GRAVITY	738.94	894.41	-	-	-	-	-	-	-	-	-	-	1,633.35
Monthly													
San Antonio Tunnel	200.81	226.66	-	-	-	-	-	-	-	-	-	-	427.47
V Screen, Frankish & Stamm Tunnel and TP Backwash	538.13	667.75	-	-	-	-	-	-	-	-	-	-	1,205.88
Gravity Production	738.94	894.41	-	-	-	-	-	-	-	-	-	-	1,633.35
Cumulative													
San Antonio Tunnel	200.81	427.47	-	-	-	-	-	-	-	-	-	-	427.47
V Screen, Frankish & Stamm Tunnel and TP Backwash	538.13	1,205.88	-	-	-	-	-	-	-	-	-	-	1,205.88
Gravity Production	738.94	1,633.35	-	-	-	-	-	-	-	-	-	-	1,633.35
Purchased Water - Upl. City to Dom. Sys.	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Production	974.16	1,148.59	-	-	-	-	-	-	-	-	-	-	2,122.74
Total Cumulative Production	974.16	2,122.74	-	-	-	-	-	-	-	-	-	-	
Domestic Production	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Domestic Production	201.05	228.09	-	-	-	-	-	-	-	-	-	-	429.13
Irrigation Production	773.11	920.50	-	-	-	-	-	-	-	-	-	-	1,693.61
RainFall (Inches)	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	
RainFall (Inches)	-	-	-	-	-	-	-	-	-	-	-	-	-
Cumulative (Inches)	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	
Cumulative (Inches)	-	-	-	-	-	-	-	-	-	-	-	-	-

2024 Consumption

DOMESTIC	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Dom. Sys. - Base	45.61	23.31	-	-	-	-	-	-	-	-	-	-	68.92
Dom. Sys. - Supplemental	6.60	12.14	-	-	-	-	-	-	-	-	-	-	18.74
Dom Sys - Tier 3	4.02	15.88	-	-	-	-	-	-	-	-	-	-	19.90
Dom. Sys. - Del. to Upland(24th/Campus)	39.88	36.96	-	-	-	-	-	-	-	-	-	-	76.84
Dom. Sys. -Del. To Upland (Well 16/15)	-	-	-	-	-	-	-	-	-	-	-	-	-
Dom. Sys. - Del. to Upland(24th/Mtn)-installed 4/2/19	0.11	0.01	-	-	-	-	-	-	-	-	-	-	0.12
Tunnel meter to the Upland	-	-	-	-	-	-	-	-	-	-	-	-	-
Discharge to waste	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	96.22	88.30	-	-	-	-	-	-	-	-	-	-	184.52

Truck Loads - note only crosswall projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Well 32 Hydrant Mtr. - note only(started 8/6/18)Crosswalls	0.02	0.02	-	-	-	-	-	-	-	-	-	-	0.04

Irr. Note only Del. to MVWD(wheeled through Upland)	38.39	-	-	-	-	-	-	-	-	-	-	-	38.39
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IRRIGATION	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Irrig. Sys.-Upland(Pump & Rec'd) (City W#15)	50.06	67.43	-	-	-	-	-	-	-	-	-	-	117.49
Irrig. Sys. - Upl. City - Tier 1	435.80	175.31	-	-	-	-	-	-	-	-	-	-	611.11
Irrig. Sys. - Upl. City - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Monte Vista - Tier 1	38.10	37.20	-	-	-	-	-	-	-	-	-	-	75.30
Irrig. Sys. - Monte Vista - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Ont. City - Tier 1	33.80	33.00	-	-	-	-	-	-	-	-	-	-	66.80
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	6.22	-	-	-	-	-	-	-	-	-	-	20.74
Irrig. Sys. - Holiday Rock Co - Tier 2	0.12	-	-	-	-	-	-	-	-	-	-	-	0.12
Irrig. Sys. - Holiday Rock Co - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hill Golf Course - Tier 1	4.03	1.24	-	-	-	-	-	-	-	-	-	-	5.27
Irrig. Sys. - Red Hill Golf Course - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hill Golf Course - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 1	0.03	0.03	-	-	-	-	-	-	-	-	-	-	0.06
Irrig. Sys. - Red Hills HOA - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Red Hills HOA - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Minor Irrigators - Tier 1	1.04	0.11	-	-	-	-	-	-	-	-	-	-	1.15
Irrig. Sys. - Minor Irrigators - Tier 2	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrig. Sys. - Minor irrigators - Tier 3	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	577.50	320.54	-	-	-	-	-	-	-	-	-	-	898.04

COMPANY TOTALS	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
San Antonio Heights	56.23	51.33	-	-	-	-	-	-	-	-	-	-	107.56
City of Upland	525.85	279.72	-	-	-	-	-	-	-	-	-	-	805.56
Monte Vista Water District	38.10	37.20	-	-	-	-	-	-	-	-	-	-	75.30
City of Ontario	33.80	33.00	-	-	-	-	-	-	-	-	-	-	66.80
Cucamonga Valley Water District	-	-	-	-	-	-	-	-	-	-	-	-	-
Holiday Rock Company	14.64	6.22	-	-	-	-	-	-	-	-	-	-	20.86
Red Hills Golf Course	4.03	1.24	-	-	-	-	-	-	-	-	-	-	5.27
Red Hill HOA	0.03	0.03	-	-	-	-	-	-	-	-	-	-	0.06
Minor Irrigators	1.04	0.11	-	-	-	-	-	-	-	-	-	-	1.15
TOTAL	673.72	408.84	-	-	-	-	-	-	-	-	-	-	1,082.56

IRRIGATORS	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Irrigator Emberton	0.12	0.09	-	-	-	-	-	-	-	-	-	-	0.21
Irrigator McMurray - now Dicarolo 7/23	0.00	-	-	-	-	-	-	-	-	-	-	-	0.00
Irrigator Mistretta	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigator Nisbit	-	-	-	-	-	-	-	-	-	-	-	-	-
Irrigator Scheu	0.79	-	-	-	-	-	-	-	-	-	-	-	0.79
Irrigator Pfister	0.73	0.01	-	-	-	-	-	-	-	-	-	-	0.74

2024 Spread and Storage

Cucamonga Basin	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
23rd St. (Meter) - Basin 6 - A	0.08	65.79	-	-	-	-	-	-	-	-	-	-	65.87
15th Street Basin	-	-	-	-	-	-	-	-	-	-	-	-	-
Basin 3 meter (23rd street Clock)	156.69	178.49	-	-	-	-	-	-	-	-	-	-	335.18
Frankish & Stamm Tunnel to Basin 3	26.39	85.95	-	-	-	-	-	-	-	-	-	-	112.34
Vscreen via Frankish & Stamm Meter to Basin 3	47.08	68.23	-	-	-	-	-	-	-	-	-	-	115.31
PRV Station (res 1)(basin 6)	2.61	-	-	-	-	-	-	-	-	-	-	-	2.61
Monthly Spread	232.85	398.46	-	-	-	-	-	-	-	-	-	-	631.31
Cumulative Spread	232.85	631.31	-	-	-	-	-	-	-	-	-	-	

Six Basins

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Monthly Spread	61.44	324.45	-	-	-	-	-	-	-	-	-	-	385.89
Cumulative Spread	61.44	385.89	-	-	-	-	-	-	-	-	-	-	

Note: City of Upland Well Exercising may contribute to spread

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Previous Storage	2,247.00	2,315.44	2,639.89	2,639.89	2,639.89	2,639.89	2,639.89	2,639.89	2,639.89	2,639.89	2,639.89	2,639.89	-
Spread	61.44	324.45	-	-	-	-	-	-	-	-	-	-	-
Unused Monthly OSY	7.00	-	-	-	-	-	-	-	-	-	-	-	-
Current Storage Estimate	2,315	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	-

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

932 yearly OSY = 77.67 monthly OSY

Chino Basin

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Monthly Spread	-	-	-	-	-	-	-	-	-	-	-	-	-
Cumulative Spread	-	-	-	-	-	-	-	-	-	-	-	-	-

Local Supplemental Account (Spreading)*	3,923.25	3,923.25	-	-	-	-	-	-	-	-	-	-	-
Carry Over Account	1,232.00	1,232.00	-	-	-	-	-	-	-	-	-	-	-
Excess Carry Over Account*	2,104.00	2,206.43	-	-	-	-	-	-	-	-	-	-	-
Preemptive Replenishment Account	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Storage	7,259.25	7,361.68	-	-	-	-	-	-	-	-	-	-	-
Spread	-	-	-	-	-	-	-	-	-	-	-	-	-
Unused Monthly OSY	102.43	101.24	-	-	-	-	-	-	-	-	-	-	-
Current Storage Estimate*	7,362	7,463	-	-	-	-	-	-	-	-	-	-	-

1,232 yearly OSY = 102.67 monthly OSY

* Does not include yearly storage losses calc of 0.07%

Company Wide

Monthly Spread	294.30	722.91	-	-	-	-	-	-	-	-	-	-	1,017.20
Cumulative Spread	294.30	1,017.20	-	-	-	-	-	-	-	-	-	-	
Total Current Storage Estimate	9,677	10,103	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	2,640	-

Meter to spread ponds (NOTE ONLY)	0.18	-	-	-	-	-	-	-	-	-	-	-	0.18
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2024 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 = 5637 (4,500AF + 1137AF 10-yr Average Spread)

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Production	164.32	174.73	-	-	-	-	-	-	-	-	-	-	
Cumulative Production	164.32	339.05	-	-	-	-	-	-	-	-	-	-	339.05
Cumulative Production Rights	469.72	939.45	-	-	-	-	-	-	-	-	-	-	5,637
% of Production Rights*	2.92%	6.01%	9.11%	12.21%	15.31%	18.41%	21.51%	24.61%	27.71%	30.81%	33.91%	37.01%	6.0%

Six Basins Production

Yearly Production Rights = 932AF

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Production	70.66	78.02	-	-	-	-	-	-	-	-	-	-	
Cumulative Production	70.66	148.68	-	-	-	-	-	-	-	-	-	-	148.68
Cumulative Production Rights	77.68	155.35	-	-	-	-	-	-	-	-	-	-	932
% of Production Rights*	7.58%	15.95%	24.32%	32.69%	41.06%	49.43%	57.80%	66.17%	74.54%	82.91%	91.28%	99.65%	16.0%

Chino Basin Production

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

Yearly Production Rights = 1232AF

	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Production		0.23	1.43	-	-	-	-	-	-	-	-	-	-	1.66
Cumulative Production for 2023	2.43	0.23	1.66	-	-	-	-	-	-	-	-	-	-	
Water Year 23-24														
Cumulative Production	2.43	2.66	4.09	-	-	-	-							4.09
Cumulative Rights	616.00	718.67	821.33	924.00	1,026.67	1,129.33	1,232.00							1,232.00
% of Production Rights 22-23*		0.22%	0.33%	0.45%	0.56%	0.68%	0.80%							
Water Year 24-25														
Cumulative Production														-
Cumulative Rights														102.67
% of Production Rights 22-23*														-

* - 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
Water Year 19-20													
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
% of Production Rights 19-20	5.10%	53.68%	73.71%	85.51%	91.62%	76.35%	65.47%	57.32%	50.95%	45.89%	43.06%	49.87%	

2024 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-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	673.72	408.84	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	673.72	1,082.56	-	-	-	-	-	-	-	-	-	-	1,082.56
<i>Cumulative Entitlement (straight line)</i>	1,048.70	2,097.40	-	-	-	-	-	-	-	-	-	-	12,584
% of Entitlement*	5.35%	8.60%	11.85%	15.10%	18.35%	21.60%	24.85%	28.10%	31.34%	34.59%	37.84%	41.09%	8.6%

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

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	673.72	408.84	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	673.72	1,082.56	-	-	-	-	-	-	-	-	-	-	1,082.56
<i>Cumulative Entitlement (straight line)</i>	1,083.33	2,166.67	-	-	-	-	-	-	-	-	-	-	13,000
% of Entitlement*	5.18%	8.33%	11.47%	14.62%	17.76%	20.91%	24.05%	27.20%	30.34%	33.49%	36.63%	39.78%	8.3%

Production versus Consumption, Company Wide

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Production	974.16	1,148.59	-	-	-	-	-	-	-	-	-	-	2,122.74
Consumption	673.72	408.84	-	-	-	-	-	-	-	-	-	-	1,082.56
Spread	294.30	722.91	-	-	-	-	-	-	-	-	-	-	1,017.20
Total Consumption	968.01	1,131.75	-	-	-	-	-	-	-	-	-	-	2,099.76
Difference	6.14	16.84	-	-	-	-	-	-	-	-	-	-	22.98
% of Production	0.6%	1.5%	0.0%	0.0%	0.0%	0.0%	0.00%	0.0%	0.0%	0.0%	0.0%	0.0%	1.1%

Production versus Consumption, Domestic System

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Production	201.05	228.09	-	-	-	-	-	-	-	-	-	-	429.13
Consumption	96.22	88.30	-	-	-	-	-	-	-	-	-	-	184.52
Monthly Difference	104.83	139.79	-	-	-	-	-	-	-	-	-	-	244.61
% difference	108.95%	158.30%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	132.6%

Production versus Consumption, Irrigation System

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Production	773.11	920.50	-	-	-	-	-	-	-	-	-	-	1,693.61
Addition from Domestic	104.83	139.79	-	-	-	-	-	-	-	-	-	-	244.61
Total Production	877.94	1,060.28	-	-	-	-	-	-	-	-	-	-	1,938.22
Consumption	871.80	1,043.45	-	-	-	-	-	-	-	-	-	-	1,915.24
Monthly Difference	6.14	16.84	-	-	-	-	-	-	-	-	-	-	22.98
% difference	0.70%	1.61%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	1.2%

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

2024 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-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	673.72	408.84	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	673.72	1,082.56	-	-	-	-	-	-	-	-	-	-	1,082.56
Cumulative Entitlement	984.72	1,969.45	-	-	-	-	-	-	-	-	-	-	12,584.40
% of Yearly Entitlement*	5.35%	8.60%	11.85%	15.10%	18.35%	21.60%	24.85%	28.10%	31.34%	34.59%	37.84%	41.09%	8.60%

Shares	6,185
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COMPANY TOTALS

All Shares

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	673.72	408.84	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	673.72	1,082.56	-	-	-	-	-	-	-	-	-	-	1,082.56
Cumulative Entitlement	1,083.33	2,166.67	-	-	-	-	-	-	-	-	-	-	13,000.00
% of Yearly Entitlement*	5.18%	8.33%	11.47%	14.62%	17.76%	20.91%	24.05%	27.20%	30.34%	33.49%	36.63%	39.78%	8.33%

Shares	6,389
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San Antonio Heights

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	56.23	51.33	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	56.23	107.56	-	-	-	-	-	-	-	-	-	-	107.56
Cumulative Entitlement	70.95	141.89	-	-	-	-	-	-	-	-	-	-	1,314.45
% of Yearly Entitlement*	4.28%	8.18%	12.09%	15.99%	19.90%	23.80%	27.71%	31.61%	35.52%	39.42%	43.33%	47.23%	8.18%

Shares	646
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City of Upland

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	525.85	279.72	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	525.85	805.56	-	-	-	-	-	-	-	-	-	-	805.56
Cumulative Entitlement	764.98	1,529.96	-	-	-	-	-	-	-	-	-	-	9,179.76
% of Yearly Entitlement*	5.73%	8.78%	11.82%	14.87%	17.92%	20.96%	24.01%	27.06%	30.11%	33.15%	36.20%	39.25%	8.78%

Shares	4,511.50
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Monte Vista Water District

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	38.10	37.20	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	38.10	75.30	-	-	-	-	-	-	-	-	-	-	75.30
Cumulative Entitlement	56.42	112.84	-	-	-	-	-	-	-	-	-	-	677.06
% of Yearly Entitlement*	5.63%	11.12%	16.62%	22.11%	27.60%	33.10%	38.59%	44.09%	49.58%	55.08%	60.57%	66.06%	11.12%

Shares	333
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City of Ontario

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR
Consumption	33.80	33.00	-	-	-	-	-	-	-	-	-	-	
Cumulative Consumption	33.80	66.80	-	-	-	-	-	-	-	-	-	-	66.80
Cumulative Entitlement	50.06	100.13	-	-	-	-	-	-	-	-	-	-	600.76
% of Yearly Entitlement*	5.63%	11.12%	16.61%	22.11%	27.60%	33.09%	38.58%	44.08%	49.57%	55.06%	60.56%	66.05%	11.12%

Shares	295
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* - Out months are Exponential Smoothing (ETS) forecasts based on consumption to date

2024 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%

Cucamonga Valley Water District

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR	Shares	4
Consumption	-	-	-	-	-	-	-	-	-	-	-	-			
Cumulative Consumption	-	-	-	-	-	-	-	-	-	-	-	-	-		
Cumulative Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	8.14		
% of Yearly Entitlement*															

Holiday Rock Company

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR	Shares	132
Consumption	14.64	6.22	-	-	-	-	-	-	-	-	-	-			
Cumulative Consumption	14.64	20.86	-	-	-	-	-	-	-	-	-	-	20.86		
Cumulative Entitlement	14.52	29.05	-	-	-	-	-	-	-	-	-	-	269.10		
% of Yearly Entitlement*	5.44%	7.75%	10.06%	12.37%	14.68%	16.99%	19.30%	21.61%	23.92%	26.23%	28.54%	30.85%	7.75%		

Red Hills Golf Course

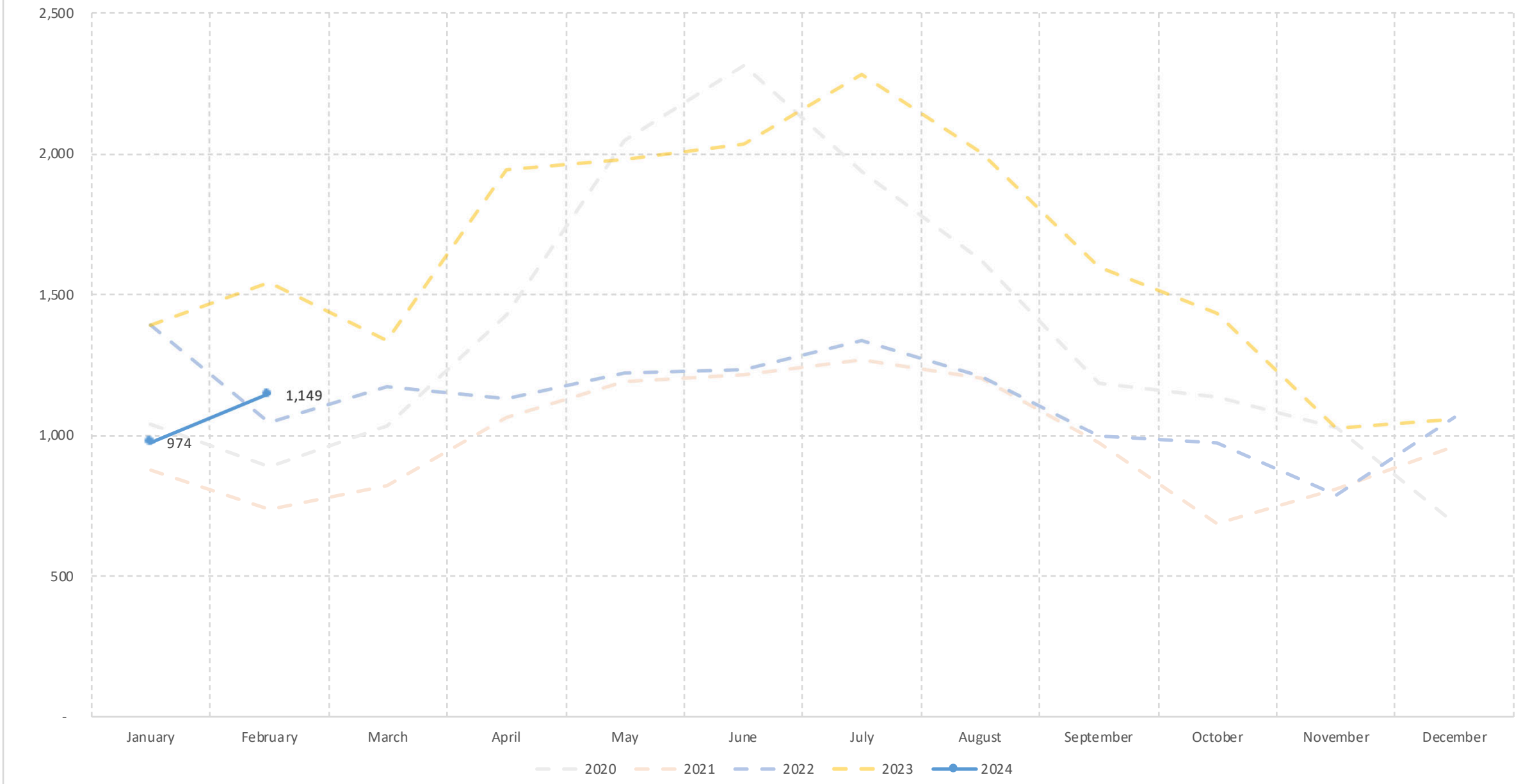
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR	Shares	198
Consumption	4.03	1.24	-	-	-	-	-	-	-	-	-	-			
Cumulative Consumption	4.03	5.27	-	-	-	-	-	-	-	-	-	-	5.27		
Cumulative Entitlement	21.72	43.44	-	-	-	-	-	-	-	-	-	-	402.37		
% of Yearly Entitlement*	1.00%	1.31%	1.62%	1.93%	2.24%	2.54%	2.85%	3.16%	3.47%	3.78%	4.08%	4.39%	1.31%		

Minor Irrigators

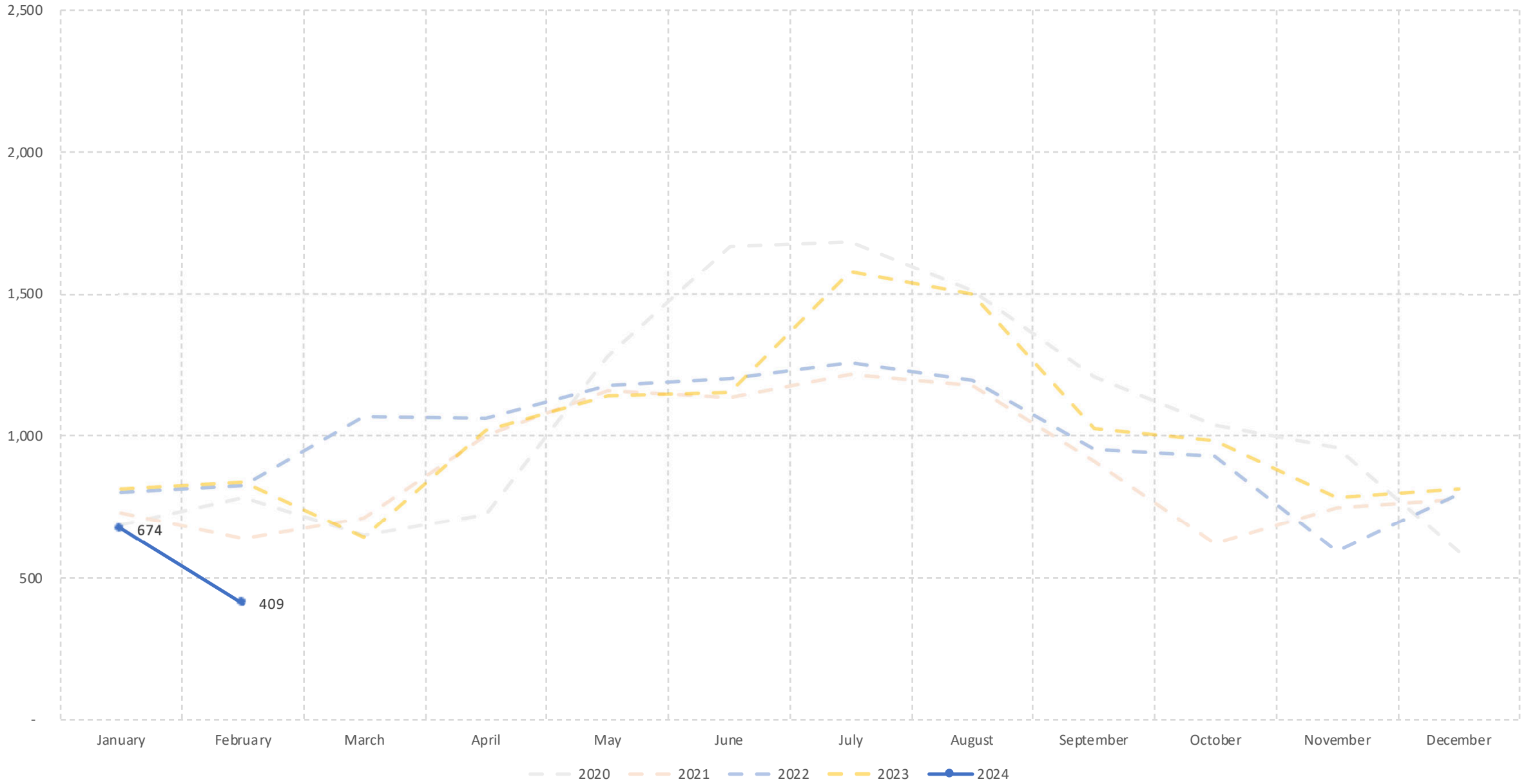
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	THIS YEAR	Shares	55
Consumption	1.04	0.11	-	-	-	-	-	-	-	-	-	-			
Cumulative Consumption	1.04	1.15	-	-	-	-	-	-	-	-	-	-	1.15		
Cumulative Entitlement	6.07	12.14	-	-	-	-	-	-	-	-	-	-	112.42		
% of Yearly Entitlement*	0.92%	1.02%	1.12%	1.21%	1.31%	1.40%	1.50%	1.60%	1.69%	1.79%	1.88%	1.98%	1.02%		

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

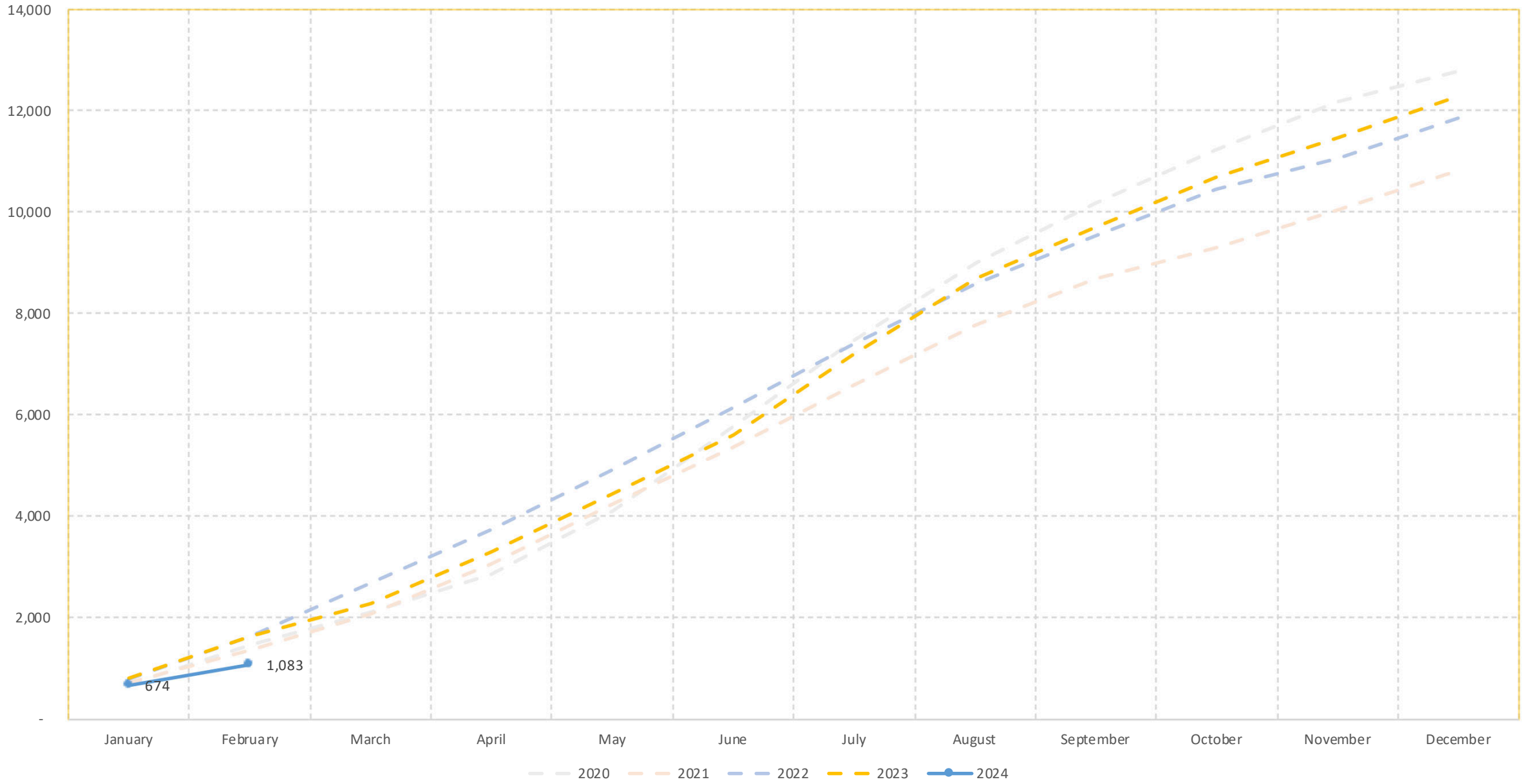
5 Year Production (AF)



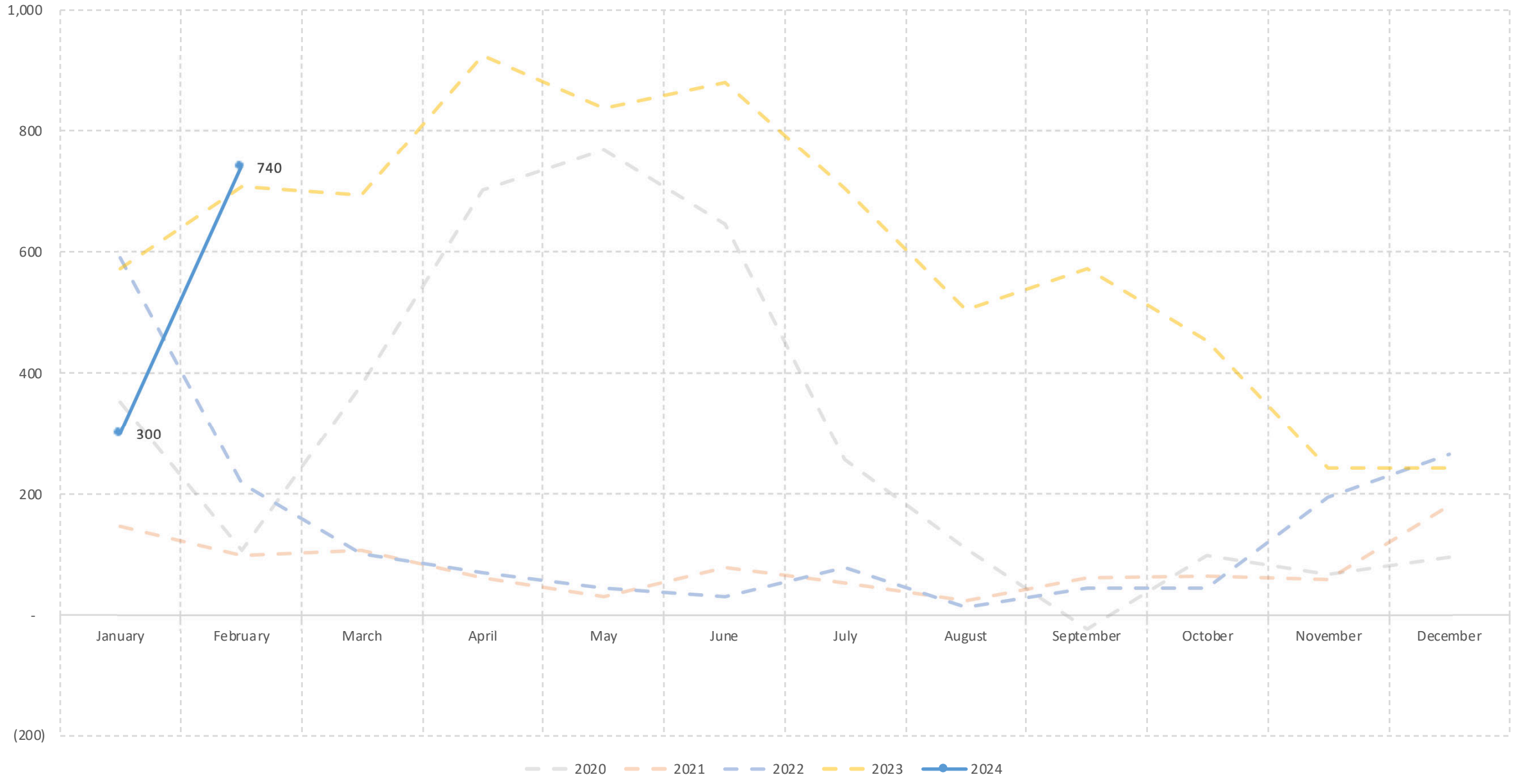
5 Year Consumption (AF)



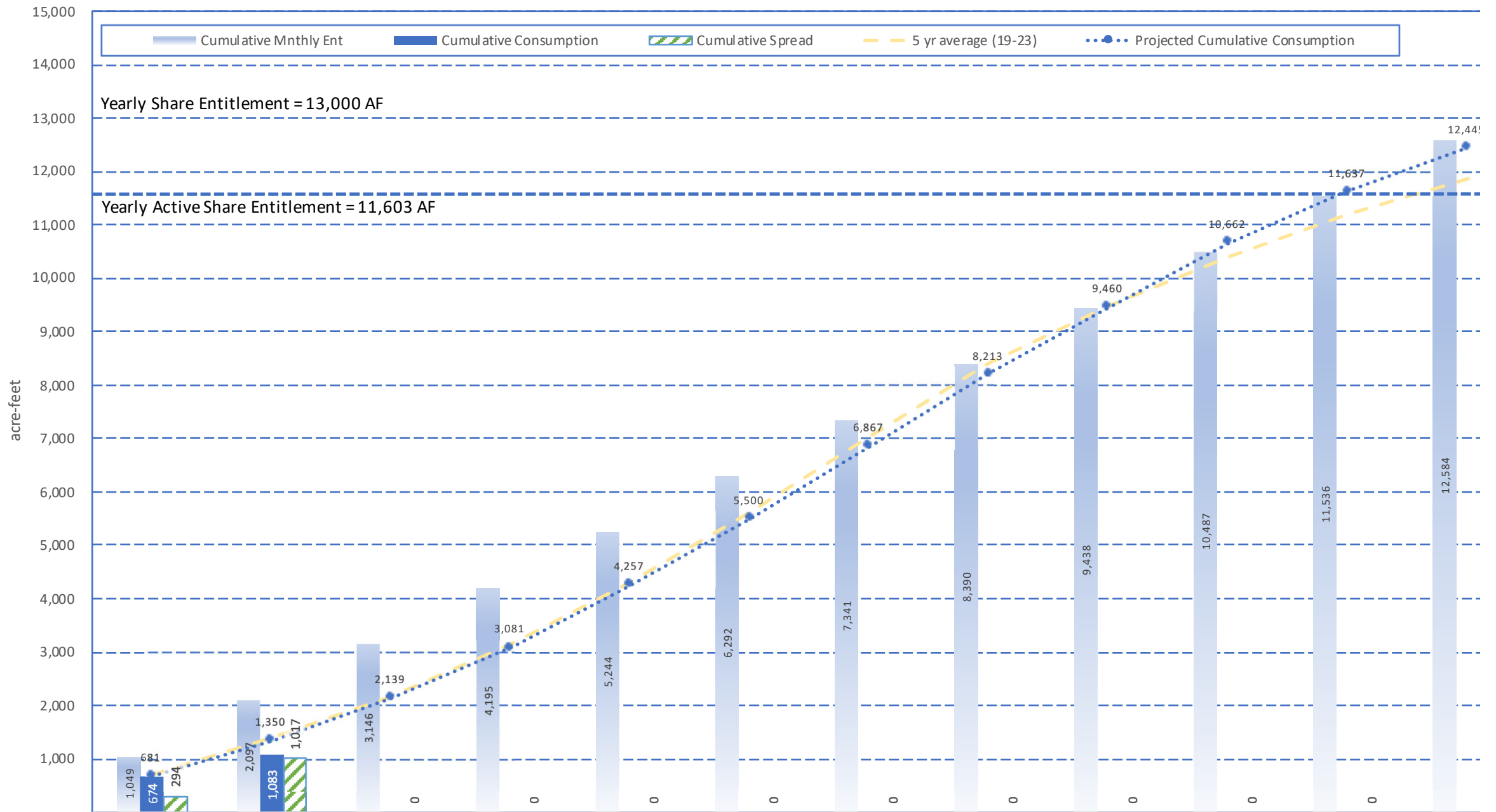
Cumulative Consumption (AF)



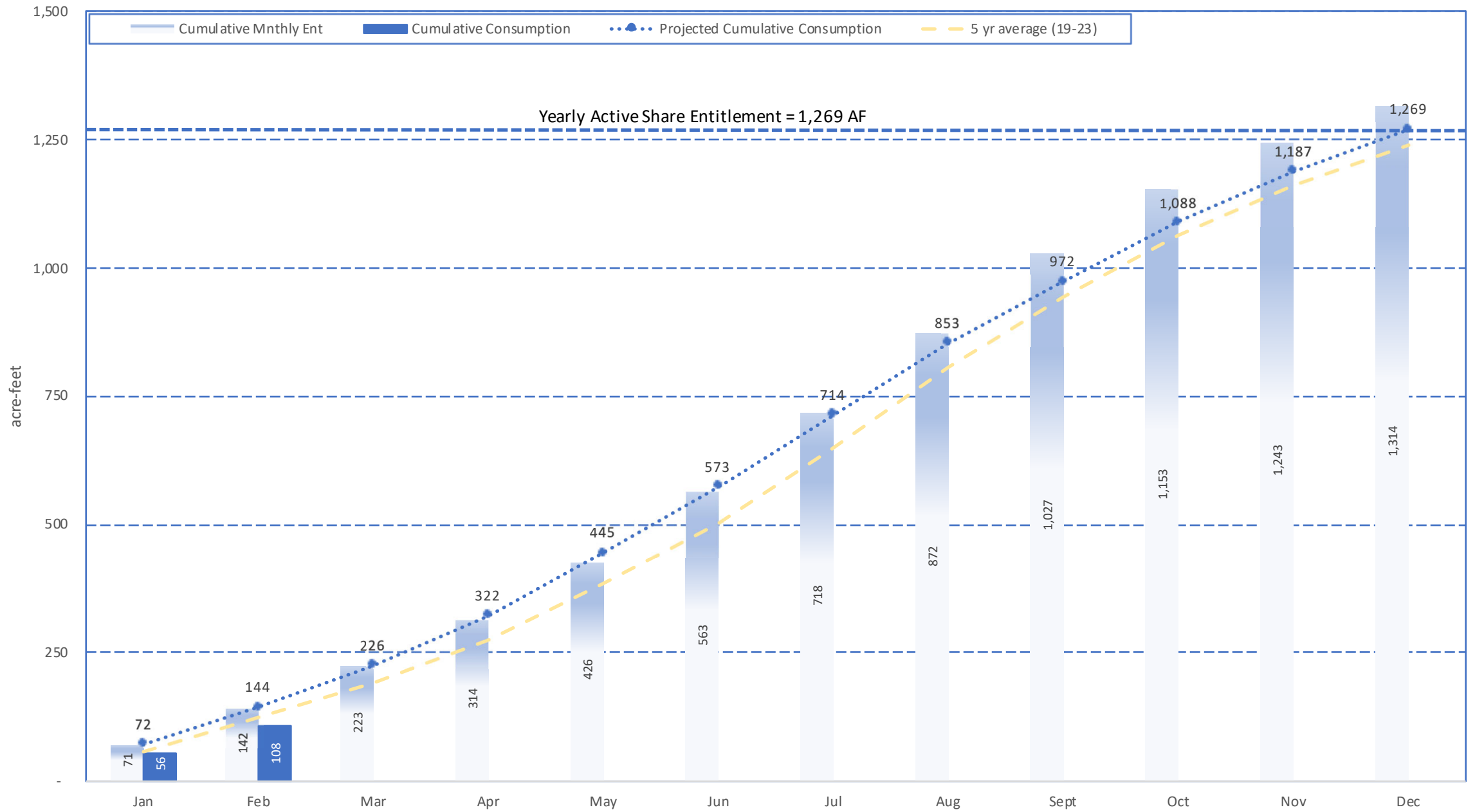
Production minus Consumption (AF)



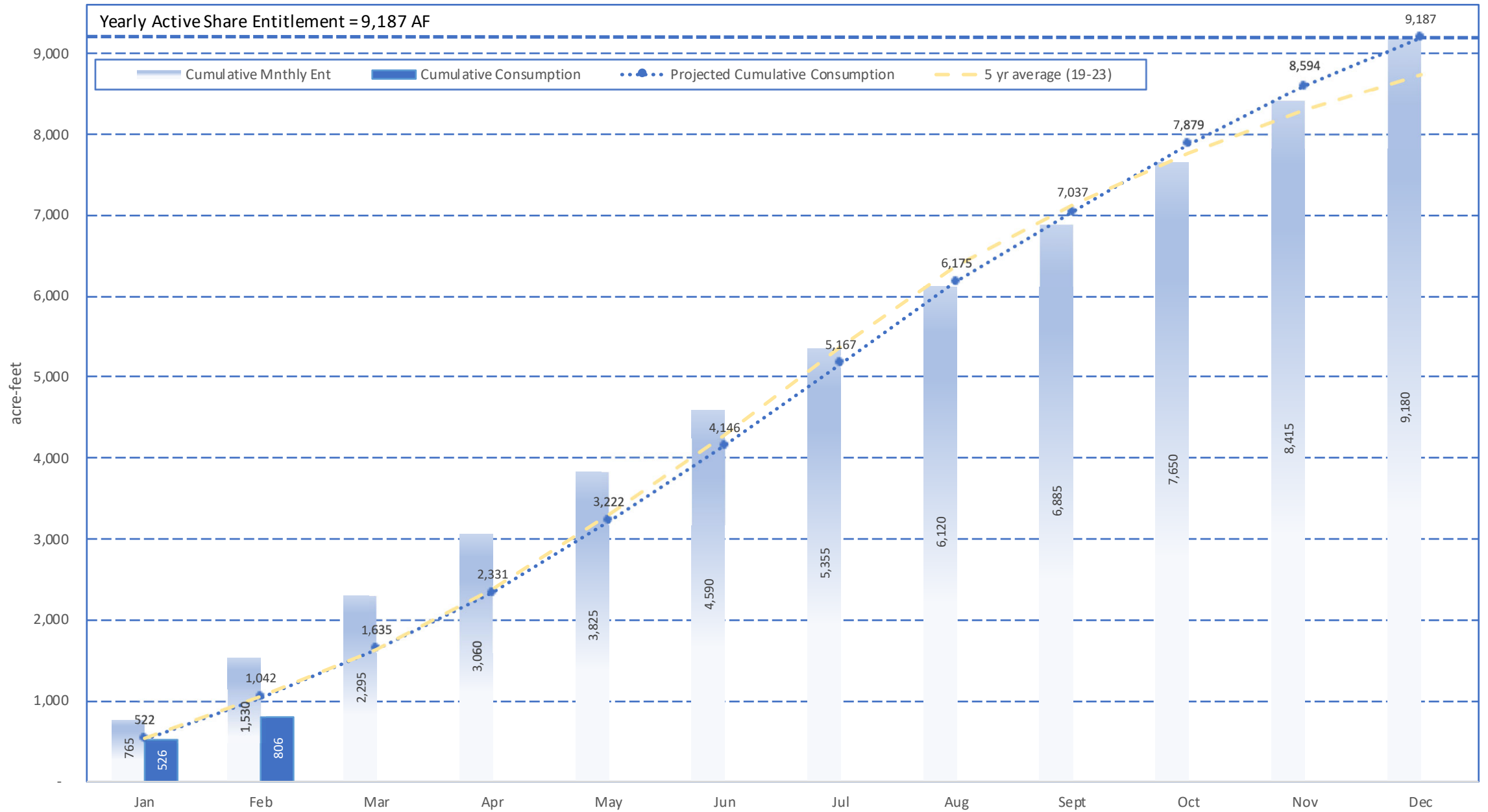
2024 Consumption Chart



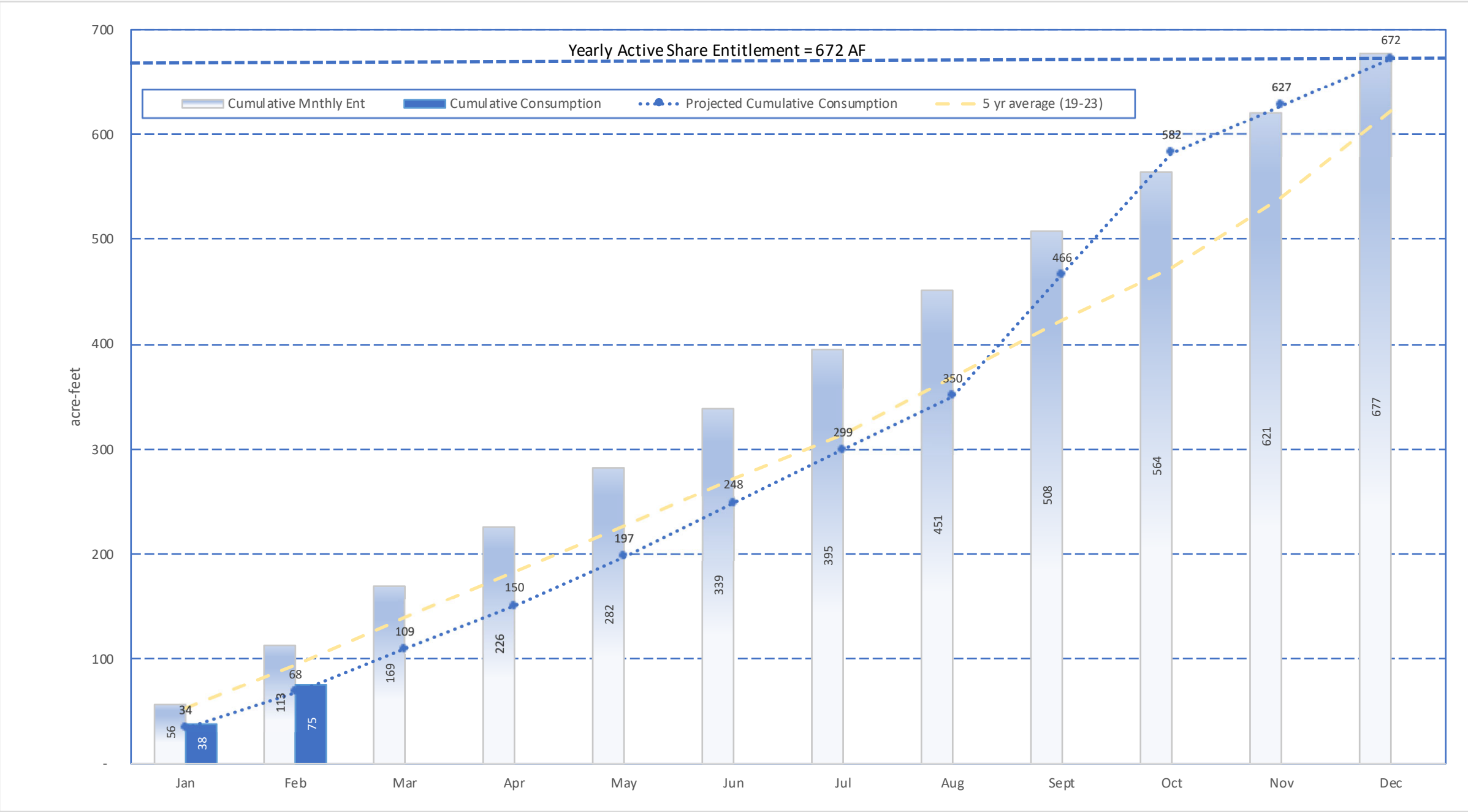
2024 Domestic Consumption



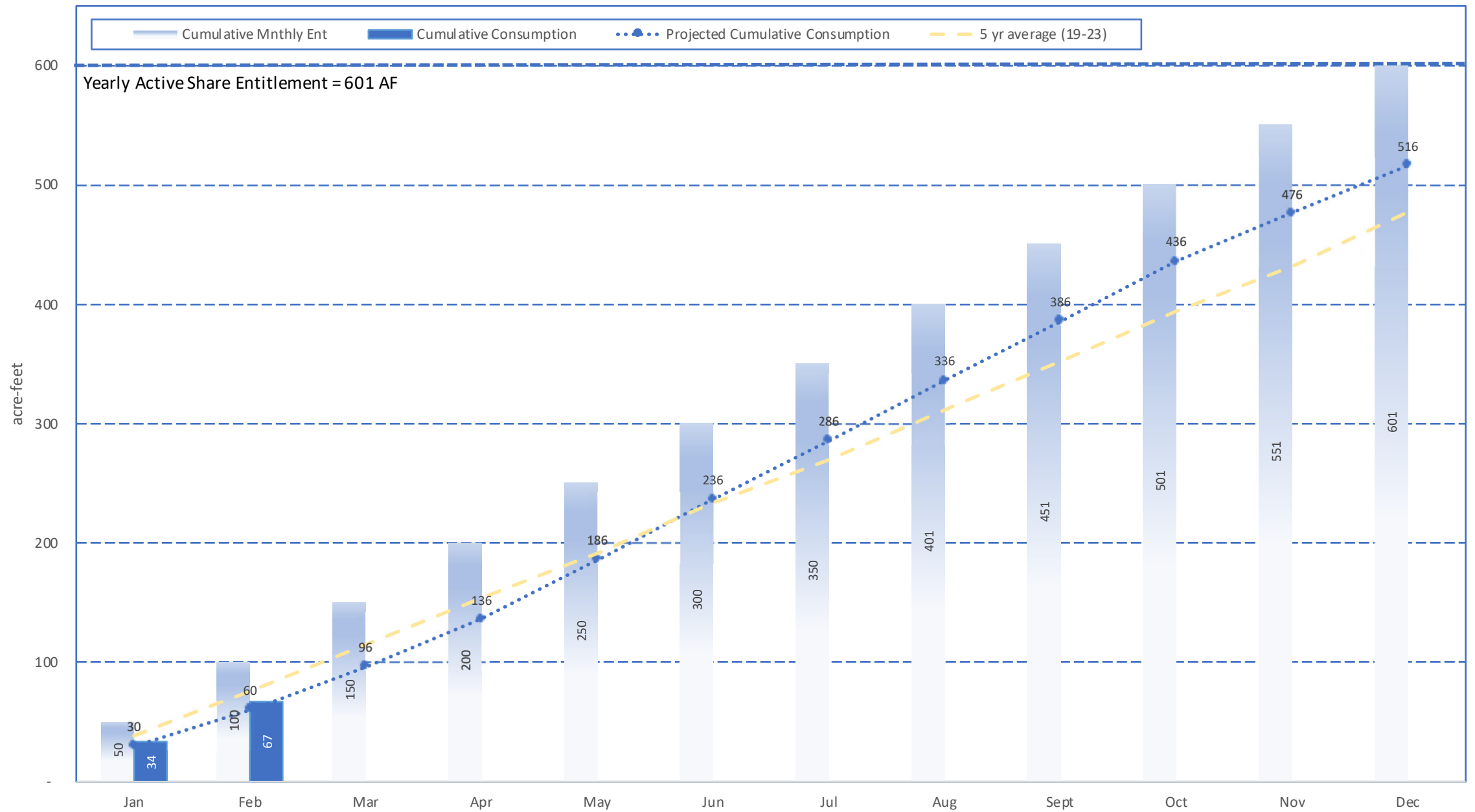
2024 Upland Consumption



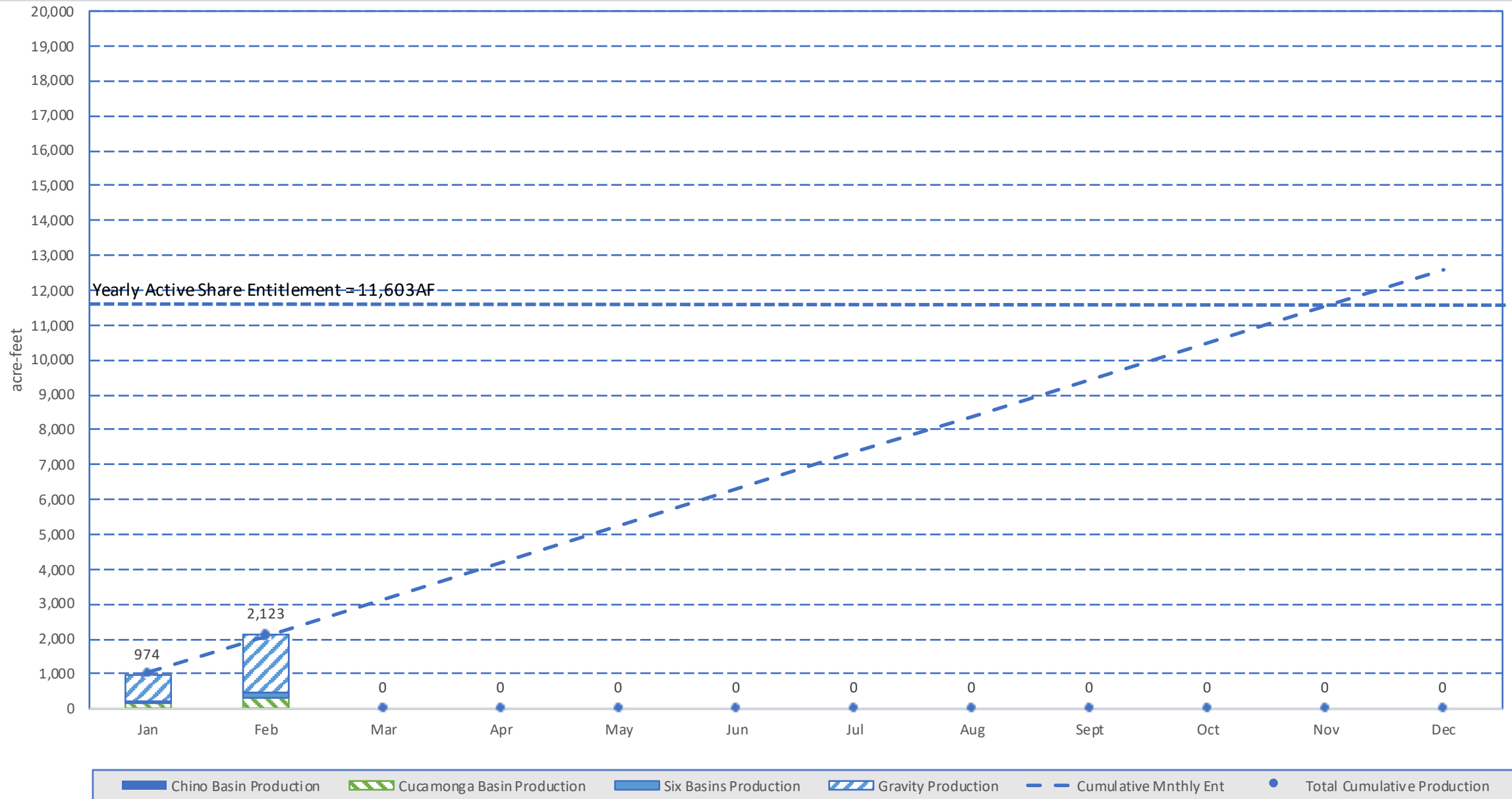
2024 Monte Vista Consumption



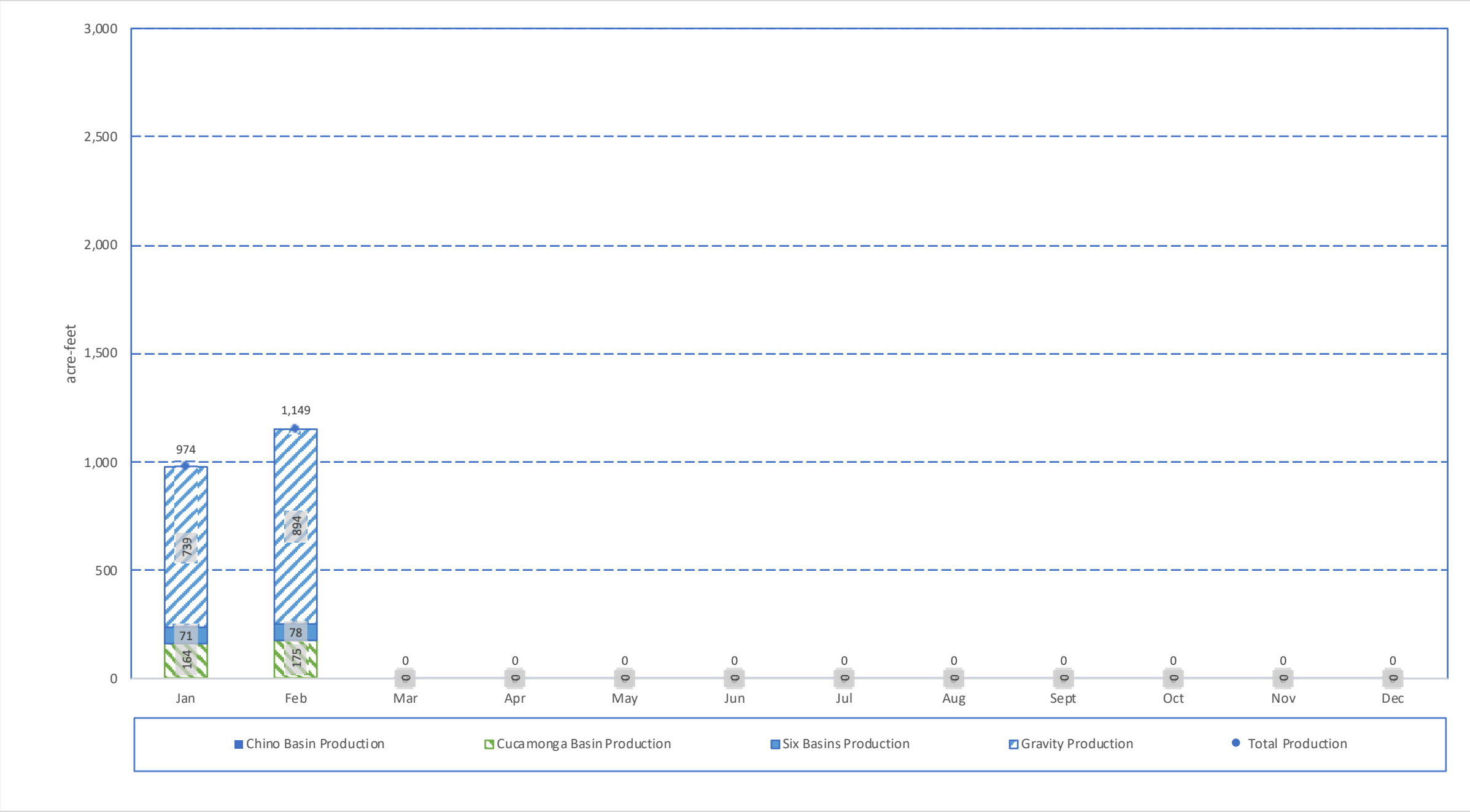
2024 Ontario Consumption



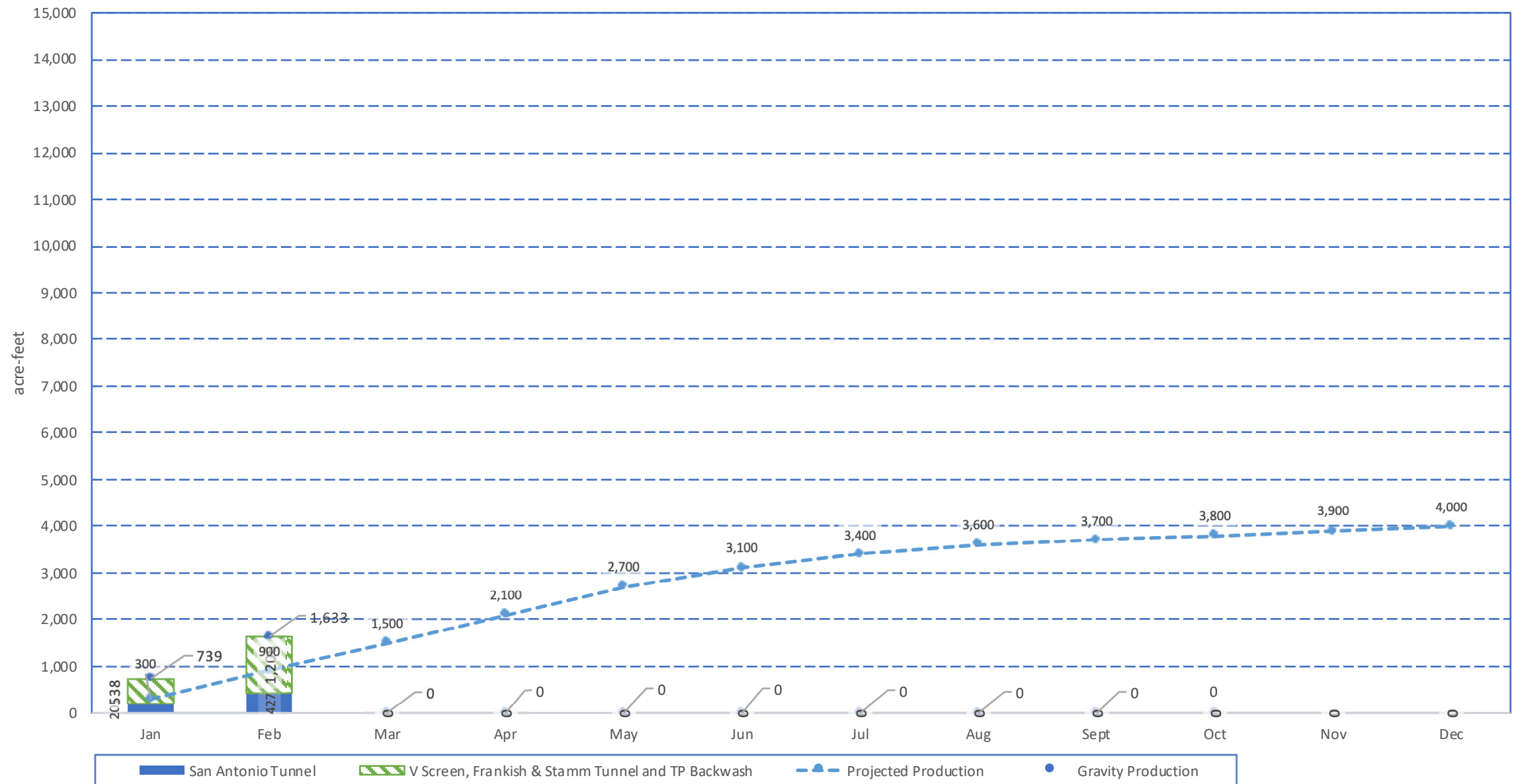
2024 Total Yearly Production



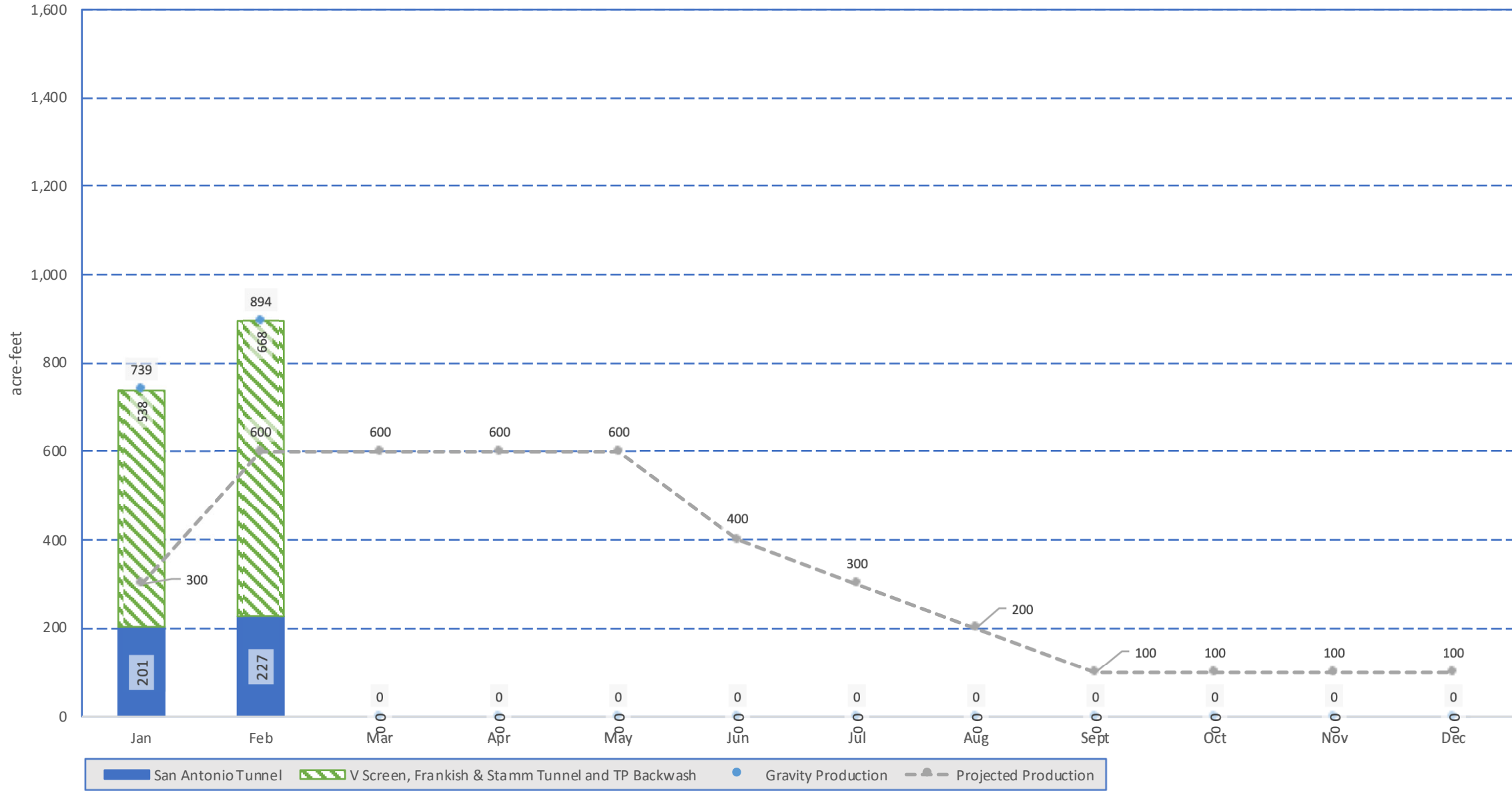
2024 Monthly Production



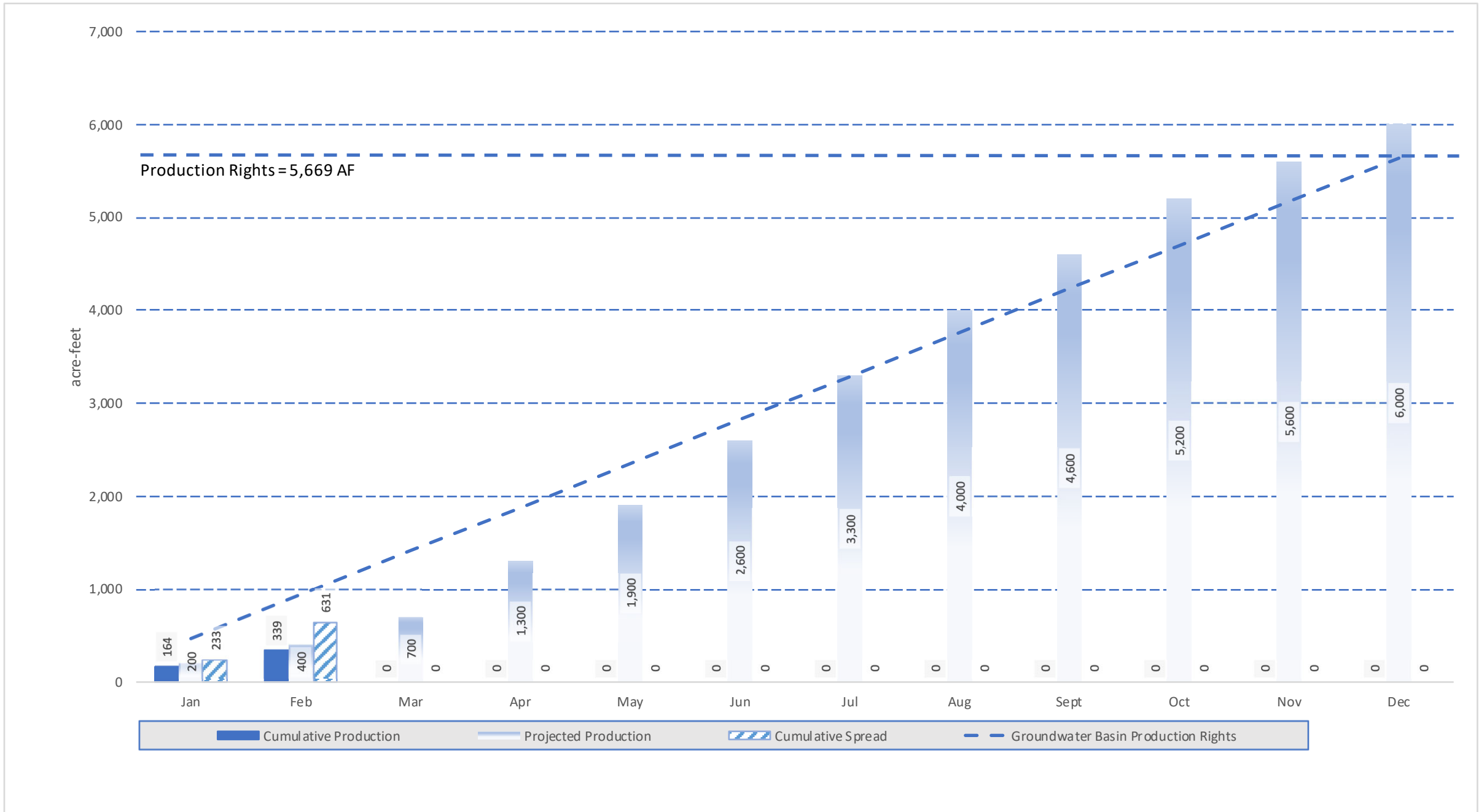
2024 Gravity Cumulative



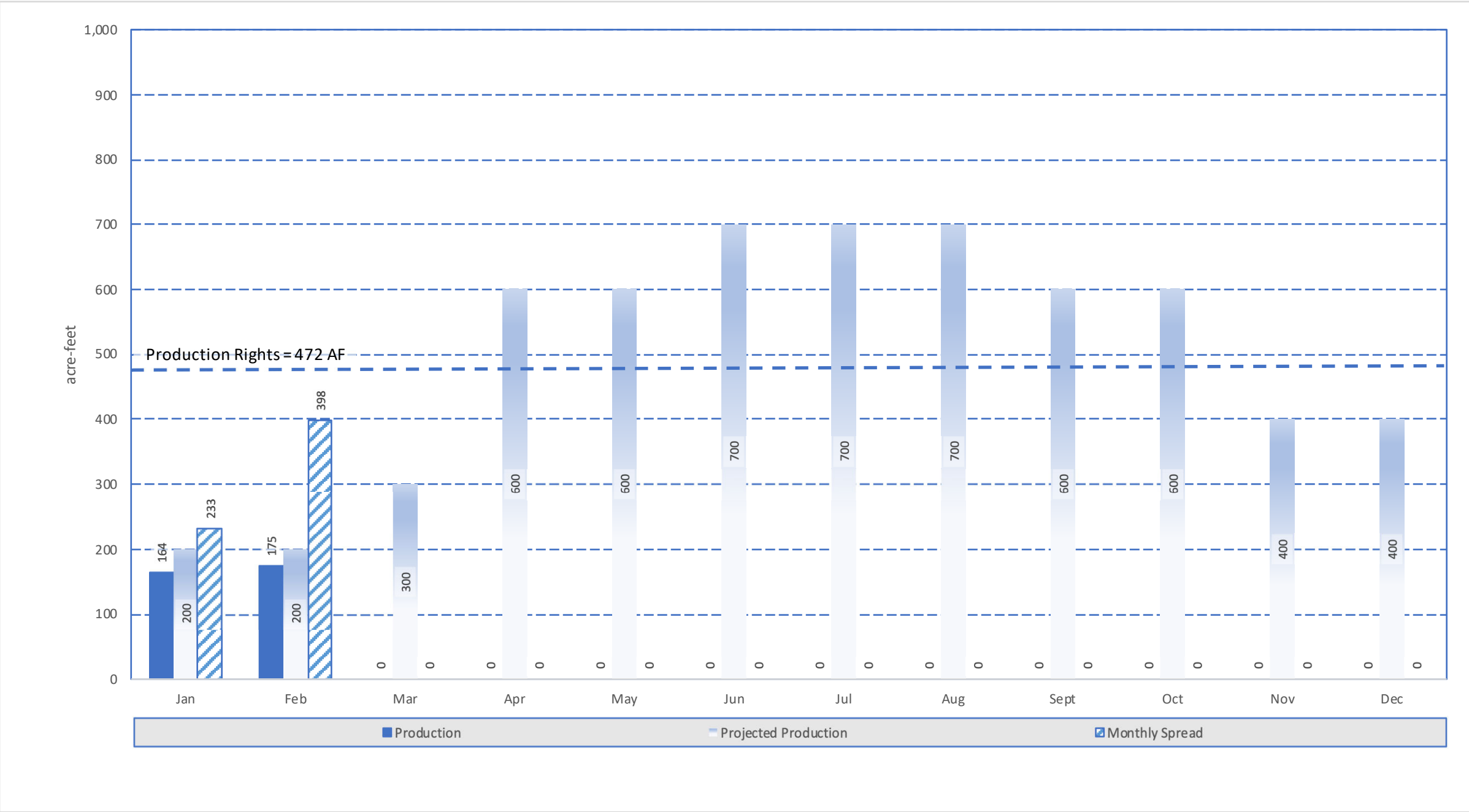
2024 Gravity Monthly



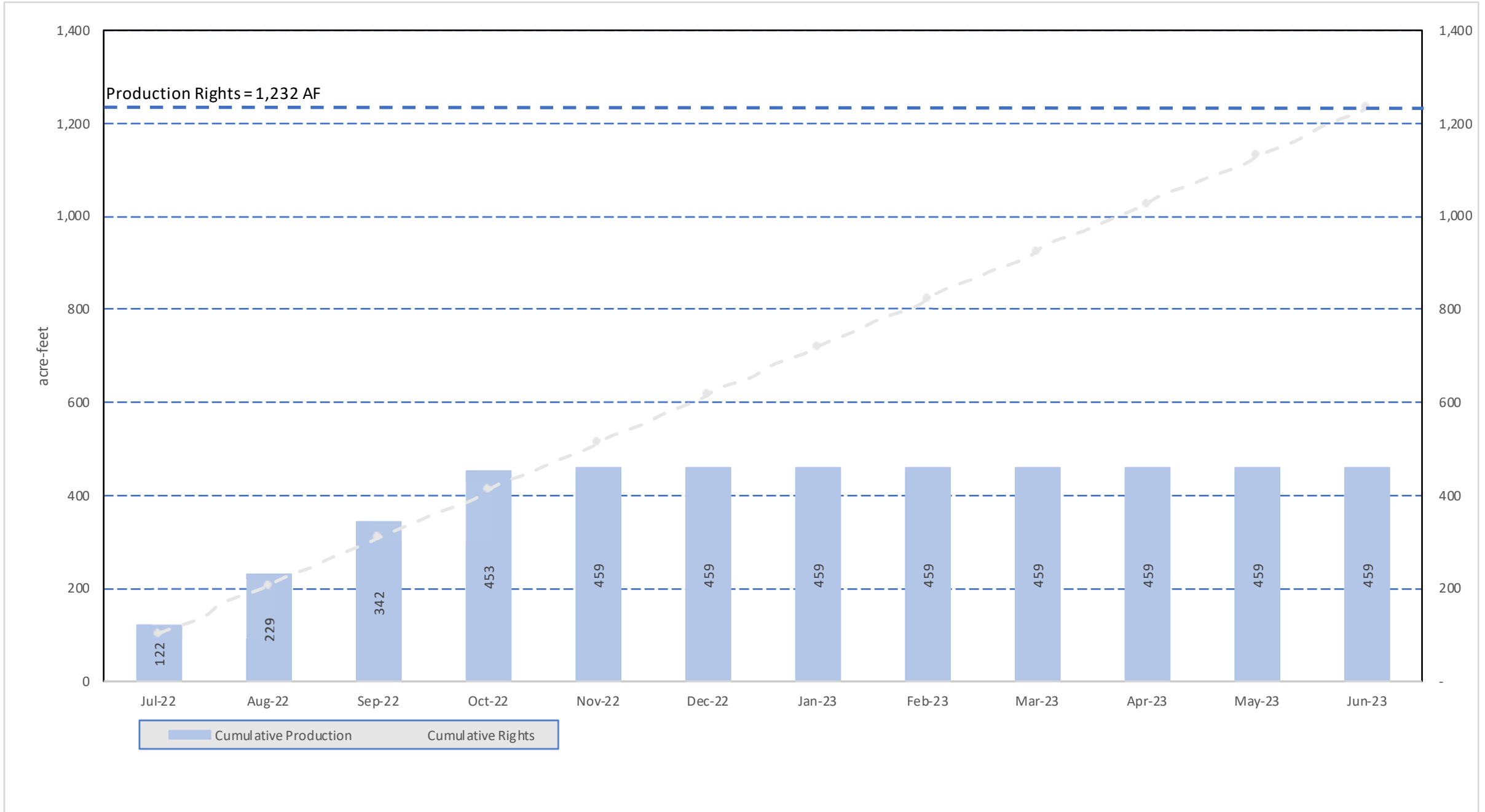
2024 Cucamonga Basin Cumulative



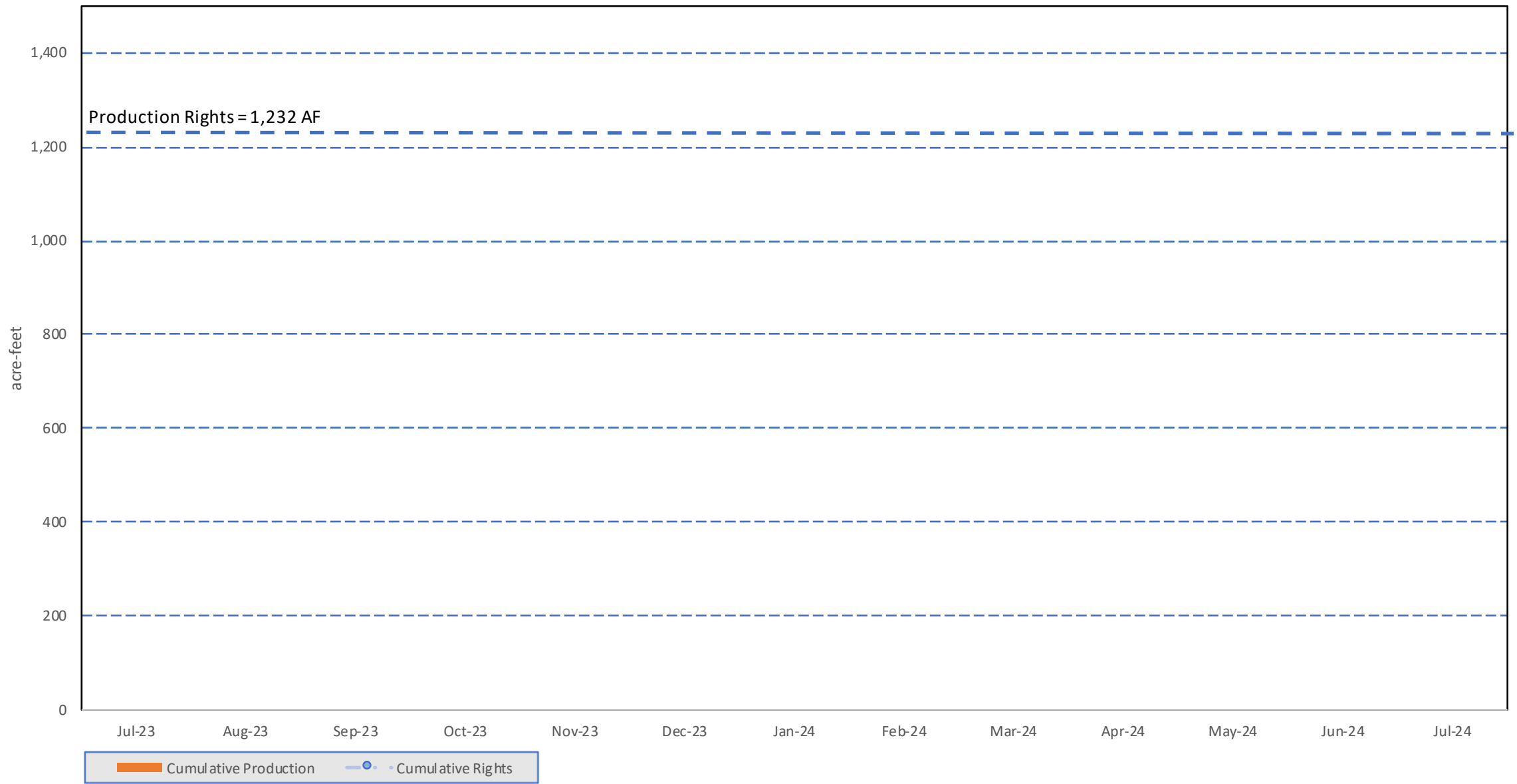
2024 Cucamonga Basin Monthly



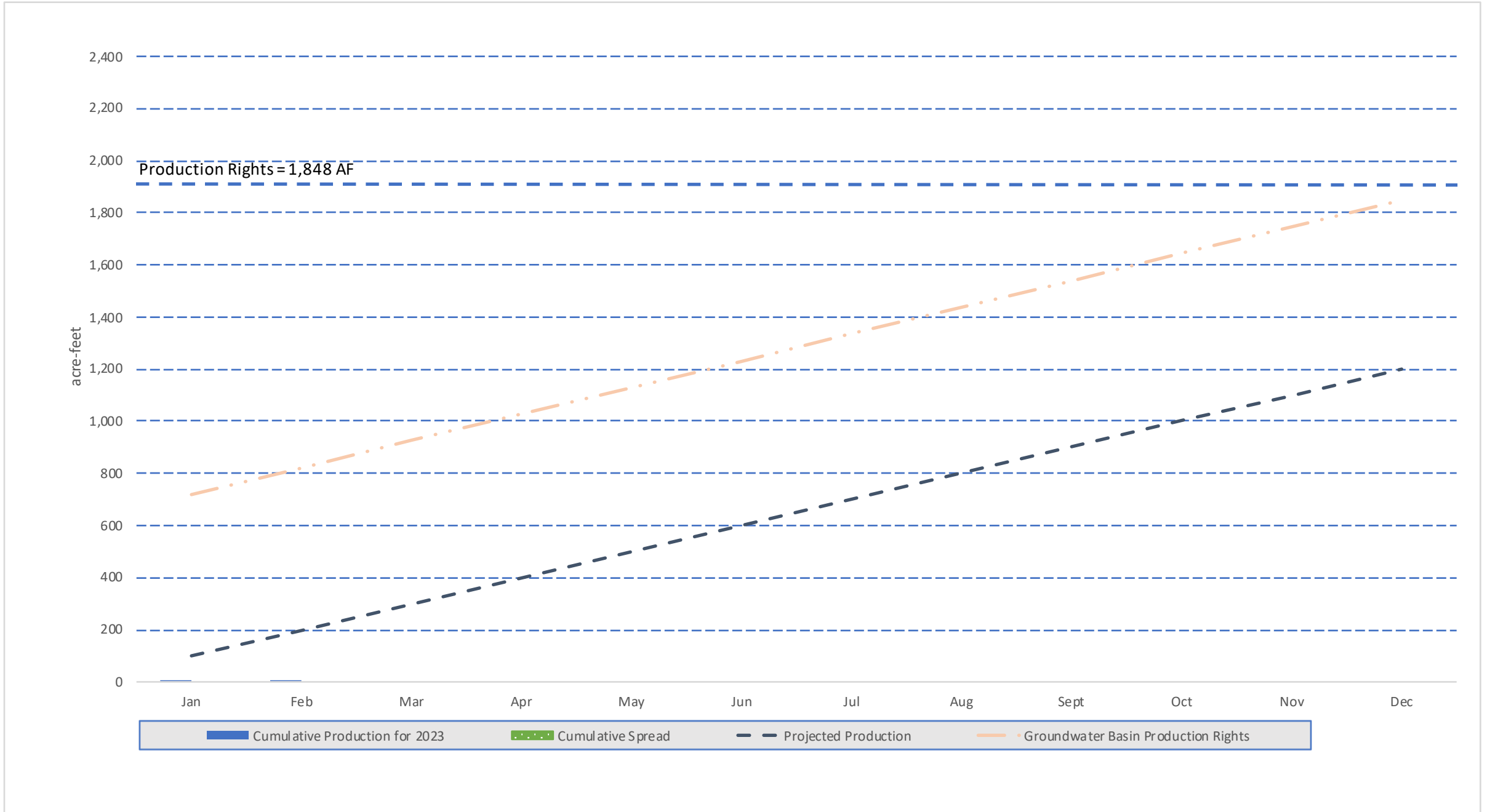
23-24 Chino Basin Cumulative



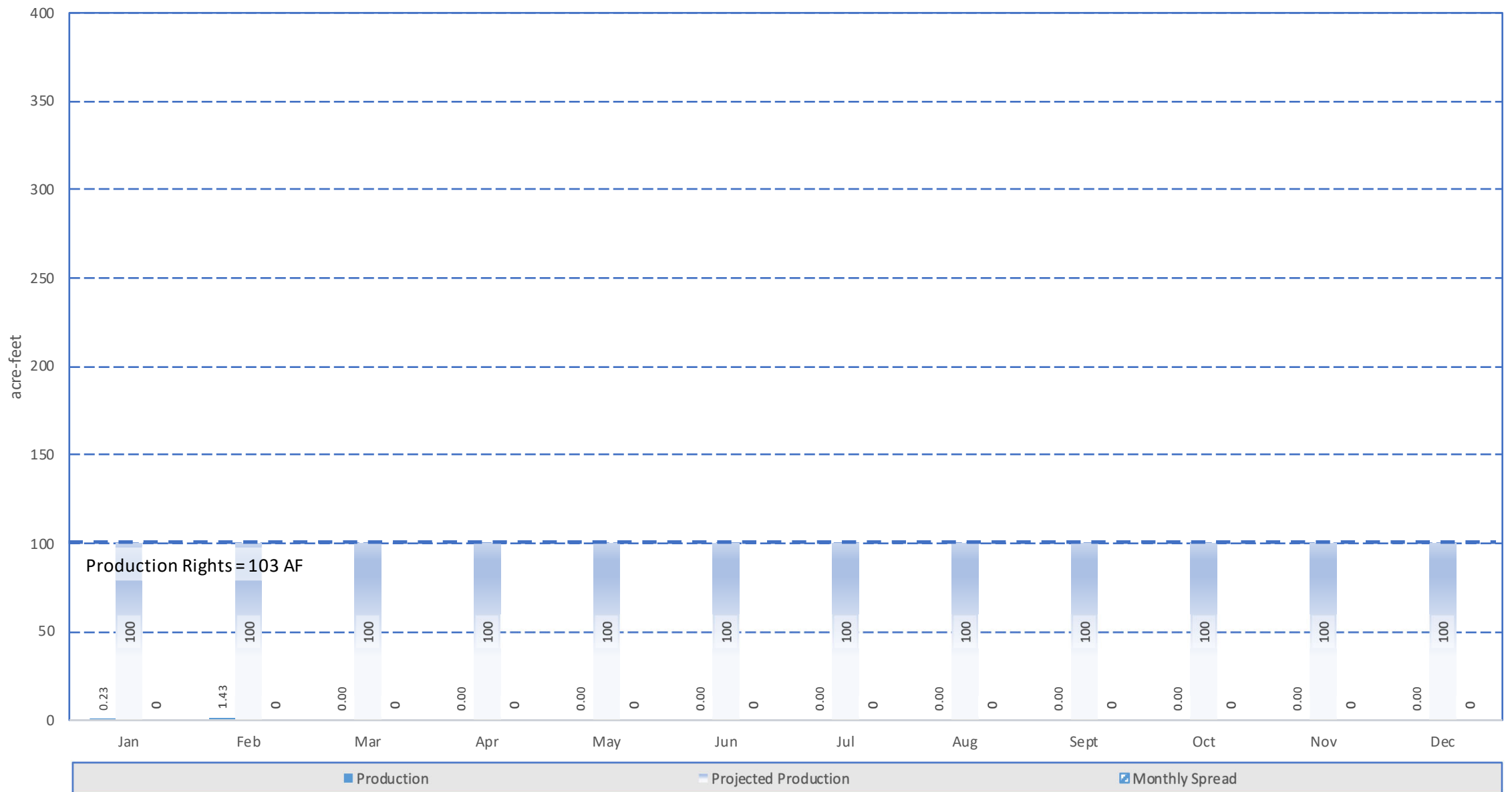
24-25 Chino Basin Cumulative



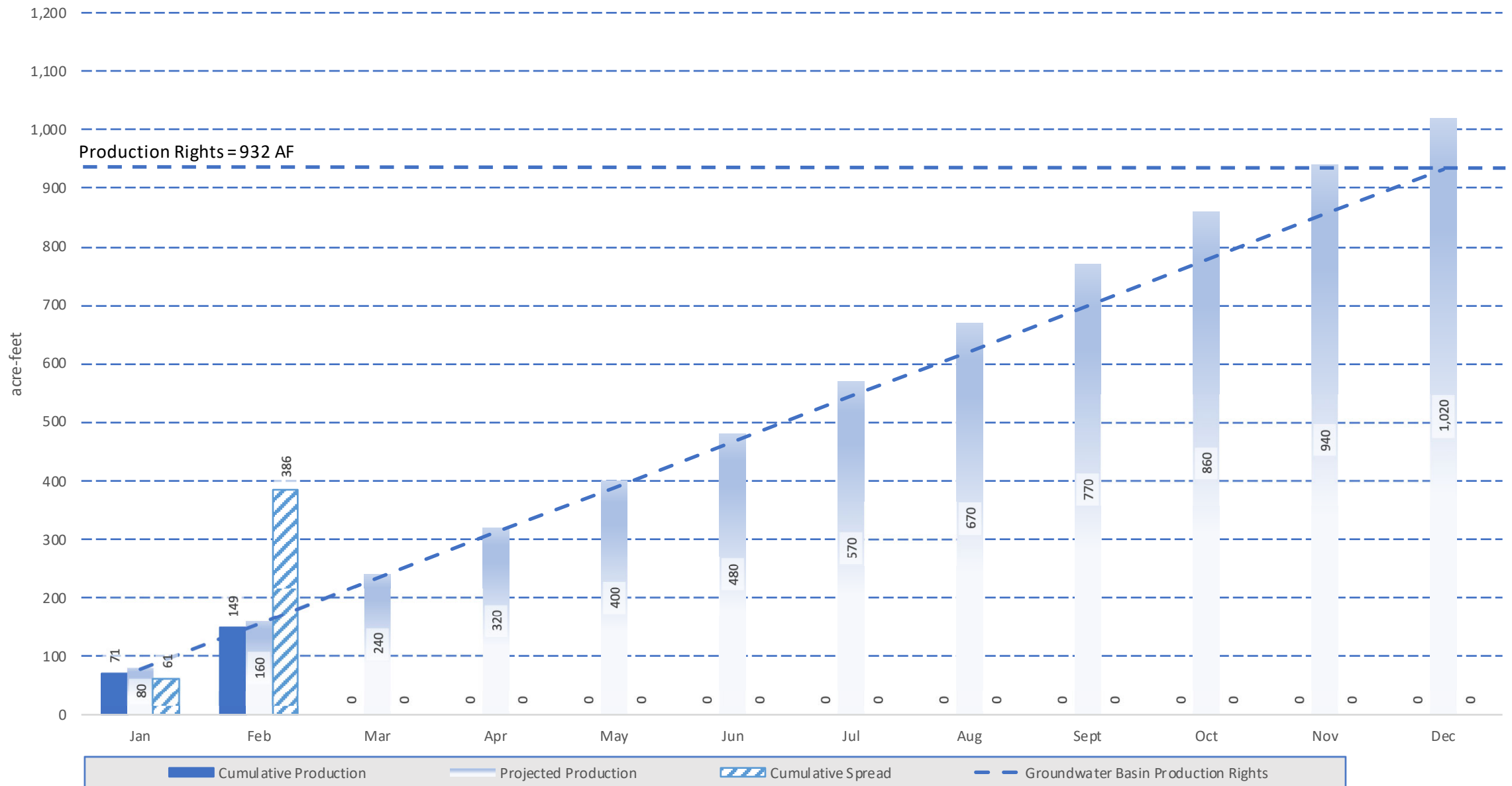
2024 Chino Basin Cumulative



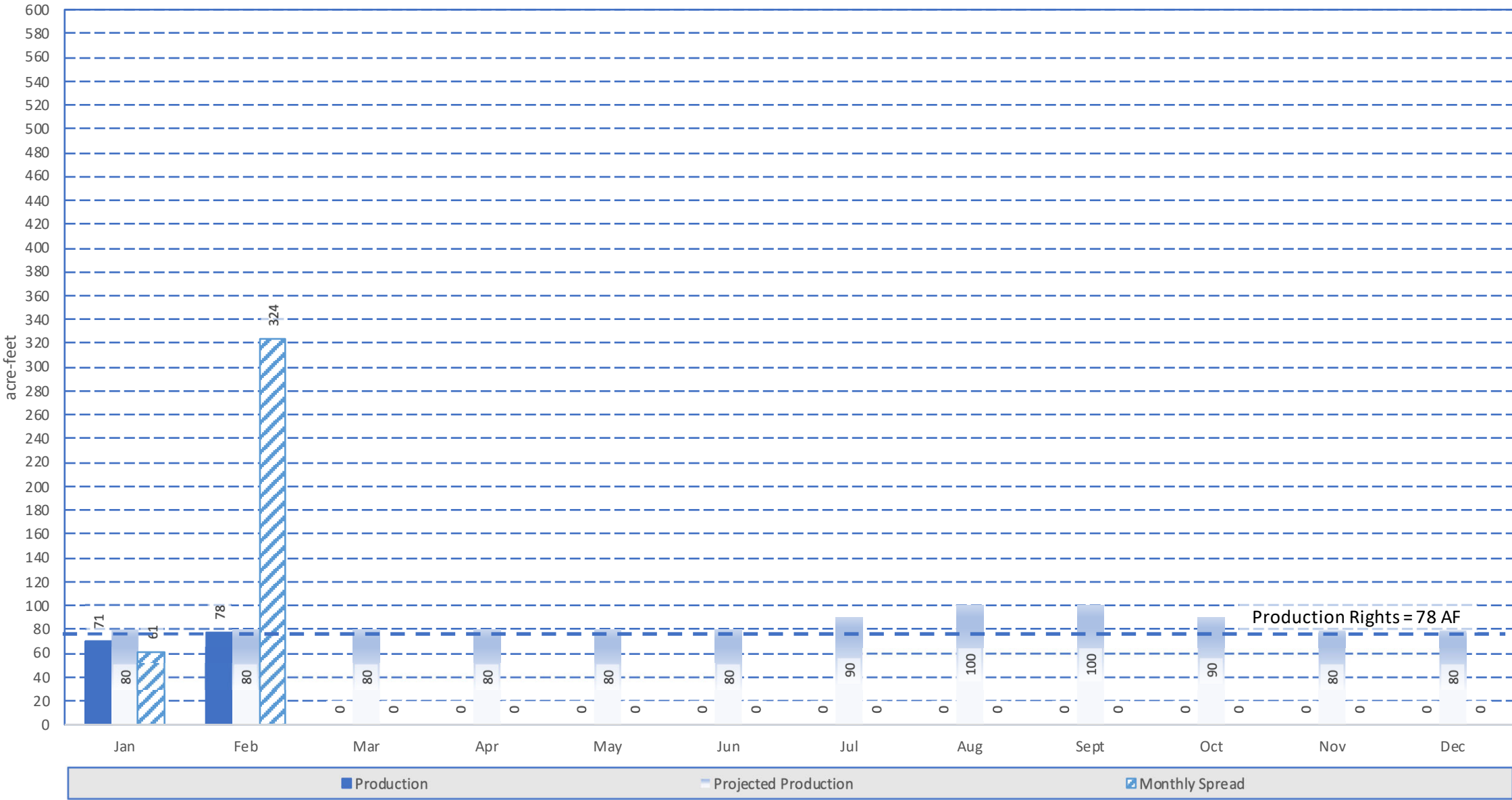
2024 Chino Basin Monthly



2024 Six Basins Cumulative



2024 Six Basins Monthly



A. Water Supply through February 2024

- Annual entitlement for CY2024 is 13,000 AF
 - Cumulative yearly production is 2,123 AF
 - Cumulative yearly consumption was 1,083 AF
 - Cumulative yearly spread was 1,017 AF
 - Cumulative unaccounted water was 23 AF

Six Basins Production for 2024

- Annual production right is 932 AF.
- Cumulative production is 149 AF.
Production is sent to the WFA treatment facility to meet City of Ontario and MVWD entitlement.
- The Company spread a total of 386 AF.

Cucamonga Basin Production for 2024

- Annual production right is 5,669 AF.
- Cumulative production was 339 AF.
- The Company spread a total of 631 AF.

Chino Basin Production for 2024

- Annual production right is 1,232 AF.
- Cumulative production was 2 AF.
- The Company spread a total of 0 AF.

Surface Water (San Antonio Creek) flow for 2024

Total flow was 1,092 AF.

Tunnel flow for 2024

San Antonio Tunnel flow was 427 AF.
Frankish and Stamm Tunnel flow was 112 AF.

B. Company Stock

Zero (0) shares of water stock moved from active to dormant this transfer period.
One-quarter (1/4) shares of water stock moved from dormant to active this transfer period.

C. Communication and Information Activities

“Facebook” - 179 friends liking our old FB page and 71 customers have liked our new FB page. No new communication posted on the new page and no new communication on the old Facebook page. Facebook is not able to merge the two Facebook pages; therefore, we are in discussion of possibly deleting the old page.

D. Administration Matters

Meetings of interest:

- 03/14/24- GM attended CBWM AP Meeting and closed session

E. Groundwater Basin Matters

Chino Basin -

Safe Yield – CBWM has begun discussions on the court mandated 2025 safe yield reset.

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-

There are currently multiple appeals in the works:

1. Ontario, Monte Vista and City of Chino have appealed the ruling that AP works under 'majority rule'. A final ruling has been issued by the appeals court stating that 'majority rule' has been the historical norm and they aren't willing to change it.
2. Ontario has appealed the ruling that the current Dry Year Yield (DYY) program is operating under a legal contract.

Six Basins –

There was a meeting held on February 28, 2024. The draft 2023 Annual Report was presented as an informational item and comments were requested. Two transfers from West End Consolidated Water Company to City of Upland and from City of Upland to Three Valleys Municipal Water District was added to the consent calendar.

The next meeting will be March 27, 2024.

Cucamonga Basin –

There was a meeting held on March 5, 2024. The modeler went over some preliminary figures for safe yield. Cucamonga Valley Water District is waiting to be trained in running the model for future use.

The next meeting will be April 2, 2024.

Agenda Item No. 4I

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 preliminary plans. Initial comments have been received from the City. CEQA will be required, primarily due to traffic concerns. Geotech engineer will also be required to confirm structural integrity of site soils. Consultant is seeking proposals for both CEQA work and Geotech work. Consultant has started discussions with Edison regarding eastern easement onto property. Ad Hoc Committee met on Wednesday, March 13 to discuss progress. Current plans and renderings are attached.

Original Budget	\$4,000,000
Original Contracts	\$283,550
Authorized Change Orders	NA
Current Contracts	\$283,550

1602 – Holly Drive Reservoir, Phase 3

Proposed construction of a second 120,000-gallon tank at the Holly Drive Tank site. Professional services agreement has been fully executed. Contract has been executed. Coating has been completed. Permit amendment has been submitted to the State. Contractor waiting on final delivery of internal plumbing. Project nearing completion. State inspection occurred last week. Waiting on State Permit. ~~New tank has been cleaned and disinfected. State permit is taking some time to obtain. Will need to disinfect again, once permit is ready. Expect new tank to be on line by end of February/early March. Tank has been permitted by the State and is in service. Contractor has some minor stie clean-up to accomplish prior to closing out project.~~

Original Budget	\$985,260
Original Contracts	\$985,260
Authorized Change Orders	NA
Current Contracts	\$985,260

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.

2303 Well 19 Production Well

Project approved at September 2023 Board Meeting. Production Well drilling was completed on Nov 8 and casing/screen installation has been completed. Drilling and installation has completed. Flushing and testing is completed. Full 24-hr flush test is completed. Initial testing indicates near 2,000 gpm of good quality water. Contractor

has demobilized from site. Engineer working to finalize project.

Original Budget	\$1,600,880
Original Contracts	\$1,600,880
Authorized Change Orders	\$0
Current Contracts	\$1,600,880

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.

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 and predesign meeting has occurred. Base maps are completed and alignment is being discussed between engineer and staff. Staff met with design engineers to finalize alignment. Engineers are currently working on 60% bid package. Staff anticipates bidding project in early Summer.

Original Budget	\$420,000
Original Contracts	\$0
Authorized Change Orders.....	NA
Current Contracts	NA

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.

Original Budget	\$11,110
Original Contracts	\$11,110
Authorized Change Orders.....	NA
Current Contracts	\$11,110

San Antonio Water Company

MEETING AGENDA

for

AD HOC COMMITTEE FOR OFFICE FEASIBILITY STUDY

March 13, 2024 @ 3:00pm

At Company Office 139 N. Euclid Ave., Upland, CA 91786

Please join the meeting from your computer, tablet or smartphone.

<https://meet.goto.com/857533117>

You can also dial in using your phone. United States: [+1 \(872\) 240-3311](tel:+18722403311)

Access Code: 857-533-117



- Call to Order

1. Recognitions and Presentations:

2. Additions-Deletions to the Agenda:

3. Public Comments

This is the time for any shareholder or member of the public to address the committee 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 Committee 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. Approval of Committee Meeting Minutes

Regular Committee Minutes of August 12, 2020, and January 19, 2023.

5. Administrative Issues:

A. ***Discussion and Possible Action Regarding New Company Office and Yard Options***

Review and discuss concept plans.

6. Closed Session:

None.

7. Committee Comments and Future Agenda Items:

- This is the time for committee's comments and consideration on future agenda items relative to the interests and business of the company and its shareholders.

8. Adjournment:

The next AdHoc Committee Meeting is to be determined.

NOTE: All agenda report items and back-up materials are posted on the Company website at www.sawaterco.com and available for review and/or acquisition at the Company Office (139 N. Euclid Avenue, Upland, CA.) during regular office hours, Monday through Friday [8:00 – 11:30 and 12:30 – 4:00]. The agenda is also available for review and copying at the Upland Public Library located at 450 N. Euclid Avenue.

POSTING STATEMENT: On March 8, 2024, 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 public bulletin boards at 450 N. Euclid Avenue (Upland Public Library) and 460 N. Euclid Avenue (Upland City Hall), and on the Water Company's website.

SAN ANTONIO WATER COMPANY
AD-HOC MEETING
MINUTES

August 12, 2020

An open meeting of the office relocation feasibility Ad-Hoc Committee for the San Antonio Water Company (SAWCo) was called to order virtually at 2:00 p.m. on the above date. Committee Members present were Tom Thomas, Bob Cable, Brian Lee, and Teri Layton. Also in attendance was the City of Upland Interim Public Works Director Steve Nix and SAWCo's Senior Administrative Specialist Kelly Mitchell. Mr. Thomas presided.

1. Recognitions and Presentations: None.
2. Additions – Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes:
Mr. Thomas asked that any persons not in agreement with the minutes as presented to speak up. Hearing no one opposed, the meeting minutes of November 05, 2019 were approved as submitted.
5. Administrative Issues:
A. Discussion and Possible Action Regarding New Company Office and Yard Options – Mr. Lee explained that earlier this year staff had received an invitation to talk to the City of Upland councilmembers about plans the company had for relocating their office and yard facilities. City of Upland councilmembers requested SAWCo look into the possibility of leasing property from the City of Upland rather than building their own facilities. After being delayed by the COVID-19 Pandemic, Mr. Lee recently reached out to Mr. Steve Nix with the City of Upland to look at possible sites that would fit SAWCo's needs. After viewing property with Mr. Nix, Mr. Lee put together some information and figures for the Ad-Hoc Committee to review and comment.

Mr. Lee reminded the Committee the estimated cost to build a combined facility to replace SAWCo's office and yard facility is \$3,760,000, which includes a contingency. Mr. Thomas responded the contingency is quite large at over 25% of the estimated building costs. Mr. Lee advised this was due to the exact design and layout not being finalized as of yet. The numbers will be more accurate as the plans are finalized. Total cost without contingency equals \$2,970,000.

Mr. Lee then calculated the total cost to build and divided it by the number of years he felt the company could operate out of the new building (120) using straight line depreciation with no salvage value to better relate it to the costs of leasing. The costs in this scenario works out to roughly \$2,060 per month.

The cost to lease offices in Upland was then reviewed with the Committee. The current cost to lease in Upland is roughly \$18/sq. ft. Roughly 2,500 sq. ft. of office space would be needed, not including common area, which totals around \$3,750 per month. On top of the office space, yard facilities and storage space would require an additional 9,000 sq. ft. costing \$1,500. The total amount to lease a facility would be roughly \$5,250 per month which does not include any improvements needed to the site. As such, Mr. Lee could not justify leasing property over building facilities on property already owned by the water company.

Mr. Lee viewed space at the City of Upland Public Works Department, which City staff advised was the only property they owned that might possibly suit SAWCo's needs. Reorganization of the building would be needed, staff would share common areas with City of Upland employees, and staff is uncertain if enough space is available to house small parts and equipment. Yard storage and parking was sufficient.

If the Committee would like staff to press forward at looking into leasing space from the City of Upland, Mr. Lee proposed some questions he would like answered by City staff. For instance, he is uncertain if the Public Works building is up to code with items such as the ADA compliance and seismic retrofitting. Who will pay for tenant improvements and how will utility costs and maintenance of common areas be handled? Mr. Lee also has concern over the public's perception of SAWCo leasing space from the City of Upland, a majority shareholder. Some may perceive it as favorable treatment; a gift of public funds. Others may see it as SAWCo is favoring one shareholder over the rest. There is also concern about funds moving from the City of Upland's Water Enterprise Funds for payment of water provided by SAWCo through to the City of Upland General Fund via SAWCo's lease payment. Water Enterprise Funds should not be funding the City of Upland's General Expenses.

Mr. Lee recommended the Committee recommend the full Board authorize staff to continue on the path to developing an office and yard facility at the Benson Avenue property.

Mr. Thomas stated that it was previously agreed upon that SAWCo would not make changes unless those changes made them better off than they are currently. The company currently owns both their office and yard facilities and have utilized them for nearly 100 years. Leasing property from the City of Upland does not fit SAWCo's needs and could also mix up public perception of who actually runs the water company. The sale or lease of SAWCo's current office and yard facilities would also bring in an influx of cash from something other than water sales, which the company cannot do.

Mr. Cable reminded everyone that SAWCo has been talking about building a new office and yard facility since January 2016. He expressed his concern that the efforts and plans to build have been sidelined by a single shareholder. The delay in moving forward sooner with the project was not on the part of the water company but on the part of the City of Upland with their difficulties getting funding to buy the south eastern portion of the Benson Avenue property and build a new reservoir. SAWCo has always worked to do what is in the best for all of its shareholders. He commended Mr. Lee on doing his due diligence in answering all of the concerns the City of Upland raised with regards to building a new office and yard facility. He expressed concern over waiting any longer to build the new facilities as the costs for these services and materials do not go down in price. Mr. Cable stated this project is basically zero funds out of pocket and is part of the plan for the water company for the next 120+ years. If costs can be cut, they will be but if not, the funds are already there. SAWCo has an obligation to their employees as much as their shareholders to provide proper working conditions.

Mr. Thomas mentioned many Board members are up for reelection within the next year. Decisions made on this project could affect reelection possibilities and in turn hinder the project moving forward.

Mr. Cable stated he was going to do what is right for the company and stated he would make it very well known if he was removed from the Board for doing the right thing.

Mr. Lee stated he plans on continuing to be very public with the project and therefore will go back to the City of Upland councilmembers to advise of his findings on the suggestions and inquiries they have made. Again, Mr. Lee recommended this discussion be brought to the full Board of Directors with a recommendation to move forward with the project as originally planned. His presentation to the City of Upland councilmembers would take place after the Board of Directors recommendation.

The Committee agreed that leasing space from the City of Upland was not in the best interest of the water company.

Mr. Nix agreed the space the City of Upland has available at the Public Works building would be tight. He noted there may be benefit in sharing of maintenance and fueling facilities.

The Committee discussed completing the project in phases. Some phases may be necessary and others may just end up increasing the cost of the project.

Mr. Thomas moved and Mr. Cable seconded to bring the discussion to the full Board of Directors.
Motion carried.

6. Closed Session: None.
7. Committee Comments and Future Agenda Items: None.
8. Adjournment:
There being no further business the meeting ended at 2:32 p.m.

Assistant Secretary
Brian Lee

SAN ANTONIO WATER COMPANY
AD-HOC MEETING
MINUTES
January 19, 2023

An open meeting of the office and yard relocation feasibility Ad-Hoc Committee for the San Antonio Water Company (SAWCo) was called to order at 3:10 p.m. on the above date. Committee Members present were Rudy Zuniga, Martha Goss, and Will Elliott. Also in attendance were SAWCo's General Manager Brian Lee and Assistant General Manager Teri Layton. Mr. Lee presided.

1. Recognitions and Presentations: Mr. Lee advised Erik Peterson with Claremont Environmental Design Group is scheduled to bring in updated renderings of the proposed new office and yard facility. While they awaited his arrival, Mr. Lee dispersed the previously proposed drawings.
2. Additions – Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes:
Regular Committee Meeting Minutes of August 12, 2020 approval not discussed in meeting.
5. Administrative Issues:
 - A. ***Discussion and Possible Action Regarding New Company Office and Yard Options*** – Mr. Lee discussed the process of how he saw it panning out. The committee would be responsible for reviewing and commenting on the renderings and would bring to the Board what they believed to be the best design. After Board approval, Mr. Lee would then release a contract for the architect to begin working with contractors and the City of Upland to move the project forward.

The committee discussed the lack of a board meeting room, the location of the general manager's office and the lack of public restrooms due to the lack of public meeting space.

Mr. Peterson entered the meeting at 3:16 p.m.

The current draft plan for the office and yard facility was presented and discussed.

Two ideas for a private entrance for staff and vendors were presented. The reason for the separate entrance is to reduce traffic and prevent larger trucks from utilizing 20th Street. One design involved reducing the cul de sac to allow for a private gate entrance. The other design involved two sets of gates which allow for the cul de sac to remain as is.

Director Zuniga added his main concern was to not disturb the residents of 20th St.

Mr. Lee agreed with Director Zuniga and added deliveries and trucks will be directed through the employee entrance to not disrupt 20th St.

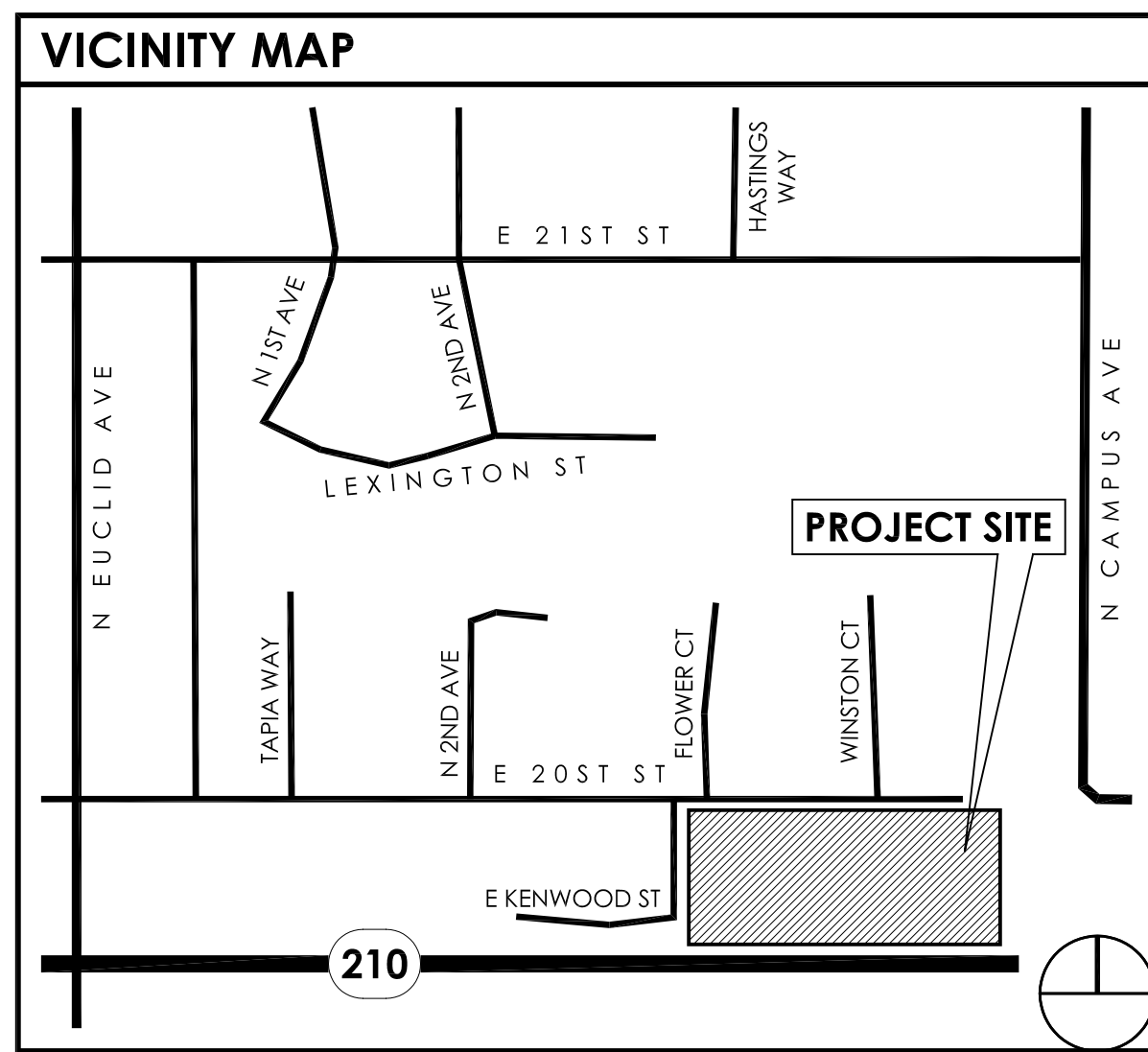
More discussion continued regarding parking, solar power, site security, expanding yard facility storage, elevation, and style and layout of the two facilities.

There was consensus on the committee that the item would be brought to the Board in March. This will allow time for Mr. Peterson to incorporate the items discussed into the plan.

6. Closed Session: None.

7. Committee Comments and Future Agenda Items: None.
8. Adjournment:
There being no further business the meeting ended at 4:26 p.m.

Assistant Secretary
Brian Lee



PROJECT INFORMATION	
OWNER:	SAN ANTONIO WATER COMPANY
ASSESSOR'S PARCEL NUMBERS:	1044091220000
GOVERNING AGENCY:	CITY OF UPLAND
EXISTING ZONING:	R510000
PARCEL AREA:	214358.76 SQ.FT. (4.921 ACERS)
MAIN BUILDING	
FLOOR AREA	GROUND FLOOR 3,819 SQ.FT.
MAINTENANCE BUILDING	
FLOOR AREA	GROUND FLOOR 3,698 SQ.FT.
	STORAGE LOFT 368 SQ.FT.
	4,066 SQ.FT.
PARKING SPACES	
GUEST PARKING	12 SPACES + 2 ADA SPACES
EMPLOYEE PARKING	12 SPACES + 2 ADA SPACES
COMPANY TRUCK PARKING	8 SPACES

PROJECT DESCRIPTION	
NEW 3,698 SQ.FT. HEADQUARTERS, 4,066 SQ.FT. MAINTENANCE BUILDING, MAINTENANCE YARD; DEMONSTRATION WATERWISE NATIVE LANDSCAPE AND CITRUS GROVE BUFFER.	
MAINTAIN EXISTING WATER STORAGE TANK AND PUMP SYSTEM.	
SHEET INDEX	
A-1	COVER SHEET, SITE PLAN AND NOTES
A-2	MAIN BUILDING FLOOR PLAN AND ROOF PLAN
A-3	MAIN BUILDING ELEVATIONS
A-4	MAINTENANCE BUILDING FLOOR PLANS AND ROOF PLAN
A-5	MAINTENANCE BUILDING ELEVATIONS
A-6	COVERED EMPLOYEE PARKING CONCEPT FLOOR PLAN AND ELEVATIONS
PROJECT DIRECTORY	
OWNER	ARCHITECT
SAN ANTONIO WATER COMPANY 139 N. EUCLID AVENUE UPLAND, CA 91786	CEDG, INC. 401 E. COLUMBIA AVENUE POMONA, CA 91709 PHONE: 909.625.3916

SAN ANTONIO WATER COMPANY NEW OFFICE AND OPERATIONS YARD FACILITIES

APN: 1044091220000

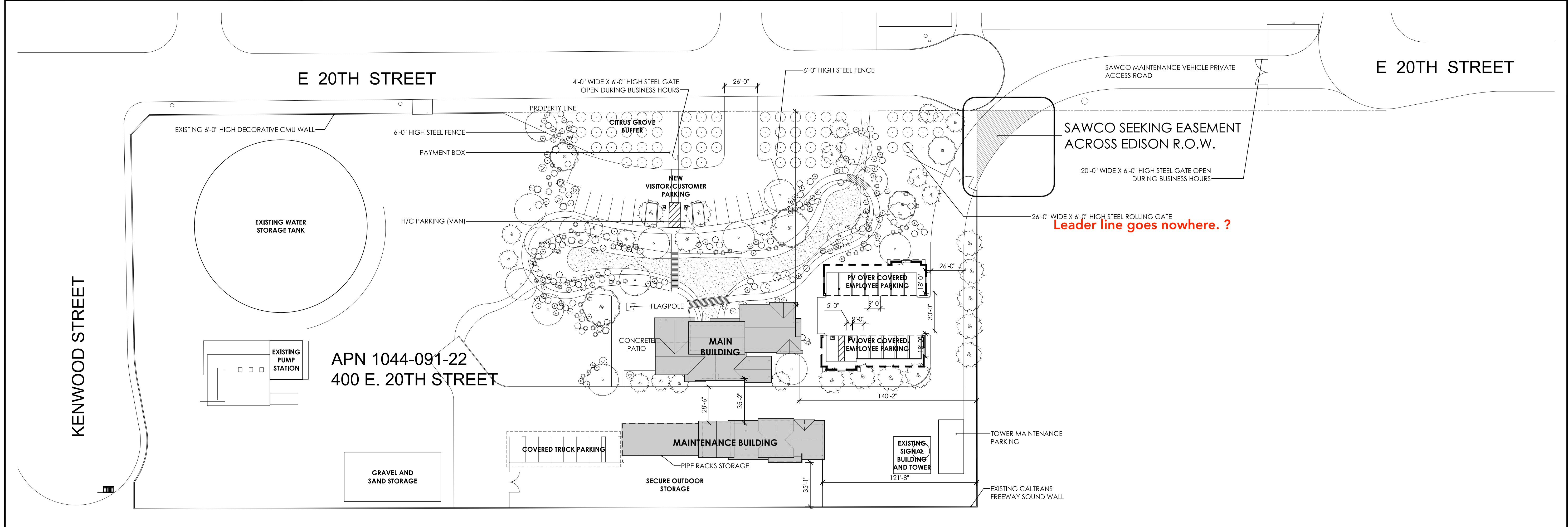
CEDG ARCHITECTS

ARCHITECTURE //
BUILD //
LANDSCAPE //

// 401 e. columbia ave.
pomona, ca 91767

// 909.625.3916
// cedgarchitects.com
// info@cedgarchitects.com

STAMP



1 CONCEPT SITE PLAN
1" = 30'-0"

PHOTOGRAPHS OF THE SITE



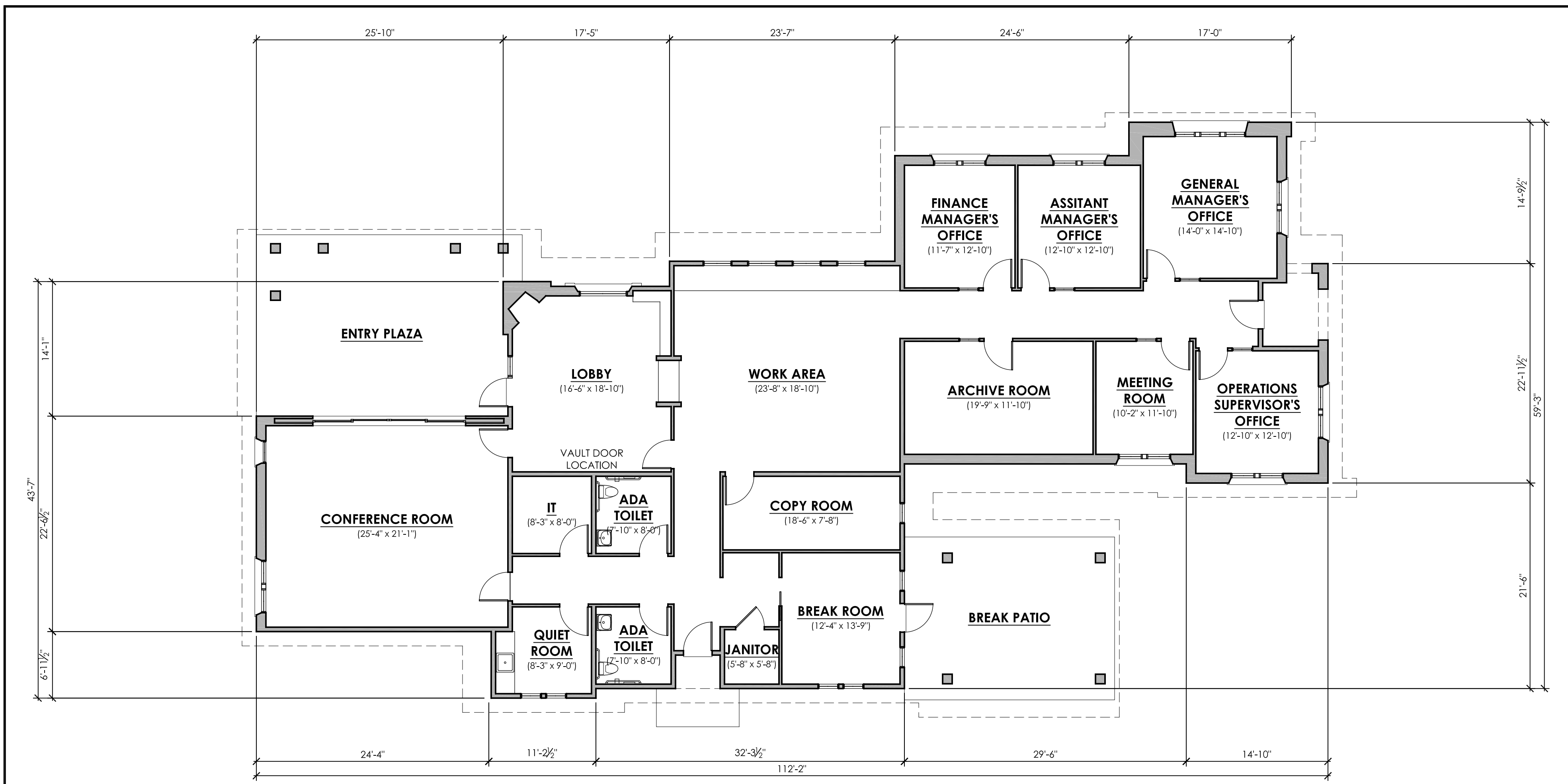
COVER SHEET,
CONCEPT SITE
PLAN AND
NOTES

REVISIONS

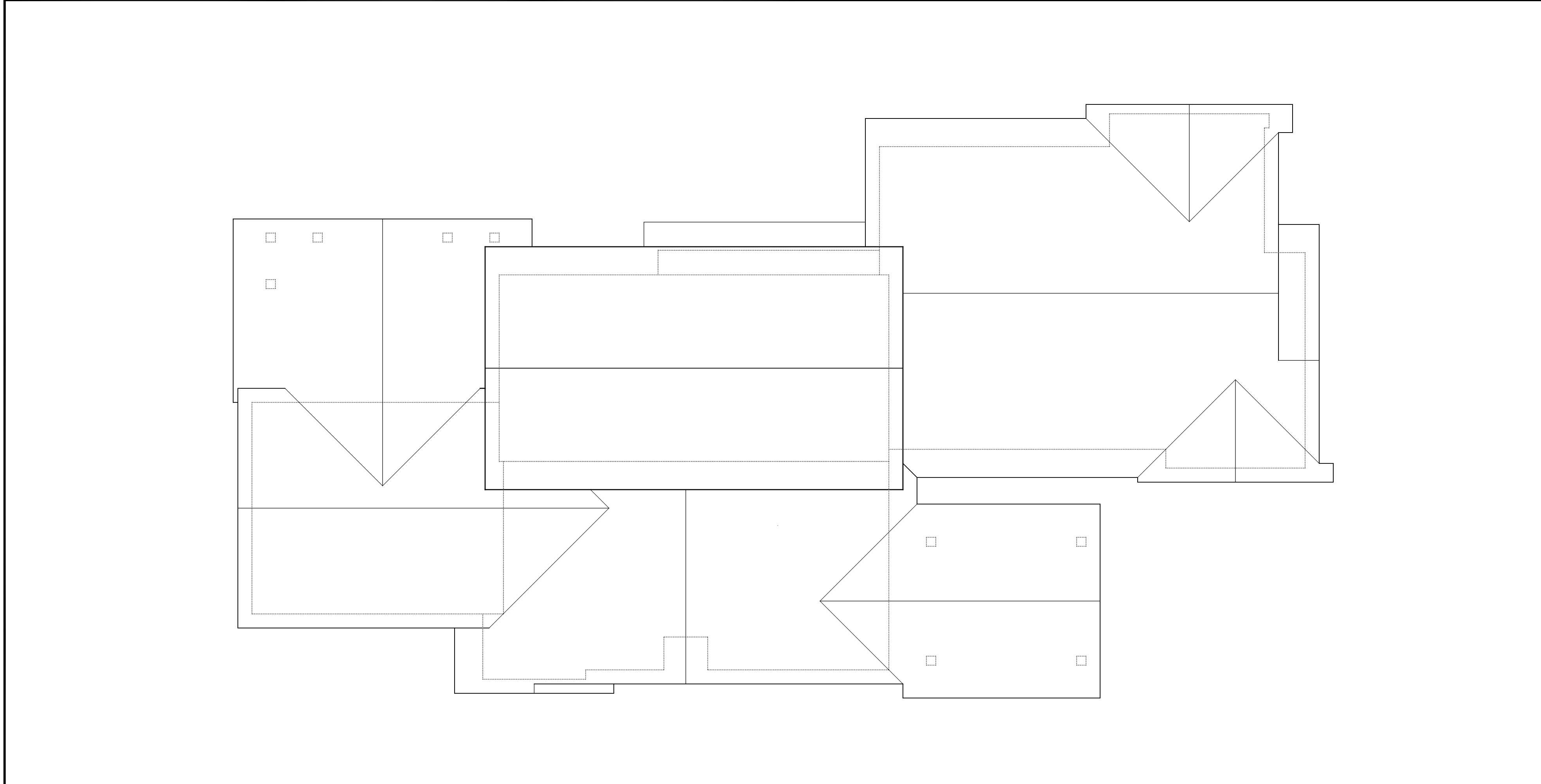
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DATE: 2/1/2024
SCALE: AS NOTED
JOB NO: 20220922
DWN BY: CCW
CHK BY: EGP

SHEET NO.
A-1



1 MAIN BUILDING CONCEPT FLOOR PLAN
1/8" = 1'-0"



2 MAIN BUILDING CONCEPT ROOF PLAN
1/8" = 1'-0"

STAMP

CONSULTANTS

PROJECT
SAN ANTONIO WATER
COMPANY NEW OFFICE AND
OPERATIONS YARD FACILITIES

MAIN BUILDING
CONCEPT
FLOOR PLAN
AND ROOF PLAN

REVISIONS

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DATE: 2/1/2024
SCALE: AS NOTED
JOB NO: 20220922
DWN BY: CCW
CHK BY: EGP

SHEET NO.

A-2

STAMP

CONSULTANTS

PROJECT
**SAN ANTONIO WATER
 COMPANY NEW OFFICE AND
 OPERATIONS YARD FACILITIES**

**MAIN BUILDING
 CONCEPT
 ELEVATIONS**

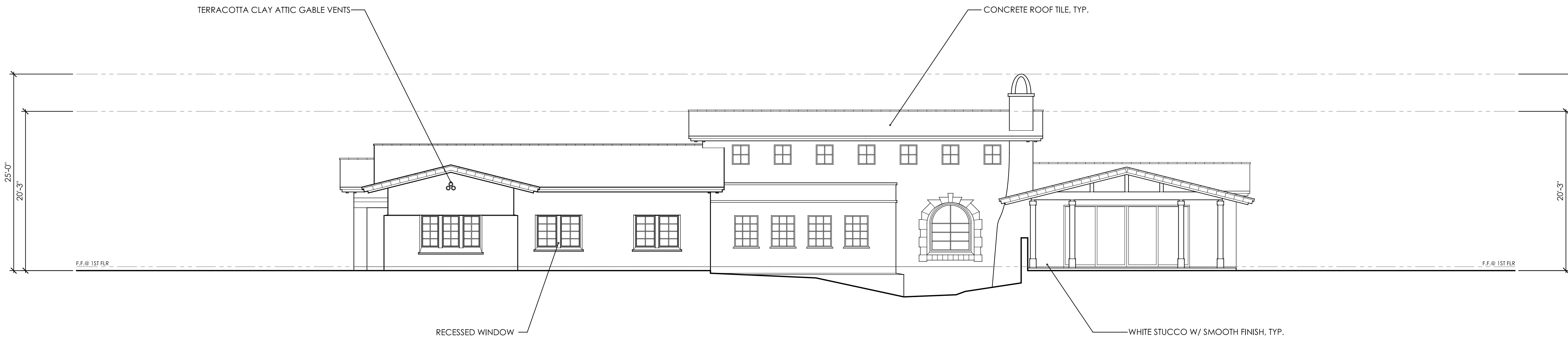
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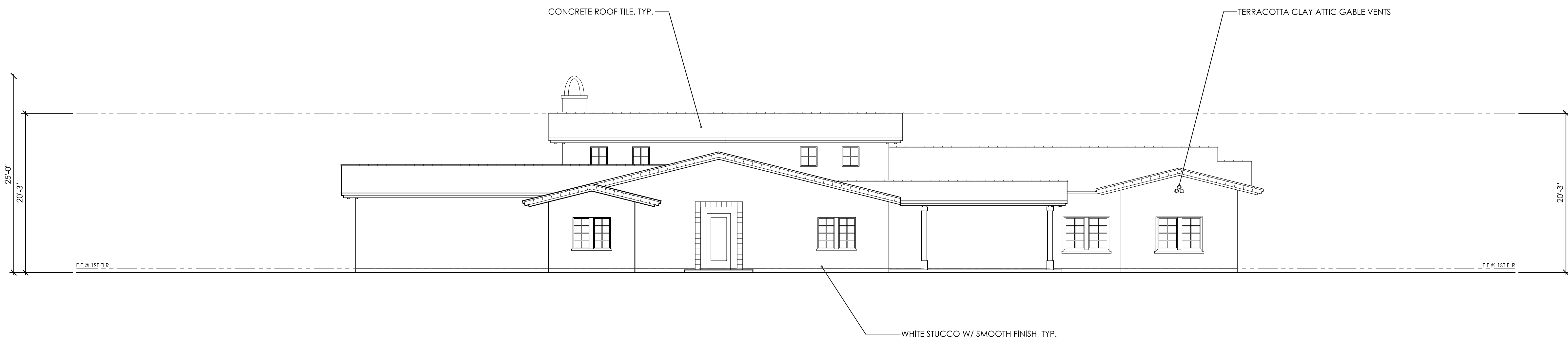
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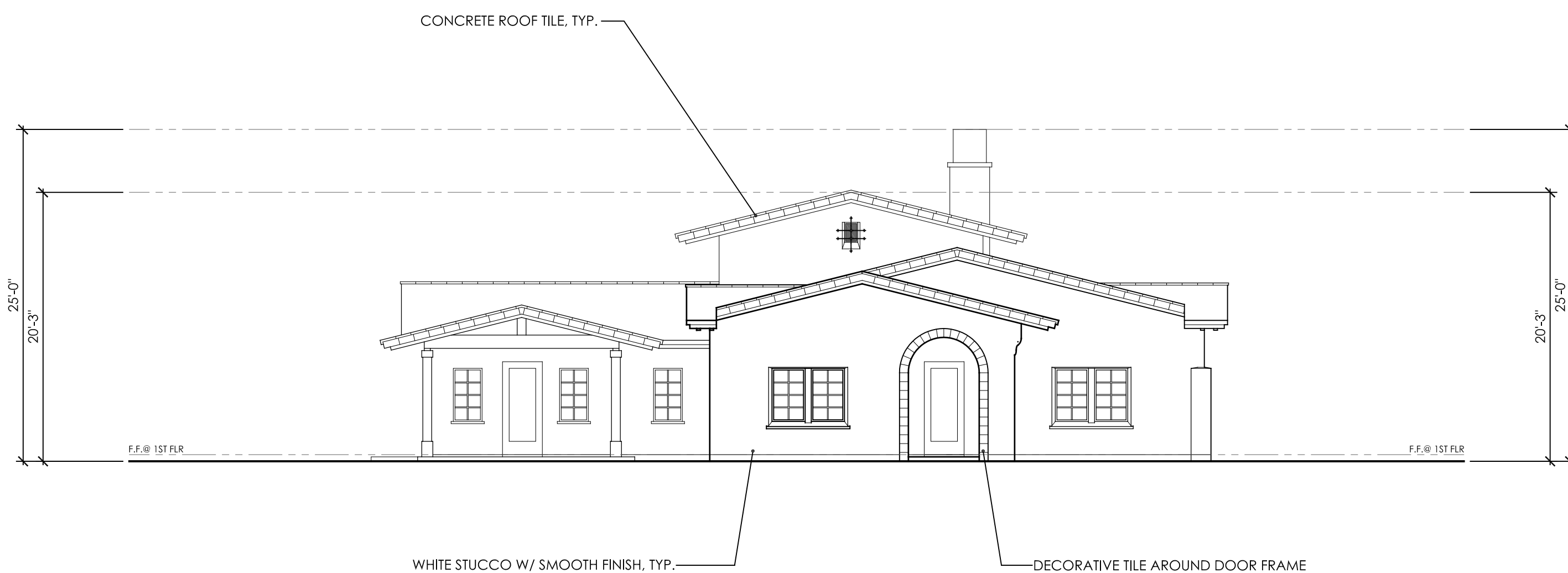
A-3



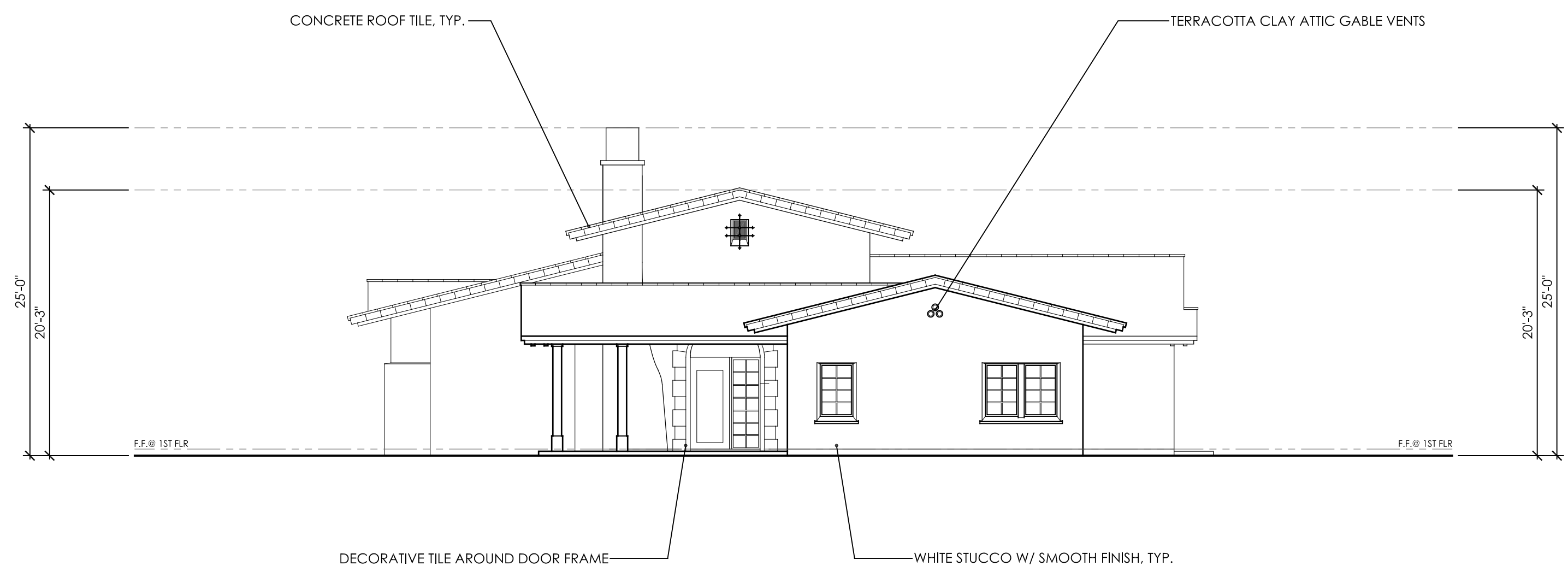
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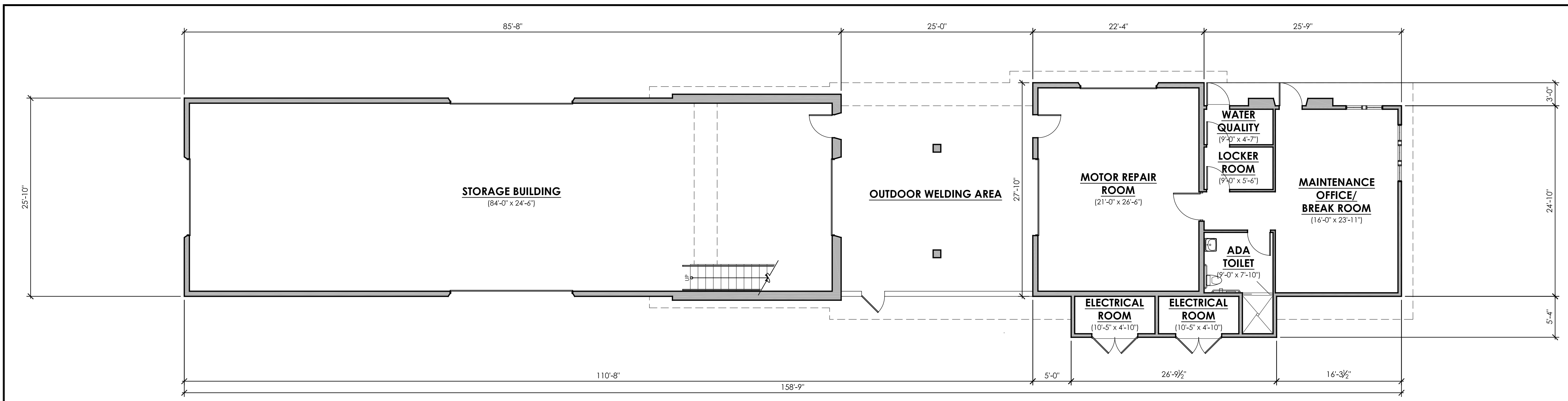
2 MAIN BUILDING SOUTH ELEVATION
 1/8" = 1'-0"



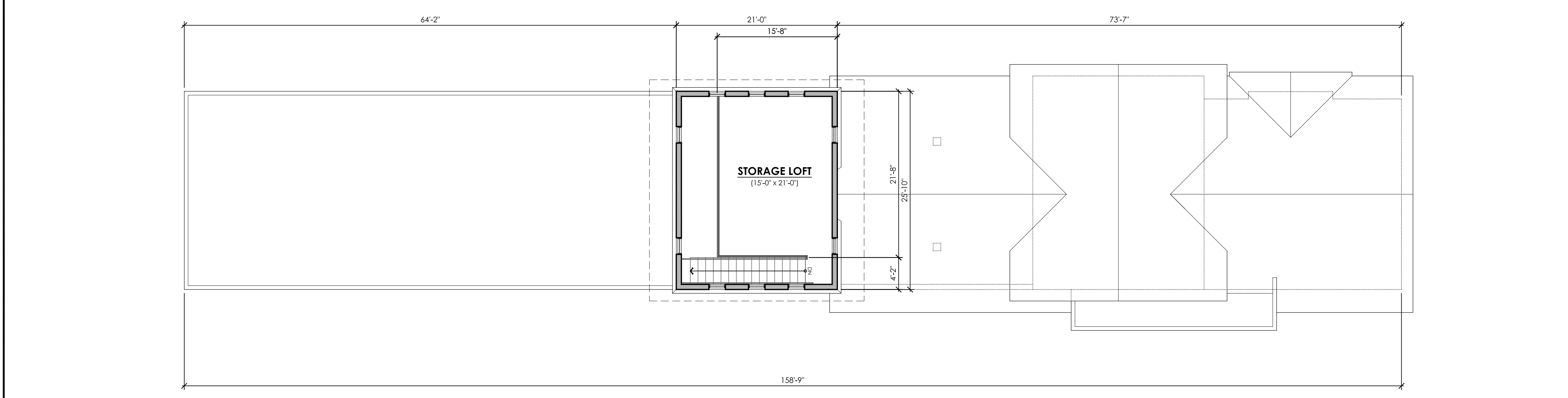
4 MAIN BUILDING WEST ELEVATION
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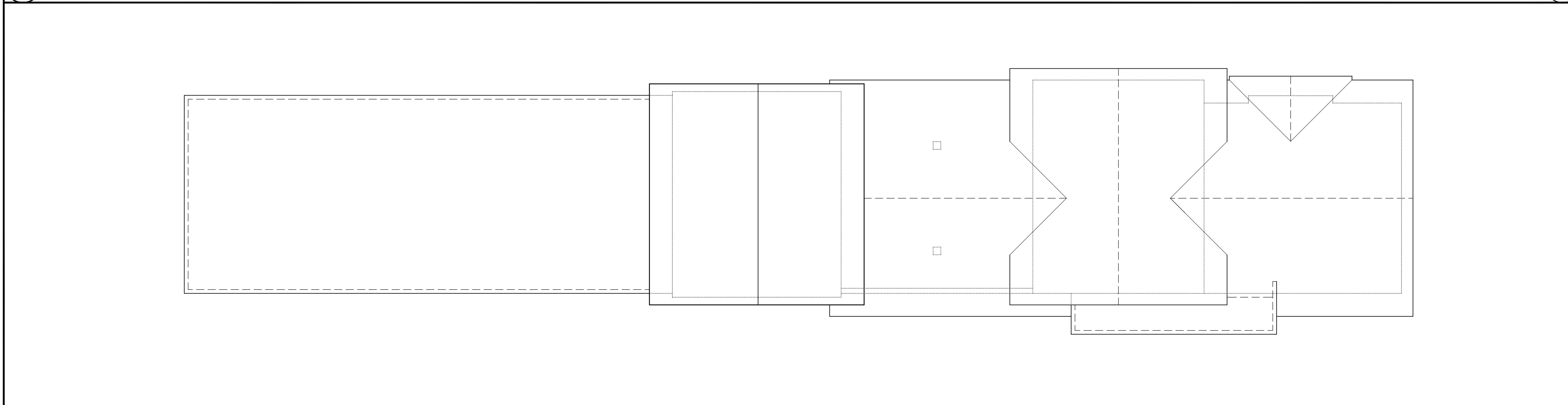
3 MAIN BUILDING EAST ELEVATION
 1/8" = 1'-0"



1 MAINTENANCE BUILDING FIRST FLOOR PLAN
1/8" = 1'-0"



2 MAINTENANCE BUILDING LOFT FLOOR PLAN
1/8" = 1'-0"



3 MAINTENANCE BUILDING ROOF PLAN
1/8" = 1'-0"

STAMP

CONSULTANTS

PROJECT
SAN ANTONIO WATER COMPANY NEW OFFICE AND OPERATIONS YARD FACILITIES

MAINTENANCE BUILDING FLOOR PLANS AND ROOF PLAN

REVISIONS

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DATE: 2/1/2024
SCALE: AS NOTED
JOB NO: 20220922
DWN BY: CCW
CHK BY: EGP

SHEET NO.
A-4

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CONSULTANTS

PROJECT
**SAN ANTONIO WATER
 COMPANY NEW OFFICE AND
 OPERATIONS YARD FACILITIES**

**MAINTENANCE
 BUILDING
 CONCEPT
 ELEVATIONS**

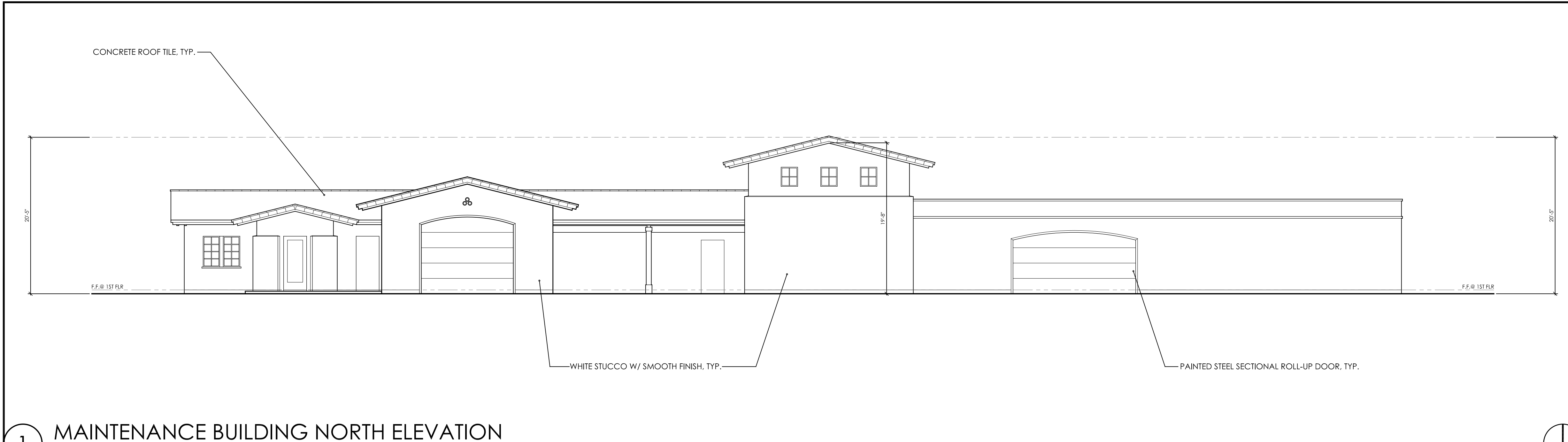
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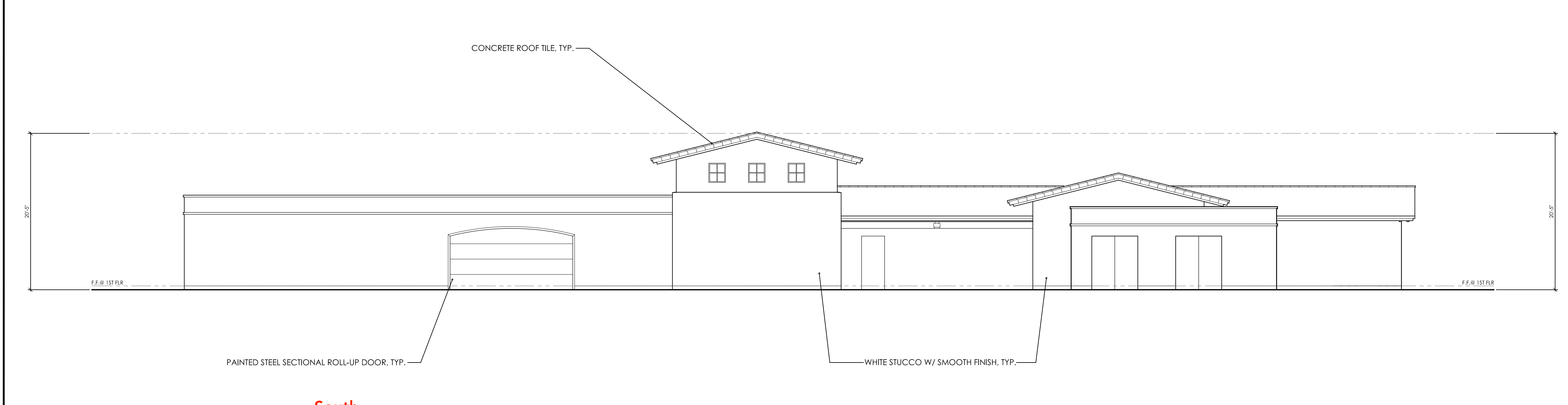
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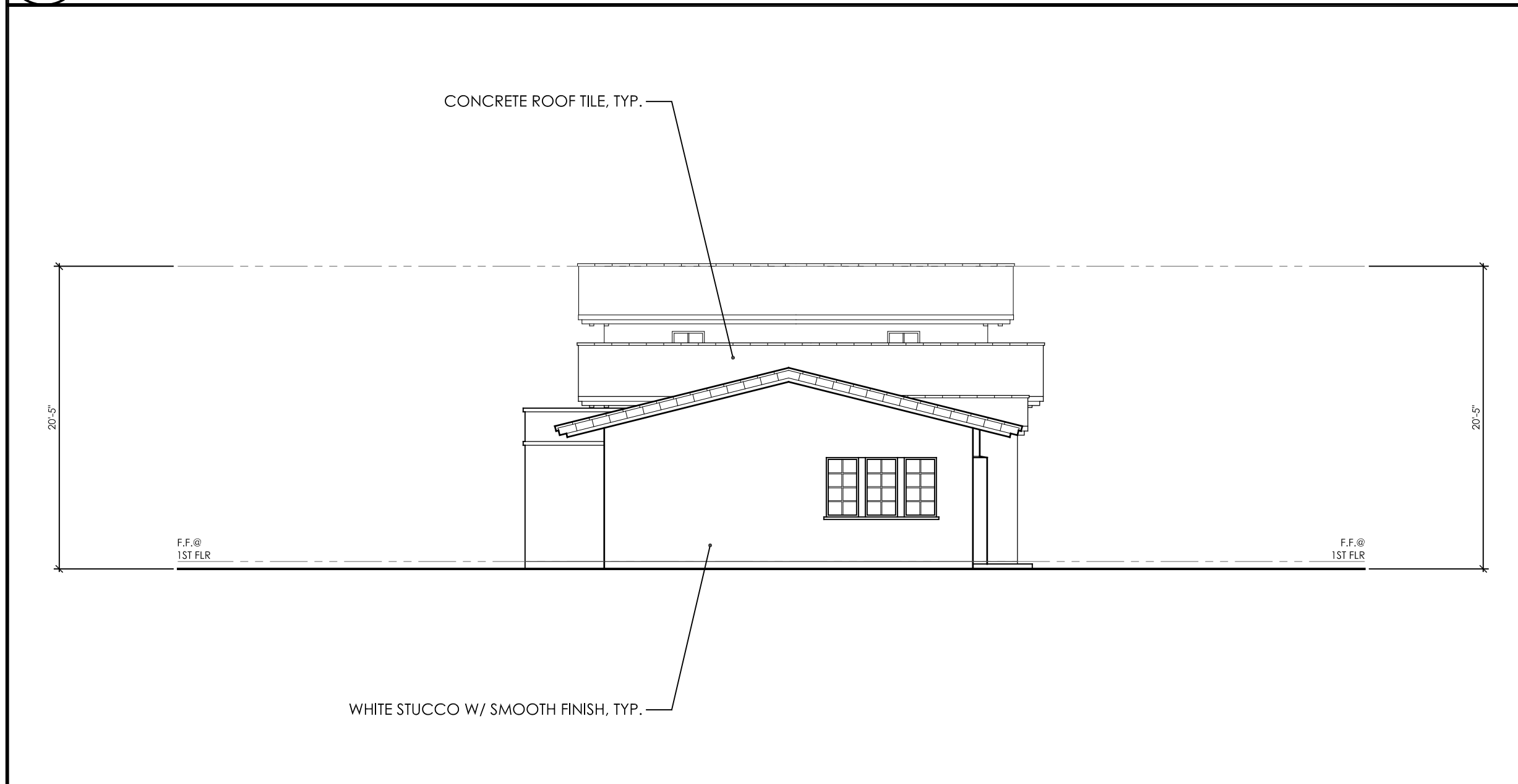
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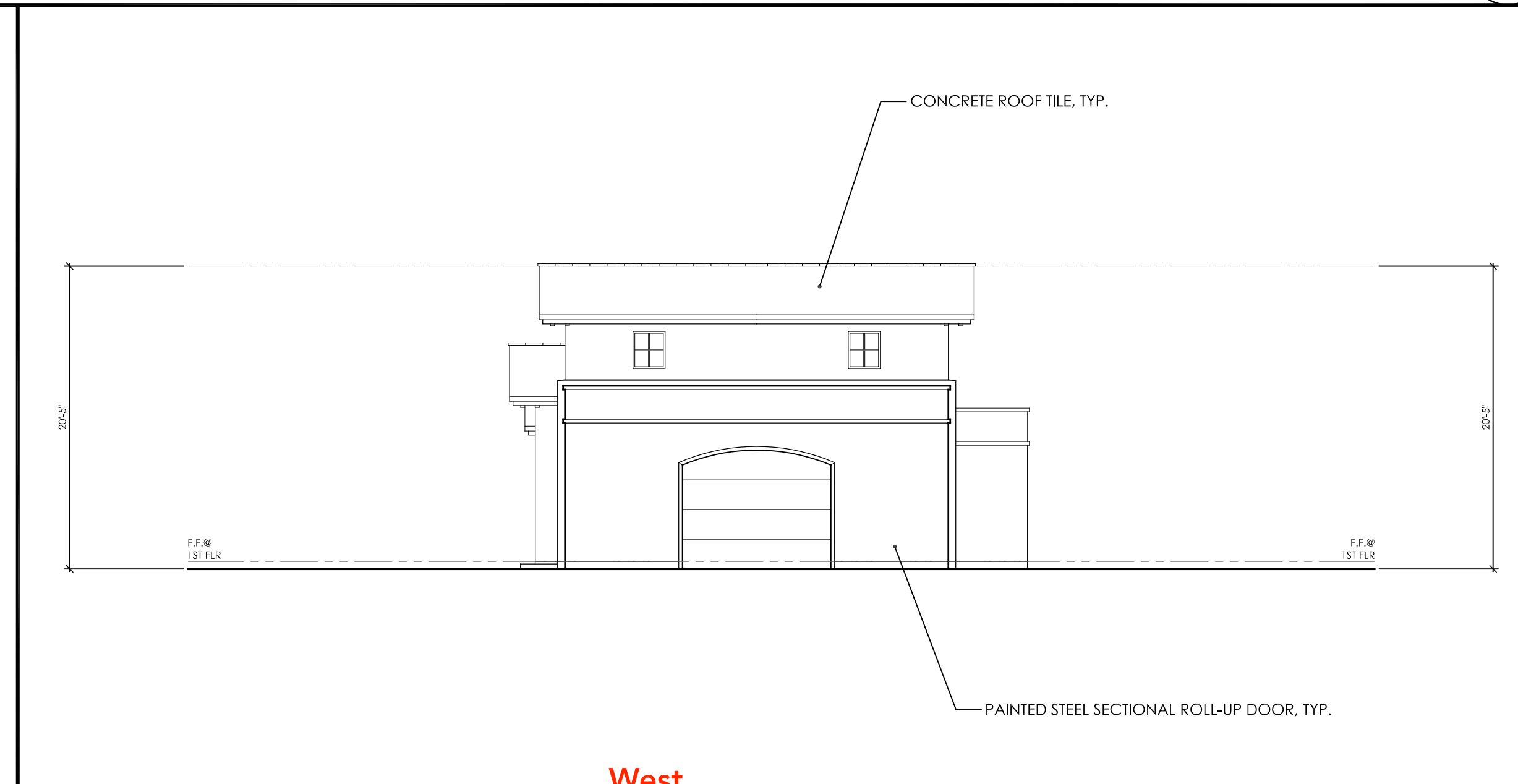
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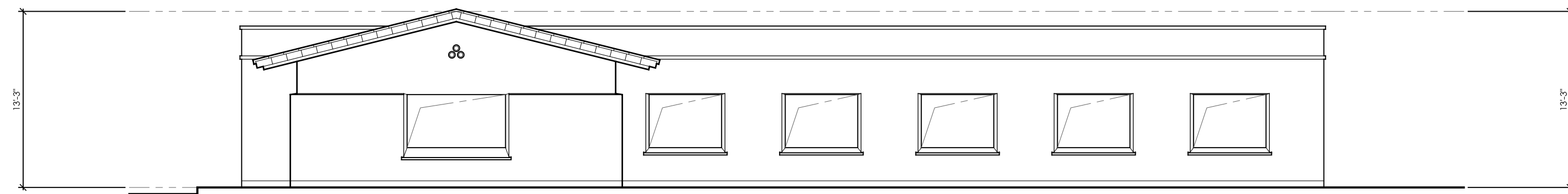
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 1/8" = 1'-0"



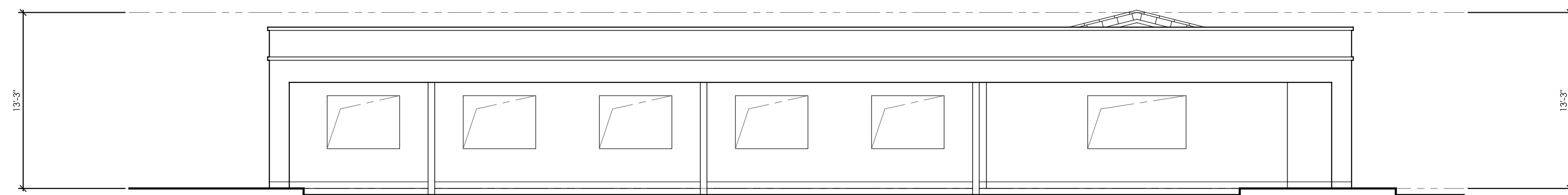
4 MAINTENANCE BUILDING WEST ELEVATION
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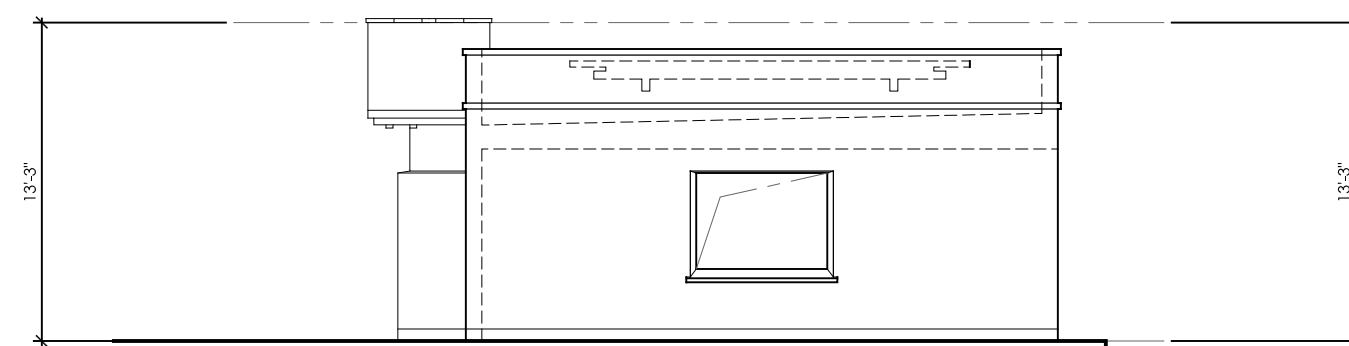
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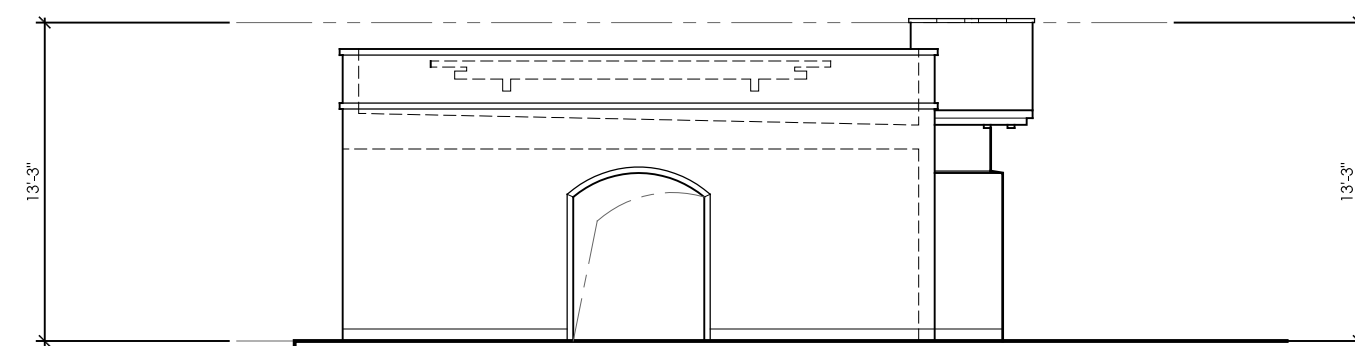
2 COVERED EMPLOYEE PARKING SOUTH - SOUTH ELEVATION
1/8" = 1'-0"



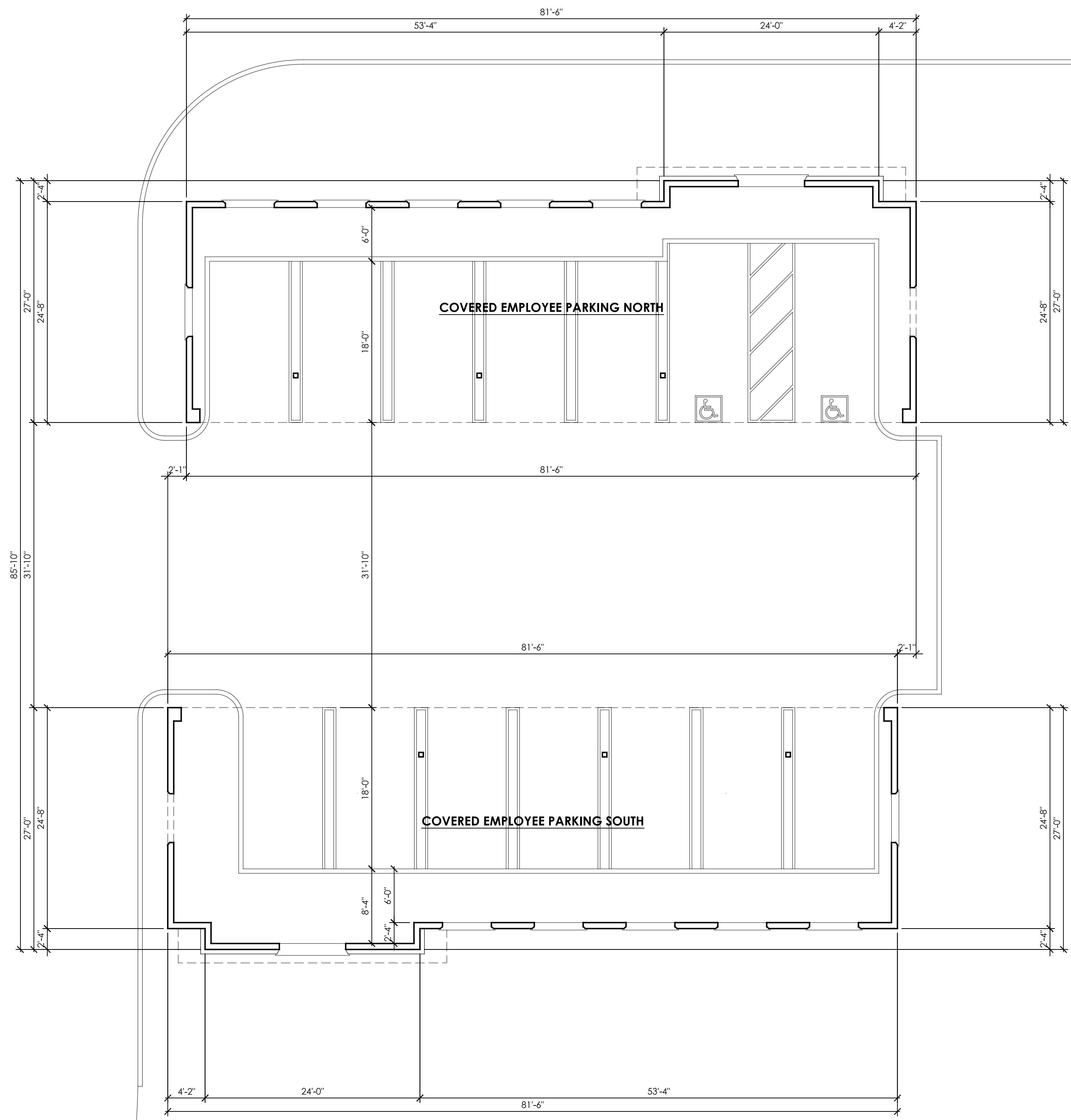
3 COVERED EMPLOYEE PARKING SOUTH - NORTH ELEVATION
1/8" = 1'-0"



5 COVERED EMPLOYEE PARKING SOUTH EAST ELEVATION
1/8" = 1'-0"



4 COVERED EMPLOYEE PARKING SOUTH WEST ELEVATION
1/8" = 1'-0"



1 COVERED EMPLOYEE PARKING FLOOR PLAN
1/8" = 1'-0"

STAMP

CONSULTANTS

PROJECT
**SAN ANTONIO WATER
COMPANY NEW OFFICE AND
OPERATIONS YARD FACILITIES**

**COVERED
EMPLOYEE
PARKING
CONCEPT
FLOOR PLAN
AND
ELEVATIONS**

REVISIONS

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DATE: 2/1/2024
SCALE: AS NOTED
JOB NO: 20220922
DWN BY: CCW
CHK BY: EGP

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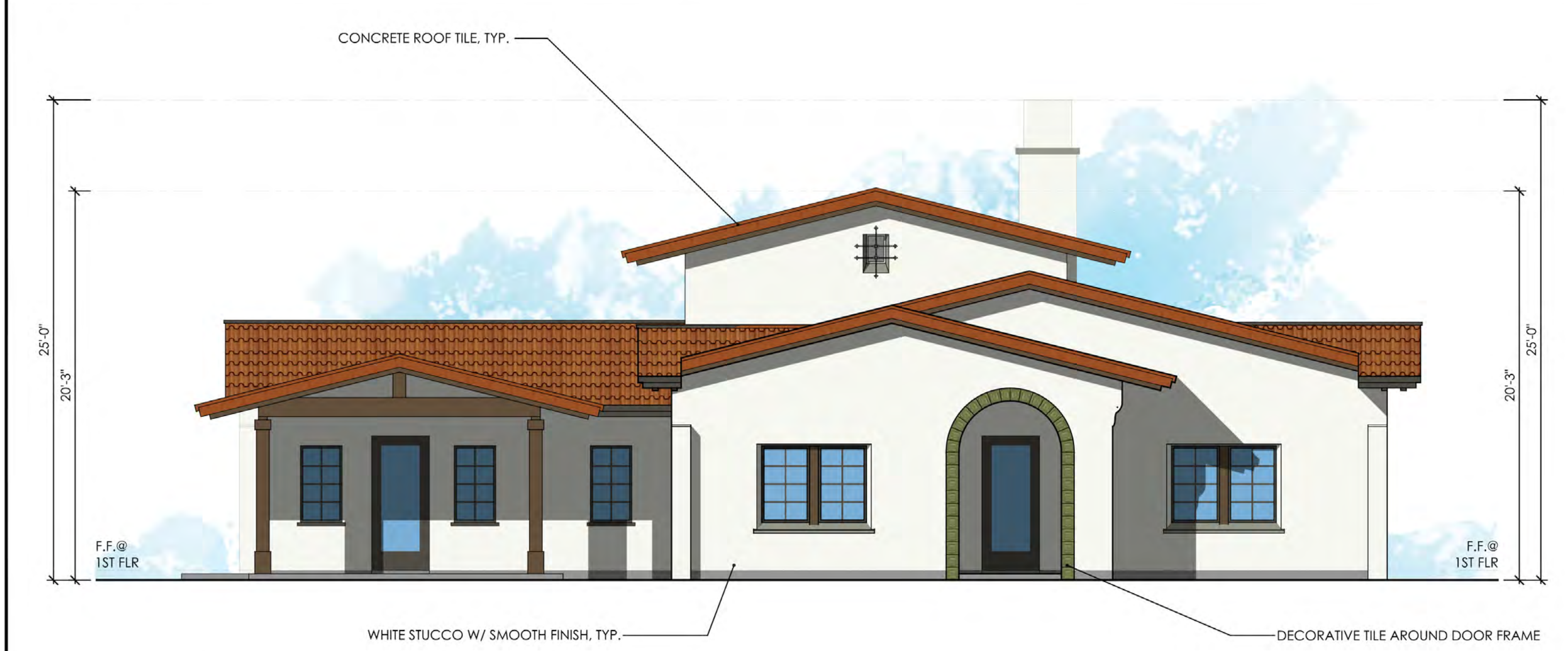
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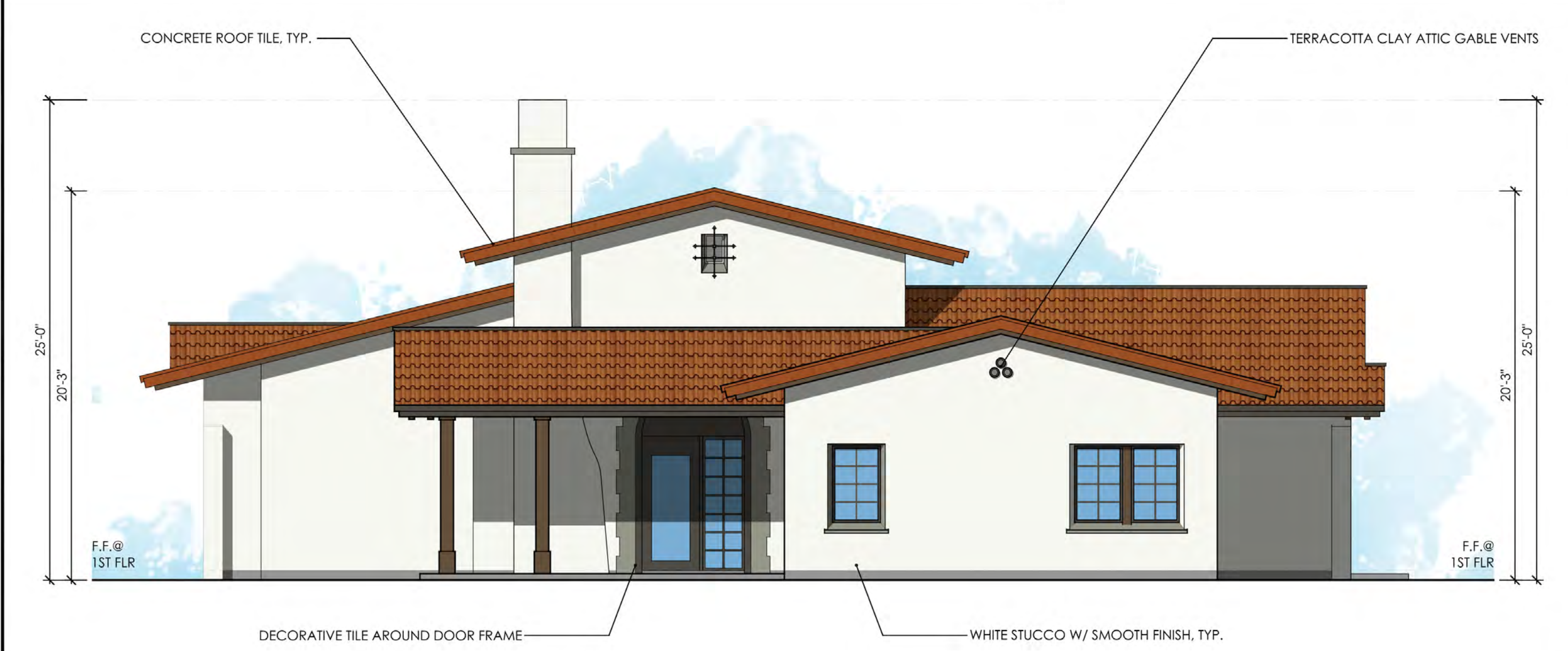
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3/16" = 1'-0"



2 MAIN BUILDING SOUTH ELEVATION
3/16" = 1'-0"



4 MAIN BUILDING WEST ELEVATION
3/16" = 1'-0"



3 MAIN BUILDING EAST ELEVATION
3/16" = 1'-0"

CEDGARCHITECTS
 ARCHITECTURE //
 BUILD //
 LANDSCAPE //
 // 401 e. columbia ave.
 pomona, ca 91767
 // 909.425.3916
 // cedgarchitects.com
 // info@cedgarchitects.com

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CONSULTANTS

PROJECT
**SAN ANTONIO WATER
 COMPANY NEW OFFICE AND
 OPERATIONS YARD FACILITIES**

**MAIN BUILDING
 CONCEPT
 ELEVATIONS**

REVISIONS

NO.	DATE	DESCRIPTION

DATE: 3/6/2024
 SCALE: AS NOTED
 JOB NO: 20220922
 DWN BY: CCW
 CHK BY: EGP

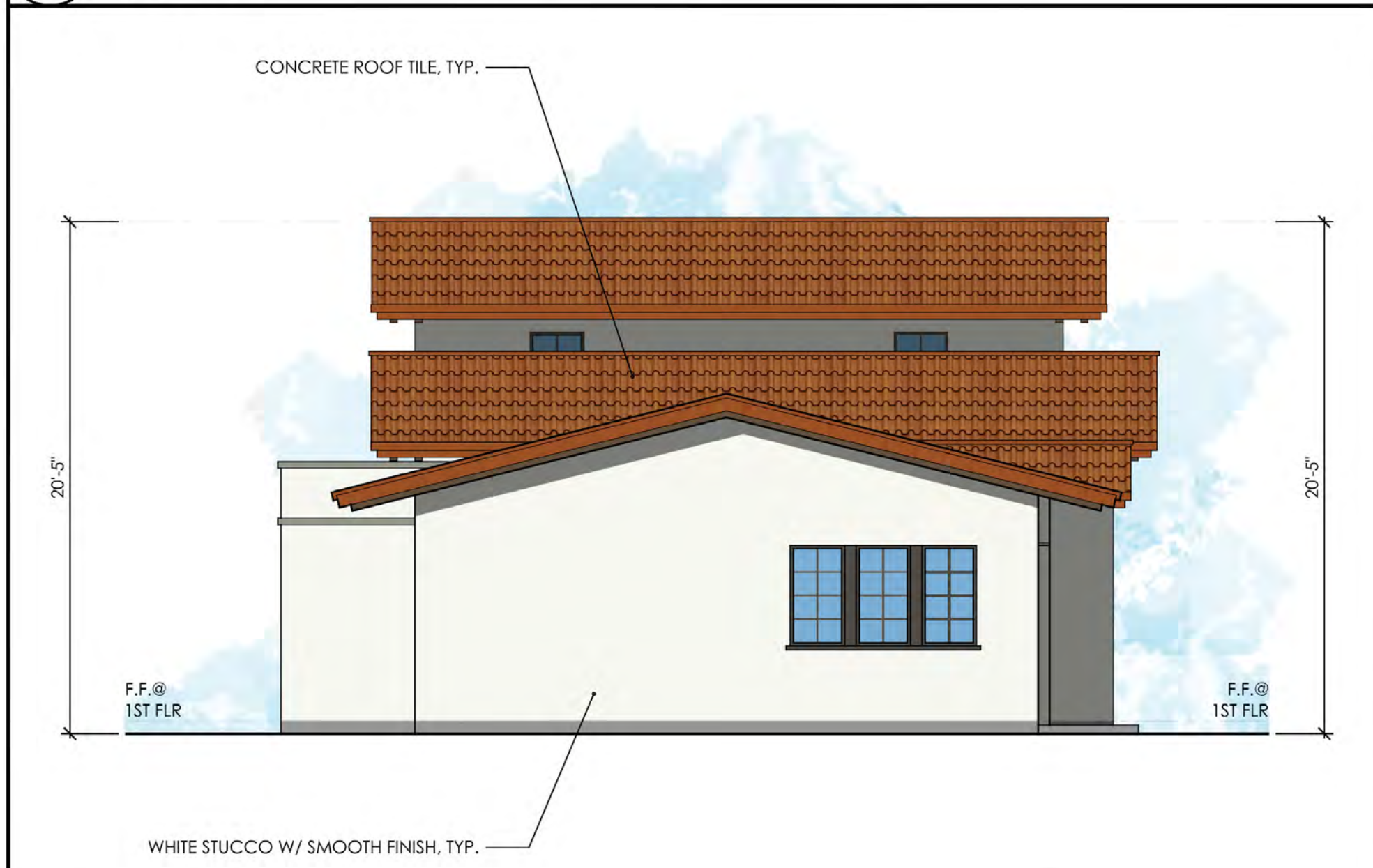
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A-3



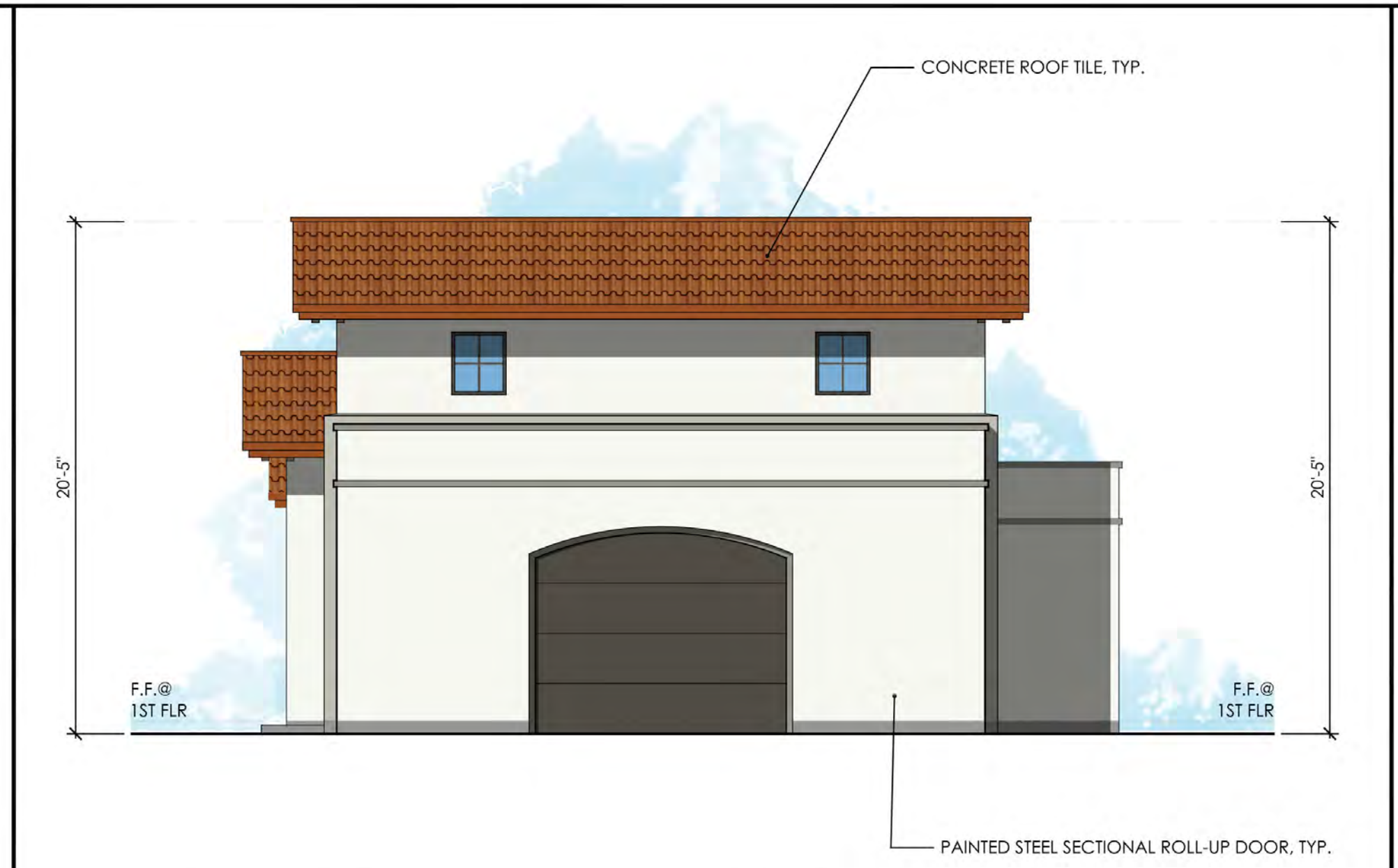
1 MAINTENANCE BUILDING NORTH ELEVATION
3/16" = 1'-0"



2 MAINTENANCE BUILDING SOUTH ELEVATION
3/16" = 1'-0"



4 MAINTENANCE BUILDING WEST ELEVATION
3/16" = 1'-0"



3 MAINTENANCE BUILDING EAST ELEVATION
3/16" = 1'-0"

CEDGARCHITECTS
 ARCHITECTURE //
 BUILD //
 LANDSCAPE //
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STAMP

CONSULTANTS

PROJECT
 SAN ANTONIO WATER
 COMPANY NEW OFFICE AND
 OPERATIONS YARD FACILITIES

MAINTENANCE
 BUILDING
 CONCEPT
 ELEVATIONS

REVISIONS

DATE: 3/6/2024
 SCALE: AS NOTED
 JOB NO: 20220922
 DWN BY: CCW
 CHK BY: EGP

SHEET NO.
A-5



CARLSBAD
CLOVIS
IRVINE
LOS ANGELES
PALM SPRINGS
POINT RICHMOND
RIVERSIDE
ROSEVILLE
SAN LUIS OBISPO

February 28, 2024

Erik Peterson, Architect
CEDG
401 E. Columbia Avenue
Pomona, CA 91767

Subject: Proposal to Prepare California Environmental Quality Act Documentation and Technical Studies for the Proposed San Antonio Water Headquarters at the Southeast Corner of East 20th Street and Flower Court (LSA Proposal No. 20240954.P000)

Dear Mr. Peterson:

LSA is pleased to submit this proposal to prepare California Environmental Quality Act (CEQA) documentation for the proposed San Antonio Water Headquarters at the southeast corner of East 20th Street and Flower Court Project (project) in Upland, California.

Based on LSA's understanding of the proposed project and familiarity with the surrounding area, LSA believes that an Initial Study/Mitigated Negative Declaration (IS/MND), supported by technical analyses, will be the appropriate environmental document to satisfy the requirements of CEQA for the proposed project. The proposed scope of work and budget, which is detailed below, reflects this level of effort. This scope of work is based on the assumption that the project will not result in significant unavoidable environmental impacts and that additional environmental analysis and documentation (beyond an IS/MND) will not be required. Should additional analysis be necessary, LSA will immediately coordinate with CEDG and San Antonio Water Company to determine the next steps.

During direct communication with you and the requirements outlined in the *Review of Preliminary Review Application No. 23-0003* letter dated November 20, 2023, provided by the City of Upland (City), LSA proposes to prepare the following technical studies to support the analysis of the project pursuant to current *State CEQA Guidelines*: a Air Quality and Greenhouse Gas Technical Memorandum, a Biological Resources Technical Memorandum, a Cultural Resources Assessment, and a Noise and Vibration Technical Memorandum. A Traffic Analysis will also be provided to support the traffic engineer, design, and CEQA analysis. This proposal assumes that the City will serve as the CEQA lead agency.

Preparation of the IS/MND will be staffed by **Amanda Durgen, Principal**, who will oversee the proposed project and provide quality assurance for all work undertaken, and **Dena Giacomini, Senior Environmental Planner**, will serve as the Project Manager. Ms. Durgen and Ms. Giacomini will be supported by LSA staff technical specialists. LSA can provide a statement of qualifications to ensure compliance with the City's standards upon request.

Provost & Pritchard will be a subconsultant to provide preliminary engineering and land surveying services for the project. These services are outlined in Task 5.0, below.

PROJECT UNDERSTANDING

We understand that you are working with the owner, San Antonio Water Co. (SAWCO) to develop an existing undeveloped portion of land into the new SAWCO headquarters at the southeast corner of 20th Street and Flower Court (Assessor's Parcel Number 1044-091-22). The architect has received a comment letter from the City of Upland's Development Services Department (dated November 20, 2023) that requires, among other things, preliminary site grading and drainage design to support the CEQA findings.

The overall proposed project includes two new buildings, a driveway from the intersection of Campus Avenue and 20th Street resulting in a four-way intersection, a vehicle gate, a solar cover over the employee parking area, an associated visitor parking area, and landscaping.

To comply with the City's General Plan and zoning regulations, the project will require a General Plan amendment and a zone change. Currently, the project site has a Single-Family Residential Low (SFR-L) General Plan designation and is within the Single-Family Residential 76,500 (RS-7.5) zone. The proposed use is not currently permitted at the site. LSA assumes that the City will address the updates to the General Plan and zoning regulations with the support from the CEQA document and technical studies outlined below.

SCOPE OF WORK

LSA proposes to complete the following scope of work for CEQA compliance and preparation of an IS/MND, as discussed below.

Task 1.0: Project Initiation

Task 1.1: Project Kickoff Meeting

LSA will participate in a kickoff meeting via teleconference to initiate the project. The kickoff meeting will:

- Establish protocols for product review, communication, and coordination with all participants.
- Confirm the City's preferred format and structure for the IS/MND.
- Establish a mutual understanding of the environmental documentation objectives and key issues and explore community and City concerns regarding the project.
- Obtain relevant and available project description information.

Task 1.2: Project Description

LSA will prepare a project description for use in the technical analyses and IS/MND, which will include the location and characteristics of the project site, the project background, proposed project components, and required City approvals. LSA will prepare a location map and graphics illustrating the project site, based on provided materials. LSA will provide an electronic copy of the draft project

description to the team for review and comment. Following receipt of one set of consolidated nonconflicting comments, LSA will prepare a final project description for distribution to the technical specialists prior to beginning their analyses. The overall schedule and budget are based on the assumption that the project description will be finalized during the project initiation task and that substantive changes to the project description will not be made later in the process.

Deliverable

- Draft and Final Project Description

Task 2.0: Technical Analyses

LSA will prepare the following technical analyses to support the proposed environmental documentation, engineering and design, and the City's compliance requirements.

Task 2.1: Air Quality and Greenhouse Gas Technical Memorandum

The following scope of services identifies the tasks LSA will undertake to prepare an Air Quality and Greenhouse Gas Emissions Impact Technical Memorandum for the proposed project. The proposed project would generate construction emissions and potentially would generate long-term operational emissions in the project vicinity. This increase could contribute to existing air pollution and has the potential to exceed regional air emission thresholds established by the City of Upland and the South Coast Air Quality Management District (SCAQMD). Construction activities associated with development could increase concentrations of particulate matter and toxic air contaminants. Construction of the proposed project would also generate greenhouse gas (GHG) emissions. Typically, an individual project does not generate sufficient GHG emissions to influence global climate change significantly on its own; therefore, the issue of global climate change is cumulative in nature. The proposed project would generate GHG emissions that would cumulatively contribute to global climate change.

Following SCAQMD's CEQA guidelines, LSA will prepare a draft Air Quality and Greenhouse Gas Technical Report Memorandum to identify existing air quality conditions and potential impacts resulting from the proposed project, by undertaking the following subtasks.

- **Describe Existing Environmental Setting:** LSA will provide a brief summary of information related to air quality and global climate change along with the climate/meteorological conditions in the project vicinity.
- **Describe the Existing Regulatory Framework:** The existing regulatory framework for air quality and global climate change will identify applicable federal, State, and City of Upland policies, regulations, and programs.
- **Determine the Project's Consistency with Adopted Plans.** LSA will review adopted plans related to clean air and the reduction of GHG emissions in California, the SCAQMD, and Upland, and determine the project's consistency with these plans.

- **Assess Project Construction Emissions.** Construction activities associated with the proposed project would generate increased particulate emissions associated with demolition, site preparation, grading, soil hauling, and other construction activities on the project site. Construction equipment exhaust would also be a source of air pollution. LSA will calculate the regional construction emissions using the California Emissions Estimator Model version 2022.1 (CalEEMod).
- **Assess Project Operation-Period Air Quality Impacts.** The project may generate minimal new vehicular trips within the region. As applicable, regional emissions of criteria air pollutants associated with any new operations from vehicle trips will be calculated with CalEEMod. In addition, emissions associated with stationary sources, such as on-site energy consumption and landscaping equipment, will be estimated.
- **Conduct a Construction Health Risk Assessment:** Based on the anticipated construction activity and the proximity of nearby residential receptors, LSA will prepare a construction health risk assessment (HRA) that will summarize cancer risk, non-cancer risk (chronic and acute), and fine particulate matter (PM_{2.5}) concentrations and will compare the results of the HRA with the SCAQMD's recommended thresholds.
- **Assess Project Greenhouse Gas Emissions.** Using CalEEMod, LSA will provide a quantitative assessment of GHG emissions associated with all relevant sources related to the project, including construction activities, any new vehicle trips, energy consumption, water usage, and solid waste generation and disposal.
- **Identify Mitigation Measures.** LSA will identify, where necessary, practical mitigation measures to address any significant project or cumulative impacts. Mitigation measures designed to reduce the project's short-term construction and long-term air quality impacts to the extent feasible will be identified. LSA will provide both an evaluation of the potential mitigation measures and a discussion of their effectiveness.
- **Prepare the Memorandum.** LSA will submit one digital copy of the draft Air Quality and Greenhouse Gas Emissions Impact Technical Memorandum to the project team for review. Based on one set of consolidated City and client comments, LSA will prepare a final Air Quality and Greenhouse Gas Emissions Impact Technical Memorandum. The document will be submitted to the client as a PDF file.

Deliverable

- Draft and Final Air Quality and Greenhouse Gas Emissions Impact Technical Memorandum

Task 2.2: Biological Resources Assessment

The following details the scope of work required to conduct a Biological Resources Assessment (BRA). The analysis will address potential biological constraints to on-site development relative to

the requirements of CEQA, federal and California Endangered Species acts, and the potential existence of wetlands or other jurisdictional waters on the site.

Literature Review. LSA will conduct a literature review to identify sensitive species known or reported to occur within the project area. The literature review will include the California Natural Diversity Database, the United States Fish and Wildlife Service Information for Planning and Consultation, and the California Native Plant Society's Electronic Inventory. The review will also include Google Earth aerial imagery.

Biological Resource Survey. An LSA biologist familiar with the habitats and sensitive resources of the region will conduct a general on-site field survey.

Documentation. LSA will prepare a BRA report including a summary of the results of the literature review, biological resources survey, and an assessment of whether focused surveys are needed. The following details the scope of work.

- A summary of survey methodology and results
- Representative site photographs
- A list of species observed during the site visit
- A discussion of plant communities and mapped soils

The BRA will include an assessment of the potential habitat value for any threatened or endangered species, and identification of any focused species surveys that may be necessary (this scope of services does not include focused species surveys); a discussion of areas that may potentially be considered jurisdictional wetlands, waters of the United States, or streambeds, as defined by the United States Army Corps of Engineers, the Regional Water Quality Control Board, and the California Department of Fish and Wildlife, respectively; a discussion of direct, indirect, and cumulative impacts of the proposed project to sensitive biological resources; and graphics and maps as needed to show the project location and vicinity and locations of any biological resources or habitat areas on the site that may require additional study or review for CEQA compliance.

This scope and cost estimate anticipates up to one round of review/revisions on the report. The report will be provided as an electronic draft in PDF. The PDF will include all text, graphics, and supporting appendices. If additional rounds of comments and/or additional coordination with the client are required, a budget augment will be necessary to complete the additional work.

This scope does not include the completion of any focused species survey, arborist evaluation, or jurisdictional delineation. If requested, LSA will provide a contract amendment to complete any such documentation.

Deliverable

- Draft and Final Biological Resources Assessment Report

Task 2.3: Cultural Resources Assessment

Record Search. LSA will conduct a cultural resources record search at the South Central Coastal Information Center at California State University, Fullerton and a pedestrian archaeological survey for the project area. The estimate for this task is predicated on anticipated negative findings for archaeological resources. If archaeological resources are identified, LSA will advise the client and prepare a budget augment request. Preliminary research indicates there is one historic-period (50 years of age or older) structure (a water tank) within the project area. An LSA architectural historian will conduct archival research to determine the structure's dates of construction and alterations, identify people and events associated with the structure, and develop relevant historic contexts for the property.

Field Survey. LSA will complete an intensive-level field survey of the historic-period structure. It will include photographing the structure and related features and making detailed notations regarding the historic-period structure's character-defining features, integrity, and condition. Safe access to the property may be required. The historic-period structure will be documented and evaluated for historical significance on State Department of Parks and Recreation (DPR) 523 forms using the California Register of Historical Resources criteria and the criteria listed in the City's Historic Preservation ordinance (Chapter 17.26). LSA stipulates that a maximum of one historic-period resource (the water tank) will be evaluated. In the event additional resources require evaluation, LSA will advise the client and prepare a contract amendment. LSA will also conduct an archaeological field survey to identify and document previously unrecorded resources and to update records of known resources in accordance with guidelines established by the State of California Office of Historic Preservation.

Assembly Bill 52 Letters. At the City's direction, LSA will provide assistance with Assembly Bill (AB) 52 consultation: obtain the results of a Sacred Lands File search and list of Native American tribes and representatives designated for consultation from the Native American Heritage Commission, either send notification letters on the City's behalf to each designated tribe/representative regarding the project, or provide the letters in draft form for the City's use, and compile an administrative record of the results of initial notification. **Please note:** LSA stipulates that (with the exception of the initial contact letters) the government-to-government consultation with the tribes/Native American representatives regarding cultural resources, tribal cultural resources, Traditional Cultural Properties or any project-related tribal cultural heritage concerns will be conducted entirely by the City (unassisted).

Documentation. LSA will prepare a combined report for archaeological and built environment resources. The report will include research and field methods and results, prehistoric and historic contexts, a significance evaluation, and conclusions and recommendations. The DPR forms will be attached to the report. If the historic-period resource is evaluated as historically significant, an impacts assessment may be required. In that event, a separate scope, budget, and schedule will be required. This scope includes budget for one round of minor (8 hours or less to address) comments from the client/reviewing agency (this does not include third-party review).

Deliverables

- Draft and Final Cultural Report
- Draft and Final AB 52 Letters

Task 2.4: Noise and Vibration Impact Analysis

LSA will prepare a Noise and Vibration Impact Analysis that quantifies existing ambient noise levels in the area, summarizes applicable regulatory criteria, assesses the potential for future noise impacts, and identifies noise reduction measures to avoid or minimize noise impacts. The Noise Impact Analysis will be completed by undertaking the following subtasks.

- **Describe the existing regulatory framework.** LSA will identify applicable State and City noise criteria for the project area and will discuss General Plan noise policies and Noise Ordinances. LSA will also provide a summary of the fundamentals of noise and vibration. Noise level standards for the proposed land uses will be identified.
- **Characterize existing noise environment.** Based on the project location, the dominant noise sources in the project area are traffic noise on the Foothill Freeway and operations at the concrete manufacturing site to the northeast. LSA will conduct up to two long-term noise measurements with a minimum duration of 24 hours at the project site and within the surrounding area. These measurements will help identify the existing noise levels and help to calibrate the modeling of future noise level impacts.
- **Assess short-term construction noise impacts.** Noise levels generated from project construction will be evaluated based on the equipment expected to be used, its distance to existing adjacent off-site uses, the length of a specific construction task, the equipment power type (gasoline or diesel engine), the load factor, and the percentage of time in use. LSA will use the Federal Highway Administration (FHWA) recommended equipment noise emission levels to describe construction noise levels in terms of maximum instantaneous noise levels (L_{max}) and hourly equivalent continuous sound levels (L_{eq}). Potential construction noise impacts will be assessed based on the City's Municipal Code.
- **Assess short-term construction vibration impacts.** Vibration levels generated from project construction will be evaluated based on the equipment expected to be used and its distance to existing adjacent off-site structures. Federal Transportation Administration (FTA) recommended equipment vibration levels will be used to describe construction vibration levels in terms of the peak particle velocity (PPV, measured in inches per second [in/sec]) for potential building damage and vibration velocity decibels (VdB) for potential human annoyance. Potential construction vibration impacts will be assessed based on the sensitivity of the area directly adjacent to the project site and the FTA recommendations.
- **Calculate project and cumulative noise impacts.** Based on the estimated increase in vehicle trips, LSA will evaluate noise impacts from project-related and cumulative vehicular trips using the FHWA noise modeling program. Model input data will include average daily traffic levels,

day/night percentages of automobiles, medium and heavy trucks, vehicle speeds, ground attenuation factors, and roadway widths. Projected future noise levels along selected roadway and highway segments will be provided in a table format to show the relationship between vehicle-related noise and distance from the roadway.

- **Assess long-term operational noise impacts.** In addition to analyzing project-related traffic noise impacts, LSA will qualitatively assess noise impacts associated with project-related stationary source noise, such as parking lot activities and heating, ventilation, and air conditioning (HVAC) equipment.
- **Identify noise reduction measures.** If necessary, LSA will identify practical measures to address any potential project-level or cumulative-level noise impacts. Any measures necessary to reduce the project’s short-term construction and/or long-term impacts to acceptable noise levels will also be identified. Both an evaluation of the potential measures and a discussion of their effectiveness will be provided.

LSA will submit one digital copy of the Noise and Vibration Impact Analysis to the project team for review. Based on one set of comments, LSA will prepare a final Noise and Vibration Impact Analysis.

Deliverable

- Draft and Final Noise and Vibration Impact Analysis

Task 2.6: Traffic Analysis

Level Of Service Analysis For General Plan Consistency. The scope of work has been prepared based on LSA’s recent experience of working on transportation studies in Upland, and the City’s comment letter pertaining to CEQA studies requirements for the project. As such, the scope has been prepared per the City of Upland Traffic Impact Analysis Guidelines (TIA Guidelines), dated July 2020. Based on LSA’s understanding of the project and the requirements of the City, the TIA would include two components: (1) a Level of Service (LOS) Analysis for General Plan consistency purposes and to determine the effect of the proposed driveway at the intersection of Campus Avenue/20th Street, and (2) a Vehicle Miles Traveled (VMT) Screening Analysis and an Active Transportation and Public Transit Analysis for CEQA requirements.

The LOS analysis will include a detailed analysis of traffic operational issues related to the project. Based on the City’s TIA Guidelines, an LOS analysis is required for projects forecast to generate 100 or more peak-hour trips without consideration of pass-by trips. Based on the project description and preliminary trip generation, it is LSA’s understanding that the project is not anticipated to generate 100 or more gross peak-hour trips. However, based on comments provided by City staff, a LOS analysis will need to be prepared to determine the potential operational issues concerning the project driveways, including the driveway connecting at the intersection of Campus Avenue/20th Street. The primary objective of the analysis will be to study and determine potential traffic operational issues within the project vicinity and at the project driveways.

The LOS analysis will address existing traffic conditions, future traffic forecasts, traffic operational issues, and improvements, and will be prepared for submittal to the City. The analysis will be prepared per the City's TIA Guidelines and based on discussion with City staff. Per the City's TIA Guidelines, the LOS analysis will address traffic conditions under the following scenarios:

- Existing conditions
- Project opening year without project conditions
- Project opening year plus project conditions
- Horizon year without project conditions
- Horizon year plus project conditions

Traffic conditions in the TIA will be examined for the weekday daily as well as a.m. and p.m. peak-hour conditions. The a.m. peak hour is defined as the 1 hour of highest traffic volumes occurring between 7:00 and 9:00 a.m. The p.m. peak hour is the 1 hour of highest traffic volumes occurring between 4:00 and 6:00 p.m.

Coordination with City Staff. Prior to preparation of the TIA, LSA will prepare a scoping agreement letter for submittal to the City's Traffic Engineer to:

- Verify study area boundaries, analysis intersections, and roadway segments.
- Determine the appropriate project opening year and cumulative projects to be examined in the TIA, specifically the project south of Campus Avenue/20th Street.
- Verify the acceptability of traffic analysis assumptions, such as the a.m. and p.m. peak hours, project trip generation, and trip distribution patterns.
- Identify any other traffic issues that the study will need to address.

LSA anticipates that the TIA will examine the intersections of Campus Avenue/20th Street and Winston Court/20th Street, and no roadway segments. Additionally, LSA assumes that the analysis will need to include up to 10 approved and pending development projects. LSA will obtain information regarding cumulative projects from City staff and adjacent jurisdictions. If City staff requires additional intersections, roadway segments, cumulative projects, or operational issues that are not covered in this scope, it may be necessary to adjust the scope of work and budget.

Data Collection and Site Visit. LSA requires the following data to prepare the traffic analysis for the proposed project:

- **Site Visit:** LSA staff will visit the project site and gather information about lane geometrics, roadway widths, etc.
- **Intersection and Roadway Segment Traffic Counts:** LSA will obtain existing peak-hour intersection turning movement counts for study intersections and roadway segments.

- **Improvement Plans for Area Roadways:** LSA will obtain available plans for the improvement of study area roadways from the City's Engineering Division.
- **Information on Cumulative Projects:** LSA will contact City staff and adjacent jurisdictions (if required) to obtain information regarding approved and pending projects in the project vicinity so that traffic generated by those projects may be incorporated into the TIA.

Existing Traffic Conditions. Existing a.m. and p.m. peak-hour traffic conditions and LOS will be assessed for study area intersections. LSA will calculate intersection LOS using the appropriate Highway Capacity Manual 7th Edition analysis methodologies as recommended in the TIA Guidelines. Intersection LOS analysis will be performed using the Synchro 12 software.

Project Opening Year Traffic Conditions. Traffic volumes for project opening year without project traffic conditions will be developed by applying an ambient growth rate to existing traffic volumes and by adding traffic volumes from approved and pending projects in the vicinity of the proposed project. The growth rate will be determined based on consultation with City staff. Information regarding cumulative projects will be obtained from City staff and adjacent jurisdictions. For the purposes of this scope, LSA anticipates that the analysis will need to include up to 10 approved and pending projects. LSA will calculate the resulting intersection LOS using the previously discussed methodologies.

Horizon Year Traffic Conditions. Traffic volumes for horizon year without project traffic conditions will be developed using the San Bernardino Transportation Analysis Model. LSA has this model in-house and will run it to obtain the required model plots. The methodology to develop horizon year without project traffic volumes at study intersections and roadway segments will be consistent with the San Bernardino County Transportation Authority (SBCTA) procedures for post-processing of modeled traffic volumes. The resulting intersection LOS will be calculated using the previously discussed methodologies.

Project Trip Characteristics and Changes to Traffic Patterns. LSA will develop weekday project a.m. and p.m. peak-hour trip generations using rates from the Institute of Transportation Engineers (ITE) Trip Generation Manual (11th Edition) or other approved sources. As a conservative approach, trip credits will not be considered for the existing on-site uses. Project trips will be distributed based on regional roadway network, location of residential, commercial, and other land uses in relation of the proposed project, and in consultation with City staff. The project distribution at each study intersection and roadway segment will be applied to the trip generation to obtain the corresponding project trip assignment.

Plus Project Traffic Conditions. Effects of project traffic will be evaluated by adding the project trip assignment to the project opening year and horizon year without project traffic volumes. The resulting intersection LOS will be calculated using the previously discussed methodologies.

Safety and Operational Improvements Analysis. LSA will compare intersection LOS without the project to the intersection and roadway segment LOS with the project for each of the analysis scenarios to determine potential project operational issues and deficiencies. Determination of the

project operational issues/deficiencies will be made based on the operational deficiency criteria stated in the City's TIA Guidelines and the SBCTA Congestion Management Plan (CMP). Operational improvement measures will be identified to offset project operational deficiencies. Improvement measures may include intersection turn lanes, signage, or signalization. The LOS with recommended improvements will be calculated and summarized, along with a comparison of the LOS without improvements.

AWSC and Signal Warrant Analysis. LSA will conduct peak-hour all-way stop control (AWSC) and signal warrant analysis for the study intersections to determine if either would be recommended as an improvement. Hourly daily traffic volumes approach volumes for the study intersection will be examined to determine whether an AWSC may be warranted per the criteria defined in the latest California supplement of the Manual on Uniform Traffic Control Devices (CA-MUTCD). Peak-hour approach volumes for the study intersection will be examined to determine whether signalization may be warranted per the criteria defined in the latest CA-MUTCD.

Fee Plans/Fair-Share Contributions. A fair share percentage will be calculated for intersection improvements recommended in the TIA that are not included in the City's Development Impact Fee program or the SBCTA Nexus Study Fee program. The percentage of fair share for the project will be calculated at each location using the total trips generated by the project divided by the total "new" traffic, which is the net increase in traffic volumes from existing to horizon year conditions.

Fair-Share Cost Calculations (if Required). LSA will calculate the cost of improvements using verifiable cost estimates from reliable and recognized sources, such as the CMP guidelines. The fair-share cost of improvements for study intersections and roadway segments will be calculated by multiplying the total estimated cost of improvements with the respective fair-share percentages.

Project VMT Screening Analysis. Senate Bill 743 required changes to CEQA regulations introducing VMT as the new metric for determining project traffic impacts. Per the City's TIA Guidelines, the project may be screened out because it is anticipated to generate fewer than 250 daily vehicle trips. LSA will submit a budget augment if the City requires a detailed VMT analysis.

Active Transportation and Public Transit Analysis. The TIA will include an analysis of potential project impacts on public transit, bicycle, and pedestrian facilities. Significant impacts would be determined based on whether the project conflicts with adopted policies, plans, or programs for these facilities, or whether the project decreases the performance or safety of these facilities.

Deliverables

- Draft and Final Traffic Analysis Report

Task 3.0: Initial Study/Mitigated Negative Declaration

Task 3.1: Administrative Draft Initial Study

LSA will prepare a comprehensive IS consistent with the current *State CEQA Guidelines*, using the checklist provided in Appendix G. LSA will prepare the IS using the project description prepared

under Task 1.2, above, and based on the findings of the Design Plans, Geotechnical Study, LSA-prepared technical studies (Task 2.0, above), and independent analysis. Standard conditions and regulations will be applied wherever possible to reduce impacts to a level of less than significant, and comprehensive mitigation measures will be identified as necessary.

LSA will prepare an Administrative Draft IS/MND and submit it as an electronic copy for review and comment. LSA's budget assumes one set of consolidated, noncontradictory comments from the City. LSA will work proactively to identify and address project concerns during the preparation of the Administrative Draft IS/MND to minimize the need for future revisions. This scope and budget does not include review of the IS or technical studies by attorneys or third-party reviewers.

LSA anticipates that mitigation measures may be required; however, an Environmental Impact Report (EIR) would be required if the IS and supporting technical studies identify environmental impacts that cannot be mitigated to levels below thresholds of significance pursuant to CEQA. If an EIR is required, LSA would immediately notify the team to review the circumstances and investigate potential scenarios, including possible redesign of project components, to proceed with the environmental review. To proceed with preparation of an EIR, LSA would request an amendment to this scope and budget to account for the additional environmental services necessary to comply with CEQA. The IS would be used to screen out the environmental factors determined not to require mitigation, and LSA would prepare a focused EIR that would address only those environmental factors determined to require mitigation, including the factors that cannot be mitigated to levels below significance thresholds, pursuant to a contract amendment.

Task 3.2: Draft Initial Study/Mitigated Negative Declaration

LSA will make any minor necessary revisions to the Administrative Draft and prepare a Screencheck Draft IS/MND for approval by the City. LSA will make any minor necessary revisions to the Screencheck Draft IS/MND to prepare the Public Review Draft IS/MND. LSA will prepare all the necessary forms for circulating the IS/MND to the public and resource agencies. LSA will use standard forms or those provided by the City, whichever is preferred.

The IS/MND would circulate for the full 30-day public review period. As part of this task, LSA will prepare a Notice of Intent (NOI) to Adopt the Mitigated Negative Declaration, Notice of Completion (NOC), and State Clearinghouse Summary Form and submit these materials along with the IS/MND to the State Clearinghouse in electronic format. This scope and cost estimate assumes the City will be responsible for generating the distribution list, for publishing the NOI in local newspaper(s), and/or noticing adjacent/nearby property owners. If requested, LSA will file the NOI with the San Bernadino County Clerk-Recorder. LSA will distribute the IS/MND, NOI, NOC, and Summary Form to the State Clearinghouse electronically and to agencies/organizations on the City provided distribution list via certified mail (return receipt). LSA will provide the City evidence of all mailings and postings related to the distribution of the IS/MND.

To minimize print and distribution costs, to the extent feasible, distribution pursuant to the City's mailing list will consist of the NOI containing a weblink that would direct reviewing parties to the Draft IS/MND and all supporting technical studies on the City's website.

Task 3.3: Public Review/Response to Comments

Upon closing of the public review period, LSA will prepare responses to public and agency comments received regarding the Public Review Draft IS/MND. Once draft responses to comments have been completed, they will be submitted to the City for review and approval. As it is not possible to predict the number and/or extent of public comments that an IS/MND could receive, this scope/budget assumes a modest number of comments and will provide responses to 3 comment letters. In the event a large volume of comment letters are received, or if additional technical work is required, additional time and budget may be required. The response to comment document will be included as an appendix to the Final IS/MND.

Task 3.4: Mitigation Monitoring and Reporting Program

If mitigation measures are identified, LSA will also prepare a Mitigation Monitoring and Reporting Program (MMRP) in accordance with *State CEQA Guidelines* Section 15097 for use in ensuring implementation of the mitigation measures for the project. The mitigation measures will be included in a matrix checklist format for ease in tracking and will be included as an appendix to the Final IS/MND.

Task 3.5: Final Initial Study/Mitigated Negative Declaration

Based on a single set of consolidated and noncontradictory comments from the City on the Administrative Final IS/MND, LSA will prepare a Final IS/MND. As noted above, the Final IS/MND will include the response to comments and the MMRP as appendices.

Following approval of the project and adoption of the MMRP, LSA will prepare the required Notice of Determination (NOD) within 5 days of City approval/adoption and filed electronically with the State Clearinghouse. LSA assumes that the City will be responsible for filing the NOD with the San Bernardino County Clerk-Recorder and will provide payment for the Environmental Filing Fee to the California Department of Fish and Wildlife, as well as any filing fees at the time the NOD is filed.

Deliverables

- Administrative Draft IS/MND
- Screencheck Draft IS/MND
- Public Review Draft IS/MND
- Draft and Final MMRP
- Final IS/MND
- NOI, NOC, and NOD Documents

Task 4.0: Project Management And Meetings

Task 4.1: Project Management

LSA will undertake a variety of general project management tasks throughout the IS/MND and environmental analysis preparation period and will coordinate with the CEDG Inc., San Antonio Water Company, and the City as needed. LSA Project Manager **Dena Giacomini** will be the primary

contact and will coordinate the day-to-day activities associated with the project. Principal in Charge **Amanda Durgen** will ensure quality control for all work undertaken and will review all prepared text, tables, and graphics before these materials are presented to the City. Project management tasks include regular client contact; contract management; oversight of project team members; monitoring the scope, budget, and schedule; and development of products.

Task 4.2: Project Coordination Meetings

Dena Giacomini will be available throughout the environmental review process to meet with the project team to gather information, review progress, review preliminary findings, discuss City staff comments, offer input into discussions on project modifications, and consult on CEQA procedural matters. In addition to the initial kickoff teleconference (included in Task 1.0), this scope also assumes up to eight teleconferences approximately 1 hour in duration each. This scope of work does not include participation in public meetings, public hearings, or public workshops. However, if authorized, LSA can participate in project-related public meetings and/or public workshops on a time-and-materials basis.

Task 5.0: Provost & Prichard Engineering and Survey

Geotechnical Investigation. This work will be provided by our sub-consultant Provost & Prichard. In general, their investigation and report will support the drainage, site and building design for the project.

Deliverable

- Preliminary Geotechnical Report

Topographic and Boundary Survey. This work will be provided by our sub-consultant Engineering Resources of Southern California, Inc. and their proposal is attached for reference. In general, their work will provide the basis for preliminary grading design and construction level documents. It is anticipated that the optional record of survey will be required.

Deliverables

- Survey in CAD (.dwg) and PDF
- Record of survey

Preliminary Engineering. In general, this phase will consist of preparing preliminary (30 percent schematic design level) grading, drainage and site utility (water and sewer) plans. Tasks under this phase will include:

- Preliminary Grading and Drainage design based on site plan prepared by Architect over the site
- A topographic survey
- Preparation of hydrologic calculations of the existing and proposed site conditions

- Preparation of hydraulic calculations of the proposed drainage features
- Coordination of stormwater retention/biofiltration basin design with the architect and the landscape architect
- Conduct utility research to obtain information on existing utilities in the vicinity of the project site
- Prepare a preliminary site utility plan showing water and sanitary sewer service connections to the project site
- Prepare preliminary Water Quality Management Plan.

Provost & Prichard Assumptions

- This proposal is based on the most recent site plan prepared by CEDG on February 1, 2024.
- This proposal is based on the City of Upland's Preliminary Review Application comment letter dated November 20, 2023 for PRA No. 23-0003.
- Items to be provided by the Client:
 - Site Plan in AutoCAD (dwg) format.
- Provost & Pritchard CAD standards and title block will be used for the design of this project.
- Provost & Pritchard's current CAD version will be used.
- Coordination meetings will be held via Teams/Zoom; no in-person meetings will be held.
- We will address one round of agency plan review comments; additional comments may require additional scope and fee.

Deliverables

- Preliminary Grading and Drainage Plan
- Preliminary Site Utility Plan
- Hydrology and hydraulics calculations
- Water Quality Management Plan

SCHEDULE

LSA is available to commence work immediately upon receipt of a Notice to Proceed. LSA anticipates that the overall schedule will be agreed upon during the initial kickoff meeting and will be adhered to throughout the duration of the project.

COST ESTIMATE

LSA proposes to complete the scope of work as outlined in Tasks 1.0 through 5.0 based on the following cost estimate (Table A). LSA would not exceed this budget without prior authorization by the client.

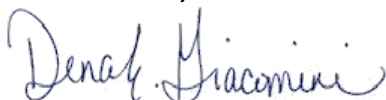
Table A: Cost Estimate

Tasks	Cost Estimate – Time and Materials Not to Exceed
Task 1.0: Project Initiation	
1.1: Project Kickoff Meeting	\$1,000
1.2: Project Description	\$3,700
Task 2.0: Technical Analyses	
2.1: Air Quality and Greenhouse Gas Technical Memorandum	\$9,700
2.2: Biological Resources Assessment	\$7,700
2.3: Cultural Resources Assessment	\$23,000
2.4: Noise and Vibration Impact Analysis	\$7,100
2.5: Traffic Analysis	\$14,500
Task 3.0: Initial Study/ Mitigated Negative Declaration	
3.1: Administrative Draft IS/MND and Screencheck	\$24,900
3.2: Draft IS/MND	\$7,250
3.3: Public Review/Respond to Comments	\$3,800
3.4: Mitigation Monitoring and Reporting Plan	\$800
3.5: Final IS/MND	\$3,800
Task 4.0: Project Management and Meetings	
4.1: Project Management	\$10,000
4.2 Project Coordination Meetings	\$4,600
Task 5.0 Engineering and Survey	
	\$108,300
TOTAL COST	\$230,150

As is always the case, we welcome the opportunity to discuss this proposal and determine if any changes need to be made to better meet your needs. We look forward to working with you. If you have any questions regarding this proposal, please contact me at (805) 316-7550 or at Dena.Giacomini@lsa.net.

Sincerely,

LSA Associates, Inc.



Dena Giacomini
Project Manager



DEVELOPMENT SERVICES DEPARTMENT
Telephone (909) 931-4130
Facsimile (909) 931-4321

November 20, 2023

Erik Peterson
401 E. Columbia Ave.
Pomona, CA 91767

SUBJECT: REVIEW OF PRELIMINARY REVIEW APPLICATION NO. 23-0003 FOR PROPOSED SAN ANTONIO WATER HEADQUARTERS LOCATED AT THE SE CORNER OF E. 20TH STREET AND FLOWER COURT (APN:1044-091-22)

Dear Mr. Peterson,

The purpose of this correspondence for your Preliminary Review Application is to provide you with general information on the regulations with which your project must comply, determine which planning entitlement permits must be obtained, describe the review process that applies to the proposed development, and to provide you with interpretations on how the City of Upland will apply code provisions to the proposed development.

As part of the review of your application, the City's Technical Review Committee met to discuss and review your proposed project. The City's Technical Review Committee is comprised of staff from the City's Planning Division, Public Works Department, Building Division and Police Department. Their comments/conditions are contained herein.

Submittal requirements and Processing:

1. The proposed project will require submittal of the following Planning Division Entitlement Applications (Attached):
 - a. General Plan Amendment (GPA)
 - b. Zone Change (ZC)
 - c. Development Plan Review (DPR)
 - d. Environmental Assessment Review (CEQA)

2. The following filing requirements shall be included with the official submittal:
 - a. Project plans including Site Plan, Floor Plan, elevations, grading and drainage, landscaping, walls and fences, lighting and photometric – 8 Sets
 - b. Elevations – at least 1 colored set
 - c. Preliminary WQMP – 3 Sets
 - d. Color Material Sample Board – 1 set

November 20, 2023

- e. Fire Master Plan, clearly and accurately dimensioned, at a scale of 1 inch = 20 feet depicting turning radius (inside radius of 20-feet and outside radius of 45-feet), drive isle lengths, fire lanes, hydrants, etc. – 1 Sets
- f. A written narrative of the proposed use and/or project.
- g. Two (2) copies of the TITLE REPORT showing legal vesting, lot description, easements and map of the property.
- h. Property ownership list and radius map as follows:
 - i. Two (2) sets of typed, gummed labels listing the names, addresses, and the Tax Assessor's Parcel Number of all property owners within 300 ft. of the exterior boundaries of the subject property; Notification shall be extended when less than ten properties are within 300 feet to include ten properties
 - ii. The list shall be obtained from the latest Equalized Assessment Rolls issued by the San Bernardino County Tax Assessor;
 - iii. Assessor's maps showing the subject site and all properties within 300 ft. of the exterior boundaries of the project site. The Assessor's pages shall be 11" x 17" with the appropriate radius clearly indicated in red;
 - iv. The completed Mailing List Certification Form.
- i. A notarized letter of authorization from the property owner(s) is required if the application is not being made by the property owner(s).
- j. Color photographs of the site.
- k. Digital copies of all above items on a flash drive.

3. Fees:

Review Process

- 4. Currently the project site has a Single-Family Residential Low (SFR-L) General Plan designation and is within the Single-Family Residential 76,500 (RS-7.5) zone. The proposed use is not currently permitted at the site, therefore, a General Plan amendment and Zone Change are required for the project.
- 5. The review process for the project is a City Council - Legislative Action process. Once the application is received, the Planning Manager will assign the project to the case planner. The planner will then route the plans to the "Technical Review Committee" (TRC) members. The TRC meeting will result in comments/corrections from Planning, Building and Safety, Public Works, Police and Fire, which will be provided to the applicant in the form of a completeness letter within 30 days of submittal. When the applicant revises the plans and resubmits, the planner will again route to TRC for review, with completeness/ comments being provided within 30 days. This process will be followed until the application is deemed complete. Once complete, the planner will begin the process for a Public Hearing with the Planning Commission. Planning Commission meetings occur the 4th Wednesday of every month. The Planning Commission will make a recommendation to the City Council, after which a public hearing with the City Council will be made. City Council meeting Occur Every 2nd and 4th Monday of the month. The City Council is the approval authority for this project.

November 20, 2023

6. Please note that the applicant must submit entitlement plans directly to the San Bernardino County Fire Department for review, approval and Conditions of Approval. Please find the attached fire submittal handout. All submittals are made online at <https://ezop.sbcounty.gov/>

Planning Division

The comments below indicate where some non-compliance may exist. This list is not comprehensive, but addresses the primary code requirements, and code sections that the projects plans may not comply with.

Site Plan Comments

Development Standard Compliance Table – After Zone Change

UMC Section	Development Standard	Project Provided	Compliance Yes/No	Comment/Remedy
17.08.030 B Table 17.08-2	Floor Area Ratio Max: 0.5	.07	Yes	
17.08.030 B Table 17.08-3	Front yard setback 15 ft.	152-feet	Yes	
17.08.030 B Table 17.08-3	Street Side yard setback 5-feet. Interior Side: No Requirement	300+ feet	Yes	
17.08.030 Table 17.08-3	Rear yard setback is 20 ft.	35-feet	No	Plans show 9 ft 10 in. Please revise.
17.08.030 B Table 17.08-3	Structure Height 45 ft. (max.)	Conceptual plans propose 30 ft.	Yes	Please provided actual elevation height at the time of submittal.
17.12	A landscape plan shall be provided that shows compliance with the City's landscape ordinance Upland Municipal Code.	Preliminary landscape plan shows the potential for compliance with the UMC. Please review UMC 17.12 to confirm compliance.	--	A landscape plan shall be provided that shows compliance with the City's landscape ordinance Upland Municipal Code. As well as design standards identified in 17.11.
17.11.030	On-Site Vehicle Parking Requirements Office: 1 per 400	18 Spaces Required – 36 Provided.	Yes	Please clarify will building be retail or restaurant drive- through?

	square feet plus 1 per 500 square feet of industrial space.			
17.11.040	The minimum number of motorcycle parking areas shall be provided as shown in Table 17.11-2 (Motorcycle Parking Requirements). One motorcycle parking area may count towards fulfilling the requirement for one automobile parking space.	Not provided	No	Parking for Motorcycles: two motorcycle parking spaces required
17.11.060 A	For the following uses, the number of short-term bicycle parking spaces shall be at least 10 percent of the number of required automobile parking space.	Not provided	No	Bicycle parking shall be outside of the public right-of-way and pedestrian walkways, in highly visible locations, and within 50 feet of a main entrance to the building it serves. See Figure 17.11-1. Provided short-term parking
17.11.060 B	Any establishment with 25 or more full-time equivalent employees shall provide long-term bicycle parking at a minimum ratio of one space per 20 vehicle spaces.	Not provided	No	Identify number of full time employees.

17.16.030	Outdoor Storage Maintenance C 6 A-J Non-Residential Lots/Parcels.	Not provided	No	Please identify proposed trash enclosures on site. See UMC Section: 17.16.030 C A-J. Plan submittal shall comply with 17.16.030 C A-J. Trash and storage enclosures for the warehouse buildings should be architecturally compatible with the project design. Landscaping should be used to screen and deter graffiti.
17.11.100 A.	Standard open parking stall spaces shall be 9 feet wide by 19 feet long.	Parking spaces are shown at 9-feet by 19-feet.	No	
17.11.100 (I)(4)(b)	Landscape islands shall be provided within each row of parking spaces so as to prevent more than ten vehicles from being parked side-by-side in an abutting configuration.	Landscape fingers/islands are required.	No	Add landscape fingers to the public parking lot.
17.11.100 (I)(6)(a)	Shade trees shall be provided within parking lots so that within 10 years of planting 50 percent of the parking area is shaded at the summer solstice (June 21).	Unknown	No	Provide exhibit showing shading.

Additional Site Plan Comments

7. Is the driveway closest to 20th street dead end necessary? Please clarify the use of this driveway. This driveway should be closed to allow room for additional grove area, and prevent traffic on 20th Street.
8. The proposed driveway from the intersection of Campus Avenue and 20th street will result in a 4-way intersection as another project is currently being constructed at this intersection. As a part of the traffic analysis, please provide a safety analysis of the intersection to determine if any stops signs are required.
9. Consider orienting the citrus grove to be 90 degrees from 20th street to mimic the orientation of the original citrus groves in the area.
10. The solar cover over the proposed employee parking shall be architecturally compatible with the proposed building (e.g. decorative columns or other features). The submittal shall include elevations of the proposed carports.
11. Identify the location of the trash enclosure on-site.
12. A vehicle gate shall be provided 40-feet from Campus Ave to prevent access. Signage shall also be included indicating "Employee Access Only" or similar language.

Design Comments

These comments are general, as the proposed design was preliminary.

13. The proposed carports shall be architecturally compatible with the proposed buildings. Provide elevations of the proposed carports.
14. The building design should incorporate architecture that utilizes changes in wall planes or varying height, changes in building materials and colors, a defined building façade that delineates the base, middle, and top of the building, defined entry to the building among other techniques to create visual appeal.
15. The building facades should include architectural features such as reveals, windows and openings, changes in parapet heights, color, texture, and material to add interest to the building elevation and reduce its visual mass.
16. The primary building entries should be readily identifiable and well defined through the use of projections, recesses, columns, roof structures, or other design elements.

CEQA

November 20, 2023

17. Upon review of the plans, the project appears to require the preparation of an Initial Study and Mitigated Negative Declaration (IS/MND). The following technical studies/analysis are required for the IS/MND:
- a. Air Quality Analysis.
 - b. Greenhouse Gas Analysis.
 - c. Biological Resources Analysis/Assessment.
 - d. Geotechnical Report
 - e. Hydrology Calculations
 - f. Water Quality Management Plan.
 - g. Traffic Analysis. Prior to preparation of the analysis, the traffic engineer should submit a scope of work for review by the Development Services Department and Public Works Department.
 - h. Additional studies determined to be necessary by the Development Services Director.
18. Please the attached environmental consultant list for consultants approved by the City. If another consultant is desired, the City may require a statement of qualifications to ensure the consultant meets the City's standards.

The items listed below shall be included on the plans referenced.

19. Site Plan

- a. Legal description of the property;
- b. Assessor Parcel Number;
- c. Adjacent streets and alleys by name;
- d. The location and dimension of all proposed parking areas and spaces;
- e. Any legal easements that cross the property or other pertinent legal features;
- f. Property lines and dimensions;
- g. Location of improvements within 100 feet of the site boundaries;
- h. Square footages and percentages of the project area for landscaping, paved areas, coverage by the building(s), floor area ratio, etc.;
- i. All building setbacks from all property lines;
- j. Street dedications and improvements;
- k. Existing or proposed medians within 100 ft. of site;
- l. Fire truck turning templates at driveways on site and the tracking of front and rear tires for the appropriate size truck for use or standard fire truck, (whichever is larger). Indicate design vehicle used for template;
- m. All existing and proposed utilities (i.e. boxes, backflow preventer, etc.) and fire hydrants; and
- n. All proposed gate locations onsite.

20. Landscaping Plan

- a. A landscaping plan which shows the proposed landscaping (trees, shrubs, and groundcover) with building footprints and parking areas shown as well;
- b. The location of the planting area;
- c. Number and general types of plants to be used;
- d. AB325 State water calculations & valve scheduling charts;
- e. Agronomic soils report with recommendations;
- f. Include the MAWA for the plans, including the calculations used to determine the MAWA and consistent with the Water Efficient Landscape Worksheet submitted for the project;
- g. Include the ETWU for the plans, including, the calculations used to determine the ETWU and consistent with the Water Efficient Landscape Worksheet submitted for the project;
- h. A compliance statement signed by the person who prepared the plans is provided on the title sheet for each set of the plans as follows:

“I am familiar with the requirements for landscape and irrigation plans contained in the City of Upland Water Efficient Landscape Regulations. I have prepared this plan in compliance with those regulations and the Landscape Design Manual. I certify that the plan implements those regulations to provide efficient use of water. Under penalty of perjury, I affirm that the foregoing is true and correct.”

21. Floor Plans

- a. Interior layout and dimensions of all floors;
- b. Finished floor elevations of ground floors;
- c. Show all rooms and their use;
- d. Provide exiting analysis to show compliance with California Building Code requirements;
- e. Building cross sections with vertical floor-to-floor/floor-to-roof dimensions.

22. Roof Plans

- a. Direction and pitch of all roof elements;
- b. Roofing material;
- c. Location and dimensions of all roof mounted equipment and required screening;
- d. Height analysis.

23. Elevations

- a. Detailed plans illustrating all proposed exterior features;
- b. Label the type of construction materials for each architectural feature;
- c. Label colors for each architectural feature;
- d. Label screening materials for roof mounted equipment including HVAC;
- e. All exterior elevations including those surrounding courts and patios;
- f. Indicate all architectural features. Indicate all features to be removed as dashed lines;
- g. Specify all materials to be used;

- h. Indicate the height of the highest wall and/or roof element, the height of any architectural features such as towers or cupolas, and the maximum height of freestanding walls or fences.

24. Section Details

- a. Cross sections of the building shall include existing and proposed grades from property line to property line;
- b. Longitudinal section of the building or buildings;
- c. Typical details of any architectural feature such as cornice bands, wall caps, railing including wrought iron, chimney detailing, wall detailing, fascias, and any decorative detailing.

25. Grading Plans

- a. Existing and proposed contours on- and off-site for 15 feet (2 feet interval may be required);
- b. Existing and proposed flow lines;
- c. All existing and proposed retaining walls with detailed information including top of wall and finished surface/grade on both sides of the wall;
- d. All top and tow of existing and proposed slopes;
- e. All existing and proposed terrace and down drains;
- f. All cross sections of manufactured cut and fill areas;
- g. All existing and proposed pad elevations;
- h. Cross sections from side property line to side property line and center line of street to rear property plus any impacted features on adjacent properties showing existing conditions and improvements;
- i. Clearly identify all ADA/Title 24 accessible paths of travel (private and public property) throughout the project on a preliminary grading/site plan;
- j. Existing improvements and trees shown in existing locations and note whether they are to remain, be relocated or removed.

Note: If required, rough grading plans shall be prepared and signed by a civil engineer registered in the State of California. Applicants must provide a soils and geology report prepared by a soils engineer and geologist registered in the State of California. Grading and drainage plans may be combined on one sheet provided the information remains clear.

26. Drainage Plans

- a. Flow lines;
- b. Retaining structures;
- c. Drainage facilities and structures;
- d. Hydrology and hydraulic calculations;
- e. Indicate whether the drainage facilities are to be publicly or privately owned and maintained.

Note: Drainage plans shall be prepared and signed by a civil engineer registered in the State of California. Grading and drainage plans may be combined on one sheet provided the information remains clear.

Additional Information

27. The applications must be typed or printed and filled in completely.
28. If the applicant is not the property owner, the property owner shall designate the applicant as the authorized agent to act on his/her behalf and both shall sign this application.
29. Proof of property ownership, e.g., deed, title insurance policy.
30. Chain of title indicating prior ownership and date of lot creation, Certificate of Compliance, or copy of recorded map.
31. A written narrative of the proposed use or project. The narrative shall contain the following minimum information: (a) Description of project and services, including proposed use, square footage, hours and days of operation, number of employees, and other information as appropriate. (b) Reasons for initiating this application. (c) Description of surrounding uses to the north, south, east and west. (d) Description of population served by the proposed use or project.
32. Include a development standard conformance matrix on the cover sheet of the site plan. The matrix shall include information on how the project complies with all aspects of the Zoning Code regarding setbacks, building height, site coverage, parking, landscaping, etc.
33. An electronic version (PDF) of the plans is required.

Public Works Department – Alan French, Principal Engineer 909-931-4235

34. Please show utility service connections.
35. Please show spot elevations.
36. Please see attached submittal preparation checklist for Public Works minimum guidelines.

Building Division – Tom Campbell Interim Building Official/Contract Plans Examiner, 909-931-4115

37. The applicant must show compliance with the 2022 Model Codes at the time of building permit submittal.

38. The applicant must submit a soils report at the time of building permit submittal.
39. Site ADA inspection report (CASp) will be required prior to final inspection.

-----End of Comments-----

We look forward to the full submittal of your project. If you have any questions or need any assistance, or would like to schedule a predevelopment meeting, please contact me by email at jwinter@uplandca.gov or by phone at (909) 931-4143.

Sincerely,

Joshua Winter

Joshua Winter
Senior Planner

Agenda Item No. 6

Item Title: Property, Casualty, Workers Comp and Cybersecurity Insurance Renewal

Purpose:

To review the Company’s annual insurance renewals.

Issue:

Should the Board ratify the renewal of our Insurance with JPRIMA?

Manager’s Recommendation:

Ratify renewal of Company’s annual Property and Casualty insurance.

Background:

In CY2016, California AB656 passed, allowing mutual water companies to work with public agencies to form a Joint Powers Risk Insurance Management Authority (JPRIMA).

The commercial package with JPRIMA runs from 4/1/24 to 4/1/25.

Following is a summary of past renewal premiums:

Policy Period	Premium	% of rate change
4/1/17 – 4/1/18	\$28,254	
4/1/18 – 4/1/19	\$27,547	- 0.02%
4/1/19 – 4/1/20	\$28,891	+ 5%
4/1/20 – 4/1/21	\$29,894	+ 3%
4/1/21 – 4/1/22	\$35,376	+18%
4/1/22 – 4/1/23	\$42,689	+17.5%
4/1/23 – 4/1/24	\$58,631	+37%
4/1/24 – 4/1/25	\$67,304	+15%

This year’s rates compared to last year’s rates:

	2023	2024	Diff.
Property	\$ 13,734	\$ 16,171	18%
Crime	\$ 750	\$ 990	32%
General	\$ 10,546	\$ 14,459	37%
Public Officials and Management	\$ 5,131	\$ 7,227	41%
Auto	\$ 11,183	\$ 12,824	15%
Cybersecurity	\$ NA	\$ 2,813	--
Excess	\$ 11,865	\$ 14,547	23%
JPRIMA Admin Fees	\$ 5,422	\$ 6,830	26%
TOTAL	\$ 58,631	\$ 75,861	29%

Just as last year, the increase in this year’s premium is due to the following:

- Increase in property and equipment values

- Increase in field payroll
- Premium loads for wildfire and inverse condemnation exposures

Our account manager states that Company specific premium increases account for about 5%. The remainder is marketplace driven.

Impact on the Budget:

Minimal. Premiums are at or near budget [budgeted \$78,000 and actual considered is \$75,861].

Previous Actions:

None.

FBI director warns that Chinese hackers are preparing to 'wreak havoc' on US critical infrastructure



Video Ad Feedback

FBI director warns that Chinese hackers are preparing to 'wreak havoc

01:01 - Source: [CNN](#)

<https://www.cnn.com/2024/01/31/politics/china-hacking-infrascture-fbi-director-christopher-wray>

“China's hackers are positioning on American infrastructure in preparation to wreak havoc and cause real-world harm to American citizens and communities, if or when China decides the time has come to strike,” Wray told the House Select Committee on the Chinese Communist Party.

Though cyber officials have long sounded the alarm about China's offensive cyber capabilities, Wray's dramatic public warning underlines the huge level of concern at the top of the US government about the threat Chinese hackers pose to critical infrastructure nationwide. The head of the National Security Agency and other senior US officials also testified on Chinese cyber activity in front of the panel Wednesday.



RELATED ARTICLE

Exclusive: Xi promised Biden China wouldn't interfere in 2024 election

“The truth is the Chinese cyber actors have taken advantage of very basic flaws in our technology. We have made it easy on them,” Jen Easterly, who leads the US Cybersecurity and Infrastructure Security Agency, told lawmakers.

“Unfortunately, the technology underpinning our critical infrastructure is inherently insecure because of decades of software developers not being held liable for defective technology. That has led to incentives where features and speed to market have been prioritized against security, leading our nation vulnerable to cyber invasion. That has to stop,” Easterly said.

The FBI and Justice Department have previously stressed their focus on preventing malign campaigns by the Chinese government and hackers.

CNN has reported that in recent months, federal law enforcement has used a court order to allow the Justice Department to remove malicious code from, or otherwise protect hundreds of devices in the US that are at the center of the Chinese hacking campaign targeting sensitive US critical infrastructure. Nevertheless, the hackers are believed to be deeply entrenched in US infrastructure.

The move by the Justice Department and FBI is part of a broader, government-wide attempt to blunt the impact of a persistent Chinese hacking effort that US officials fear could hinder any US military response in the event of a Chinese invasion of Taiwan, CNN has reported. The hackers are believed to be using access to some of the devices to burrow further into sensitive critical infrastructure — things like ports and transportation networks.

Part of the problem facing US officials is a sheer numbers game. Wray reiterated Wednesday that he believes that China’s cyber operatives outnumber all FBI agents by at least 50 to 1.

And Gen. Paul Nakasone, the head of the National Security Agency, told lawmakers that kicking the hackers out of US critical networks is an ongoing concern.

“We need to have a vigilance that continues onward,” Nakasone said. “This is not an episodic threat that we’re going to face. This is persistent.”

Wray said Wednesday that China’s efforts extend beyond technology, warning that “they target our

<https://www.cnn.com/2024/01/31/politics/china-hacking-infrascture-fbi-director-christopher-wray>

2/7/24, 8:33 AM

FBI director warns that Chinese hackers are preparing to 'wreak havoc' on US critical infrastructure | CNN Politics

freedoms, reaching inside our borders, across America, to silence, coerce, and threaten our citizens and residents.”

RELATED



This story has been updated with additional developments.

CNN’s Evan Perez contributed to this report.

From: David McNeil
Sent: Monday, January 22, 2024 11:06 AM
To: Shelly Birdzell
Subject: S, Please print/include w/ SGVE renewal

Secondary perils drove catastrophe losses to \$123B in 2023: Gallagher Re

By Charise Adonay, Front Page News

Global natural catastrophe insured losses hit approximately \$123 billion in 2023, marking the fourth year in a row and the sixth out of the past seven years that insured losses exceeded \$100 billion, according to Gallagher Re's 2023 Natural Catastrophe and Climate Report.

Last year was dominated by secondary perils, with severe convective storms (SCS) making up a substantial share (57%) of insured losses – a record-breaking \$71 billion. Sixty billion of these SCS-related losses originated solely in the United States, contributing 47% of all global insured losses.

“What was unique about 2023 was reaching the \$100 billion insured loss threshold without a few dominant events driving annual loss costs. 2023 became the first year where global insured losses topped \$100 billion without a singular event causing more than \$10 billion for the industry,” Gallagher Re reported.

The broker said these emerging trends should prompt insurers and reinsurers to redefine how they evaluate the perils previously viewed as “primary” and “secondary”.

“Moving forward, a more appropriate way to bucket perils is likely to be the usage of ‘peak’ or ‘non-peak.’ Such discussion is likely to be more relevant for individual companies to identify which perils are ‘peak’ to their portfolio,” Gallagher Re said. “For companies with a more regional risk focus versus one with a global view, this can also allow a more targeted and effective way to communicate an internal or external portfolio risk profile.”

Additionally, the expansion of populations and properties into higher-risk areas, coupled with climate change, is reshaping risk perspectives globally for all perils.

Economic costs of direct physical damage and net-loss business interruption from global natural catastrophes totaled \$357 billion, revealing an insurance gap of 66% or \$234 billion.

The year also saw a record-setting 66 individual events that crossed the \$1 billion mark in economic losses and 34 individual insured loss events that hit \$1 billion.

As consequences of extreme weather events continue to rise, Gallagher Re underscored the crucial need for the insurance industry, as well as its public and private partners, in risk mitigation and addressing climate risks. Absent real action, the broker noted, the industry “should no longer be surprised at the consequences of more extreme weather/climate events.”



CYBER LIABILITY & NETWORK SECURITY APPLICATION
WATER-RELATED ENTITIES W/ ANNUAL REVENUE ABOVE \$5M

Coverage offered on a claims made basis with loss adjustment expenses included within the available limit of insurance. Any loss adjustment expenses paid under this coverage will reduce the available limit of insurance and may exhaust it completely. Please read the entire policy carefully.

SECTION I – GENERAL INFORMATION

Name of Applicant: San Antonio Water Company
 Address: 139 N Euclid Ave, Upland CA 91786
 Telephone: 909 982 4107
 Website: www.sawaterco.com
 Contact / Email: Brian Lee; Blee@sawaterco.com

Type of Water-Related Entity:

Please list all subsidiaries for which coverage is requested under this policy:

Total Number of Employees: 9
 Annual Revenue >\$5M: Yes No
 Annual Revenue Amount: 5,100,000

SECTION II – RISK CONTROLS

Please use the Additional Information section for any answers requiring further explanation.

1. Do you secure remote access to your Corporate IT network with a minimum of 2FA? Yes No
 2. Do you have the following:
 - a) Air gap between your Corporate IT and Operational Technology system environments? Yes No
If no, what applications runs across systems?
 - b) Formal written privacy policy? Yes No
 - c) Mandatory strong passwords with enforced quarterly changes? Yes No
 - d) Your privacy statement clearly shown on your website? Yes No
 3. Do you deploy a regularly updated (at least once a week) commercial grade firewall at all external gateways of your network? Yes No
 4. Do you run a regularly updated (at least once a week) commercial grade antivirus application across your entire network, including endpoints and servers? Yes No
 5. Do you (or your Cloud Service Provider) back up data that is necessary to run your facility at least every (seven) 7 days? Yes No
- [If NO to any of the above questions – \$50,000 ransomware sublimit will apply]**
6. Are you running MS XP, Windows Server 8 or any other form of unsupported operating system? Yes No
If yes, please describe any extended support and/or plans to phase out of any critical areas:
 7. Is your total number of Personally Identifiable Information (PII) records held less than 100,000 records? Yes No
(please include # clients with PII in your system versus total # pieces of PII)
Total number:
 8. Are any of your servers within your Operational Technology environment internet facing? Yes No
If yes, is access to your Operational Technology environment restricted by a minimum of 2FA? Yes No
 9. Have you achieved compliance with the following (check all that apply):
 - a) PCIDSS (Payment Card Industry Data Security Standard) Yes N/A
 - b) GLBA (Gramm-Leach-Bliley Act) Yes N/A
 - c) HIPAA (Health Insurance Portability and Accountability Act) Yes N/A
 10. Does your SCADA network use any unencrypted telemetry within the communication infrastructure? Yes No
 11. Is all sensitive customer, client, and employee data:
 - a) Encrypted at rest? Yes No
 - b) Encrypted in transit? Yes No
 - c) Accessible via mobile devices, laptops, or other portable storage media? Yes No
 - i) If yes, are the mobile devices, laptops, or other storage media encrypted? Yes No
 - ii) If not encrypted, do you have biometric and/or password protection for mobile devices and laptops? Yes No
 12. Do you install critical patches within 30 days of release? Yes No
 13. Have you disabled Remote Desktop Protocol on all your endpoints, including servers, where not required? Yes No

14. Do you employ application whitelisting? Yes No
15. Do you currently offer any phishing training to your staff? Yes No
16. Have you deployed the following:
- a) SPF? Yes No
 - b) DKIM? Yes No
- If yes to a) and/or b), have you also deployed DMARC? Yes No
17. Do you (or your Cloud Service Provider) provide high availability for your critical applications and data? Yes No
If yes, how is this achieved?
18. Is this data backed up and stored offline, such that it is not accessible from the Corporate IT network? Yes No
19. Is access to this data limited to those with a direct operational need? Yes No
20. How often is this data tested for integrity? Weekly Monthly 180 days Never
21. What is the procedure for the application of patches to your Operational Technology network?
22. What are the logical connections between your Corporate IT and Operational Technology networks?

SECTION III - LOSS EXPERIENCE

Explain any Yes responses, including corrective actions and damages incurred, on the Additional Information section.

1. During the last 3 years, have you suffered any cyber-related loss? Yes No

SECTION IV - ADDITIONAL INFORMATION

This section may be used to provide additional information to any question on this application. Please identify the question number to which you are referring.

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that he/she is an authorized representative of the Applicant and declares to the best of his/her knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Underwriters in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Underwriters of such changes and the Underwriters may modify or withdraw the quote or binder. The signing of this Application does not bind the Underwriters to offer, or the Applicant to purchase the policy.

NAME

TITLE (Must be signed by the President, Chairman, CEO, or Executive Director)

SIGNATURE

DATE

ALLIED PUBLIC RISK - STATEMENT OF VALUES
INSURED: San Antonio Water Company
POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC./BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTH-QUAKE (Y or N)
1-1	400 E. 20th, Upland, CA 91786	Booster #1A	Yes	\$1,016,500	\$0	\$1,016,500	Replacement Cost	N	N
1-2	400 E. 20th, Upland, CA 91786	Reservoir #1	Yes	\$144,743	\$0	\$144,743	Replacement Cost	N	N
1-3	400 E. 20th, Upland, CA 91786	Carpport Structure	Yes	\$27,820	\$0	\$27,820	Replacement Cost	N	N
2-1	1572 Golf Club Drive, Upland, CA 91786	Well Site #3	Yes	\$83,460	\$0	\$83,460	Replacement Cost	N	N
2-2	1572 Golf Club Drive, Upland, CA 91786	Well Site #24	Yes	\$27,820	\$0	\$27,820	Replacement Cost	N	N
2-3	1572 Golf Club Drive, Upland, CA 91786	Control Pannel	Yes	\$428,000	\$0	\$428,000	Replacement Cost	N	N
3-1	2570 Mesa Terrace, Upland, CA 91786	Booster #14	Yes	\$143,380	\$0	\$143,380	Replacement Cost	N	N
3-2	2570 Mesa Terrace, Upland, CA 91786	Forebay Bldg	Yes	\$288,900	\$359,520	\$648,420	Replacement Cost	N	N
3-3	2570 Mesa Terrace, Upland, CA 91786	Miox Bldg.	Yes	\$162,640	\$48,150	\$210,790	Replacement Cost	N	N
4-1	2510 N. Euclid, Upland, CA 91786	Booster #16	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
5-1	2790 Mountain Ave., Upland, CA 91786	Booster #17	Yes	\$95,701	\$0	\$95,701	Replacement Cost	N	N
6-1	2602 Holly Drive, Upland, CA 91786	Booster #19	Yes	\$367,010	\$0	\$367,010	Replacement Cost	N	N

PRINTED NAME

AUTHORIZED SIGNATURE

DATE

ALLIED PUBLIC RISK - STATEMENT OF VALUES
 INSURED: San Antonio Water Company
 POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC./BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTH-QUAKE (Y or N)
7-1	San Antonio/Shin Rd., Upland, CA 91786	Edison Box	Yes	\$110,959	\$0	\$110,959	Replacement Cost	N	N
8-1	2345 Paloma Curve, Upland, CA 91786	Reservoir #4	Yes	\$166,920	\$0	\$166,920	Replacement Cost	N	N
9-1	Mtn & San Antonio Dam, Upland, CA 91786	Reservoir #6	Yes	\$612,040	\$0	\$612,040	Replacement Cost	N	N
9-2	Mtn & San Antonio Dam, Upland, CA 91786	Reservoir #5	Yes	\$304,950	\$0	\$304,950	Replacement Cost	N	N
10-1	2575 E. Spring Terrace, Upland, CA 91786	Reservoir #7	Yes	\$1,580,068	\$0	\$1,580,068	Replacement Cost	N	N
11-1	1715 Benson Avenue, Upland, CA 91786	Well Site #25a	Yes	\$144,664	\$0	\$144,664	Replacement Cost	N	N
12-1	1519 W. 24th Street, Upland, CA 91786	Reservoir #9	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
13-1	885 E. 26th Street, Upland, CA 91786	Reservoir #12	Yes	\$2,782,000	\$0	\$2,782,000	Replacement Cost	N	N
13-2	885 E. 26th Street, Upland, CA 91786	Well #32	Yes	\$41,088	\$0	\$41,088	Replacement Cost	N	N
14-1	Holly Dr. & 26th St., Upland, CA 91786	Reservoir #14	Yes	\$83,460	\$0	\$83,460	Replacement Cost	N	N
15-1	1464 Golf Club Drive, Upland, CA 91786	Well Site #2	Yes	\$50,076	\$0	\$50,076	Replacement Cost	N	N
16-1	2294 4th Ave., Upland, CA 91786	Well Site #15	Yes	\$44,512	\$0	\$44,512	Replacement Cost	N	N
16-2	2294 4th Ave., Upland, CA 91786	Well Site #16	Yes	\$226,307	\$0	\$226,307	Replacement Cost	N	N

 PRINTED NAME

 AUTHORIZED SIGNATURE

 DATE

ALLIED PUBLIC RISK - STATEMENT OF VALUES
INSURED: San Antonio Water Company
POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC./BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTH-QUAKE (Y or N)
16-3	2294 4th Ave., Upland, CA 91786	Booster #18	Yes	\$194,740	\$0	\$194,740	Replacement Cost	N	N
17-1	1540 Red Hill N. Drive, Upland, CA 91786	Well Site #22	Yes	\$133,536	\$0	\$133,536	Replacement Cost	N	N
18-1	1759 W. 17th St., Upland, CA 91786	Well Site #26	Yes	\$72,332	\$0	\$72,332	Replacement Cost	N	N
18-2	1813 W. 17th St., Upland, CA 91786	Well Site #27a	Yes	\$144,664	\$0	\$144,664	Replacement Cost	N	N
19-1	1680 Hunningbird Ln., Upland, CA 91786	Well Site #31	Yes	\$33,384	\$0	\$33,384	Replacement Cost	N	N
20-1	139 N. Euclid, Upland, CA 91786	Office	Yes	\$278,200	\$252,870	\$531,070	Replacement Cost	N	N
20-2	139 N. Euclid, Upland, CA 91786	Garage	Yes	\$22,256	\$4,280	\$26,536	Replacement Cost	N	N
21-1	172 S. 1st Ave., Upland, CA 91786	Yard Bldg/Cont	Yes	\$150,228	\$0	\$150,228	Replacement Cost	N	N
21-2	172 S. 1st Ave., Upland, CA 91786	Storage Bldg	Yes	\$22,256	\$0	\$22,256	Replacement Cost	N	N
22-1	885 East 26th St., Upland, CA 91786	Booster #20 - Pump	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
22-2	885 East 26th St., Upland, CA 91786	Booster #20 - Control Panel	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
23-1	2777 N. Mountain Ave. 'C', Upland, CA 91786	Tunnel Shaft 6 Miox Building	Yes	\$147,553	\$0	\$147,553	Replacement Cost	N	N

Total Values Subject to the Blanket: \$11,734,928

PRINTED NAME

AUTHORIZED SIGNATURE

DATE

Request to Use California Self-Insured Data for Experience Rating Purposes Form 701 (Rev. 03/2022)

Section D — Affidavit of the Employer

I certify under penalty of perjury under the laws of the State of California that the following statements are true and correct:

- I am authorized to complete this form on behalf of the employer identified in Section A of this form (The Employer);
- The information provided in this form is true and correct to the best of my knowledge; and
- All payroll and loss information provided to Insurer is an accurate and complete representation of the self-insured payroll and loss data developed in connection with the operations that are currently insured under the policy identified in Section A of this form.

San Antonio Water Company

Name of Employer

Name of Employer's Authorized Signatory (Please print or type)

Signature of Employer's Authorized Signatory (Brokers or agents cannot sign on behalf of the employer)

Title

Date

Section E — Insurer's Verification of Self-Insured Data

I verify that:

- I am authorized to complete this form on behalf of the Insurance Company submitting this request (Insurer);
- The information provided in this form is true and correct to the best of my knowledge; and
- I understand and agree that Insurer is responsible for accurately submitting all of The Employer's self-insured payroll and loss data developed during the experience period in accordance with the rules of the USRP.

Zenith Insurance Company

Name of Insurer

Bridget Glackler

Name of Insurer's Authorized Signatory (Please Print or Type)

Bridget Glackler

Signature of Insurer's Authorized Signatory (Brokers or Agents cannot Sign on Behalf of the Insurer)

UW Director

3/6/2024

Title

bglackler@thezenith.com

Date

925-416-5209

E-mail Address

Phone Number

Section A — Employer Information

San Antonio Water Company

2220200

Name of Employer (List the primary Insured business name)

Employer Bureau Number (If available)

List all other business names, including all DBAs.

Zenith Insurance Company

Name of Insurer (For the policy covering the period during which the experience modification will be in effect)

Z137711004

5/1/2024 - 5/1/2025

Policy Number (For the period during which the experience modification will be in effect)

5/1/2024

Policy Period

Proposed Rating Date (Set by the new policy inception date unless otherwise prescribed by the ERP)

Name of Insurer (For the policy covering the period immediately preceding the period of self-insurance)

Policy Number (For the period immediately preceding the period of self-insurance)

Policy Period

Section B — California Locations

List the address of each California location insured under the policy that covers the period during which the experience modification will be in effect and provide a description of the operations conducted at each location. Only self-insured data developed in connection with the employer's California operations can be used to compute an experience modification. Any change in operations resulting in a reclassification of operations during the five (5) years preceding the effective date of the requested experience modification must be explained in writing.

Physical Address (No P.O. Boxes)	Description of Operations
139 N Euclid Ave Upland Ca 91786	Water Companies

Section C — Ownership Information

If the employer's business has undergone a change in ownership, as defined in the ERP, during the last five (5) years, a notification of change in ownership and/or combinability of entities must be submitted to the WCIRB. Please go to WCIRB Connect® to submit ownership information, visit the WCIRB's website (wcirb.com), or contact WCIRB Customer Service to obtain more information.

Indicate by checking the appropriate box below whether there have been any changes in ownership during the last five (5) years.

- Ownership changes have occurred during the last five (5) years. I have submitted a notification of change in ownership and/or combinability of entities for each ownership change that has occurred during the last five (5) years.
- No ownership changes have occurred during the last five (5) years.



**Insurance Brokers &
Consultants**



**Property & Casualty
4/01/2024**

**Workers Compensation
5/01/2024**

Presented by:

David McNeil, ARM

Insurance Broker

909.919.7508

david.mcneil@epicbrokers.com

Shelly Birdzell

Insurance Broker

909.919.7904

shelly.birdzell@epicbrokers.com

License OB29370

EPIC Insurance Brokers & Consultants, Inc. is an Equal Opportunity Employer. Minorities and women are encouraged to apply.

3633 Inland Empire Blvd, Suite 640, Ontario CA 91764

Telephone 909.919.7880 ~ Facsimile 888.789.5971 ~ www.epicbrokers.com



San Antonio Water Company Proposal 2024 to 2025

Table of Contents

- Section 1.....Package, Auto, Umbrella-Renewal 4/01/2024
Comparison, Carrier Quote, SOV/ME
- Section 2.....Work Comp-Renewal 5/01/2024
Comparison, Carrier Quote
- Section 3.....Your EPIC Account Team & Contact Information; We are EPIC;
Service Commitment; When to Notify; Claims Advocacy

SAN ANTONIO WATER COMPANY PREMIUM COMPARISON

COVERAGE	Policy Term Carrier AM Best Rating	4/1/2023 TO 4/1/2024 Cai Mutuals JPRIMA A XV		4/1/2024 TO 4/1/2025 Cai Mutuals JPRIMA A XV	
		LIMITS	PREMIUM	LIMITS	PREMIUM
PACKAGE Property			\$13,734		\$16,171
Blanket Property-replacement cost		\$11,180,422		\$11,734,928	
- Real Property & Business Personal Property					
Blanket Coverage Extension; applies to the following - Business Income, Extended Business Income, Commandeered Property, Civil Authority, Extra Expense, Tenant Leasehold Interest, Electronic Data, Preservation of Property		\$2,000,000		see below	
Loss of Income (aka: Business Income)		see above		\$250,000	
Extra Expense		see above		\$250,000	
Deductible		\$1,000		\$5,000	
Equipment Breakdown / Boiler & Machinery		Included		Included	
Deductible		\$1,000/\$2,500		\$1,000/\$2,500	
Flood/Earthquake		Excluded		Excluded	
Terrorism		Included		Included	
Inland Marine			Included		\$1,086
Mobile Equipment-actual cash value					
- Scheduled		\$170,410		\$170,410	
- Unscheduled, maximum \$10,000 any one item		\$70,003		\$70,003	
- Borrowed, rented & leased		n/a		\$100,000	
Deductible		\$1,000		\$5,000	
Crime			\$750		\$990
Employee Theft		\$250,000		\$250,000	
Deductible		\$1,000		\$1,000	
General Liability			\$10,546		\$14,459
Field Payroll - Non Auditable		\$366,493		\$465,950	
Form		Occurrence		Occurrence	
Per Occurrence		\$1,000,000		\$1,000,000	
General Aggregate		\$10,000,000		\$10,000,000	
Products & Completed Operations Aggregate		\$10,000,000		\$10,000,000	
Personal & Advertising Injury		\$1,000,000		\$1,000,000	
Damage to Premises Rented To You		\$1,000,000		\$1,000,000	
Medical Payments		\$10,000		\$10,000	
Water & Wastewater Testing Errors & Omissions		Included		Included	
Inverse Condemnation		Included		Included	
Public Officials & Management Liability			\$5,131		\$7,227
Budget - Non Auditable		\$3,498,000		\$3,728,500	
Form		Occurrence		Occurrence	
Wrongful Act-per act		\$1,000,000		\$1,000,000	
Deductible-each wrongful act		\$1,000		\$1,000	
Employment Practices (including third party discrimination)-per offense		\$1,000,000		Included	
Deductible-each offense		\$1,000		\$25,000	
Employee Benefits Plans-per act		\$1,000,000		Included	
Injunctive Relief-per act		\$5,000		\$5,000	
Aggregate Limit		\$10,000,000		\$10,000,000	
Inverse Condemnation		Included		Included	
Form		Claims-Made			
Privacy & Network Security Wrongful Acts-per act		\$1,000,000		complete application	
Deductible		\$1,000		for quote	
Retrospective Date		6/1/2012			

**SAN ANTONIO WATER COMPANY
PREMIUM COMPARISON**

COVERAGE	Policy Term Carrier AM Best Rating	4/1/2023 TO 4/1/2024		4/1/2024 TO 4/1/2025	
		Cal Mutuals JPRIMA A XV		Cal Mutuals JPRIMA A XV	
		LIMITS	PREMIUM	LIMITS	PREMIUM
Automobile			\$11,183		\$12,824
Number of Vehicles		7		7	
Combined Single Limit		\$1,000,000		\$1,000,000	
Uninsured/Underinsured Motorist		\$1,000,000		\$1,000,000	
Medical Expense		\$5,000		\$5,000	
Hired/Non-Owned Liability		\$1,000,000		\$1,000,000	
Hired Physical Damage		\$100,000		\$100,000	
Owned Physical Damage		ACV		ACV	
- Comprehensive Deductible		\$500		\$1,000	
- Collision Deductible		\$500		\$1,000	
Excess			\$11,865		\$14,547
Each Occurrence		\$10,000,000		\$10,000,000	
General Aggregate		\$10,000,000		\$10,000,000	
Premiums do not include taxes & fees			\$53,209		\$67,304

Refer to policies for complete terms and conditions.

Subjectivities to bind:

Signed statement of values and inland marine schedule.



**CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES
JOINT POWERS RISK AND INSURANCE MANAGEMENT AUTHORITY (JPRIMA)
PACKAGE/AUTO/EXCESS**

COVERAGE PROPOSAL FOR:

San Antonio Water Company

COVERAGE PERIOD:

4/1/2024 - 4/1/2025

PRESENTED BY:

Edgewood Partners Insurance Center

PROGRAM MANAGER

Allied Public Risk, LLC
CA DBA: Allied Community Insurance Services, LLC
CA License No. 0L01269
National Producer No. 17536322
www.alliedpublicrisk.com
(858) 866-8966

PREMIUM SUMMARY

NOTE: This proposal is prepared from information supplied to us on the application submitted by you or your insurance broker. It may or may not contain all terms requested on the application. Please review carefully and let us know if any additional information is required. In addition, this proposal may contain unintentional errors or omissions. We encourage you to bring them to our attention for review. This proposal does not amend, or otherwise affect or alter, the provisions of coverage provided. This proposal does not guarantee coverage for specific claims or losses under the policy. The availability of coverage depends on the JPRIMA Memorandum of Coverage (MOC) and is subject to its terms and conditions, the facts surrounding any potential claims, and relevant legal requirements. A specimen MOC is available for your review, as is the JPRIMA Member Agreement. Enrollment in the JPRIMA requires execution of the JPRIMA Member Agreement as well as membership in the California Association of Mutual Water Companies (Cal Mutuals).

SECTION	COVERAGE		PREMIUM
1	PROPERTY (Including Equipment Breakdown, if granted)	\$	16,171.00
2	INLAND MARINE	\$	1,086.00
3	COMMERCIAL CRIME (Including Faithful Performance, if granted)	\$	990.00
4	COMMERCIAL GENERAL LIABILITY	\$	14,459.00
5	PUBLIC OFFICIALS & MANAGEMENT LIABILITY (Including Wrongful Acts, Employment Practices, or Employee Benefits, if granted)	\$	7,227.00
6	BUSINESS AUTO	\$	12,824.00
7	COMMERCIAL EXCESS LIABILITY (Including Commercial General Liability, Wrongful Acts, Employment Practices, Employee Benefits, Business Auto, and Employers Liability, if granted)	\$	14,547.00
	MEMBER CONTRIBUTION (excludes state-imposed taxes, surcharges, and fees)	\$	67,304.00
	JPRIMA ADMINISTRATION FEES	\$	6,830.00
	TOTAL AMOUNT DUE*	\$	74,134.00

*Payment is due within 30 days of the effective date.

NOTES:

**The JPRIMA MOC has a common anniversary date of April 1.
Terrorism Coverage is automatically included for Property, General Liability and Excess in most regions of CA.**

Course of Construction: Please be advised that our policy is not intended for anything other than small, ancillary construction/replacement projects. Any substantive construction/replacement projects performed by insured employee or a third party should have a separate Builder's Risk Policy. We do not offer theft of materials. If subcontractors are being used, either entirely or in combination with employees, the insured entity should obtain Certificates of Insurance and request to be named as Additional Insured.

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

Page 1 of 19

Section 1. PROPERTY (Included in the proposal? Yes)

- ISSUER:**
- California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority (JPRIMA)
 - No Joint and Several Liability for Members
 - 100% Reinsured
- REINSURER**
- A+ XV (Superior) A.M. Best Rating
 - AA- Standard & Poor's Rating
- FORM:** Proprietary & Integrated

LIMITS

Total Insured Values: (Real Property & Business Personal Property)	\$11,734,928
Loss of Income (aka: Business Income)	\$2,000,000
Extra Expense	\$2,000,000
Equipment Breakdown	\$11,734,928
*Flood Zone Low/Moderate [N/A] (Each Occurrence)	Excluded

* Munich/APR cannot warrant or provide information as to what zone(s) a specific location/address is situated in. Flood zones can and do change. It is ultimately the responsibility of the member and their insurance advisor to determine if the flood zones and flood limits proposed are adequate for their needs.

DEDUCTIBLES

Property Deductible (per occurrence)	\$5,000	Flood Zone Low/Moderate (\$) Deductible (per occurrence)	N/A
Equipment Breakdown Deductible (per occurrence) – aboveground and less than 50 feet belowground	\$1,000	Flood Zone Low/Moderate (%) Deductible (per occurrence)	N/A
Equipment Breakdown Deductible (per occurrence) – greater than 50 feet belowground	\$2,500		

COVERED LOCATIONS:

Per Statement of Values: Blanket coverage applies unless otherwise noted.

SCHEDULE OF PROPERTY LIMITS – INDIVIDUAL LIMITS

LOC./BLDG NUM	BUILDING DESCRIPTION	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	COINS. %
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This schedule does not apply.

COINSURANCE: N/A

POLICY HIGHLIGHTS:

- Broad Definition of Covered Property
- Option for Special Property Floater
- Form: Special Form (including Theft)
- Proprietary Coverage Extensions

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

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VALUATION:

- Replacement Cost: Real Property & Business Personal Property (All Buildings subject to Property Valuation²)
- Actual Loss Sustained: Loss of Income (aka: Business Income)
- Optional Extended Business Income & Extra Expense (12 months or \$1,000,000, whichever is less)

²Functional Replacement Cost and/or Actual Cash Value are available for older and lower valued buildings.

SELECTED OPTIONAL COVERAGES:

SCADA Upgrades

Unintentional Errors

Extension of Coverage Utility Services - Direct Damage

KEY EXCLUSIONS:

- Earthquake & Earth Movement
- Flood (unless coverage is designated above, such coverage would be limited to locations in Zone X (Unshaded)/C only)

SPECIAL COVERAGES

Newly Acquired or Under Construction Real Property and Related Personal Property: Pays up to \$1,000,000 for your newly acquired real property or under construction "real property" intended for use in your "operations" acquired or where construction began after policy inception. This applies to "real property" you buy, lease, rent, or construction, including temporary structures. An additional \$500,000 limit of insurance applies to "personal property" located at new premises.

Equipment Breakdown³: Pays up to the limit in the declarations for direct physical damage to covered real property or personal property and loss of income sustained and extra expense incurred that is the result of an accident or electronic circuitry impairment. The most paid under any one equipment breakdown is the limit for real property and personal property for the applicable premises. The most paid for loss of income or extra expense in any one equipment breakdown is the limit of insurance shown in the declarations under C. Loss of Income and D. Extra Expense, respectively. The limits in this extension are part of and not in addition to the limits applicable in Section I – Coverages.

Under this extension, the following coverages also apply to loss caused by or directly resulting from an accident or electronic circuitry impairment. However, with respect to coverage (9) Service Interruption below, coverage will apply only to the direct result of an accident and will not apply to the direct result of an electronic circuitry impairment. The coverages described in (1) through (10) below do not provide additional amounts of insurance, they are part of and not in addition to the applicable limits of insurance:

- (1) **Data Restoration** – Pays up to your reasonable and necessary cost to research, replace and restore lost electronic data. The most we will pay for loss, damage, or expense for electronic data restoration including actual loss of income you sustain and necessary extra expense you incur is **\$500,000**.
- (2) **Expediting Expenses** – With respect to your covered real property and personal property that is damaged, we will pay the reasonable cost to make temporary repairs; and expedite permanent repairs or permanent replacement. The most we will pay for loss or expense under this coverage is **\$100,000**.
- (3) **Extra Expense** – Extra expense is extended to apply to extra expense incurred as a result of an accident or electronic circuitry impairment covered under this extension, and subject to the policy limit.
- (4) **Green** – Subject to more extensive provisions outlined in the policy, we will pay additional costs for the repair, replacement, disposal, etc. and/or damages as they relate to items associated with a recognized environmental standards program. The most we will pay for any qualifying loss, damage, or expense under this coverage, including actual loss of Business Income you sustain and any necessary Extra Expense you incur is **\$100,000**.
- (5) **Hazardous Substances** – Pays for the additional cost to repair or replace covered real property or personal property because of contamination by a hazardous substance. This includes the additional expense to clean up or dispose of such property. This does not include contamination of perishable goods by refrigerant. The most we will pay for loss, damage, or expense under this coverage, including actual loss of income you sustain and necessary extra expense you incur is **\$250,000**.
- (6) **Loss of Income** – Loss of Income is extended to apply to loss of income sustained as a result of an accident or electronic circuitry impairment covered under this extension, and subject to the policy limit as show in the Equipment Breakdown Coverage Supplemental Declarations.
- (7) **Off-Premises Equipment Breakdown** – Subject to more extensive provisions outlined in the policy, this extends coverage to apply to an accident or electronic circuitry impairment for the following types of equipment used in the member's firefighting, ambulance or rescue operations, whether mobile/portable or permanently mounted on a vehicle, anywhere in the policy territory: 1) mobile cascade units; 2) mobile electrical generators; 3) portable pumping units; and 4) portable extrication devices, such as jaws-of-life. For equipment other than that used in your firefighting, ambulance or rescue operations, we will pay for physical damage to transportable covered equipment that, at the time of the accident or impairment is not at a covered location, among other offerings. The most we will pay is **\$25,000**.

- (8) **Public Relations** – Subject to you sustaining an actual loss of income covered under this extension, this pays for reasonable costs for professional services to create and disseminate communications, when the need for such communications arises direction for the interruption of your business. Communication must be directed to the media, public, or your customers/clients/members. Costs are subject to being incurred during the period of restoration + 30 days. The most we will pay for loss or expense under this coverage is **\$5,000**.
- (9) **Service Interruption** – Subject to more extensive provisions outlined in the policy, any insurance provided for loss of income, extra expense, data restoration or spoilage is extended to apply to your loss, damage, or expense caused by a failure or disruption of service.
- (10) **Spoilage** – We will pay for physical damage to perishable goods due to spoilage; for physical damage to perishable goods due to contamination from the release of refrigerant; and/or any necessary expenses you incur to reduce the amount of loss under this coverage. Valuation and replacement conditions apply. The most we will pay for loss, damage or expense under this coverage is **\$100,000**.

³Please consult the exact policy language for all provisions that apply to each of the above Equipment Breakdown coverage.

Pollution Remediation Expenses: Pays up to \$25,000 (covered cause of loss) or \$100,000 (specified cause of loss) for remediation expenses incurred as a result of an actual, alleged, or threatened presence of pollution conditions at a premises described in the Declarations from a Covered Causes of Loss or Specified Cause of Loss occurring during the policy period and reported within 180 days. Covered Causes of Loss means risks of direct physical loss unless the loss is excluded or limited by the Property Coverage Form. Limits may be increased for a charge.

Specified Cause of Loss means the following: fire, lightning, windstorm or hail, explosion, riot or civil commotion, vehicles or aircraft, smoke, sonic boom, vandalism and malicious mischief, sprinkler leakage, sinkhole collapse, volcanic action, falling objects, weight of ice, snow or sleet, or water damage. Water damage means only accidental discharge or leakage of water or steam as the direct result of the breaking or cracking of any part of a system or appliance containing water or steam.

Property In Transit or Off Premises: Pays up to \$100,000 for direct physical loss or damage to covered property (real and personal property) while in transit or while temporarily off premises caused by a covered cause of loss, including your covered computer hardware while off premises.

SCADA Upgrades: Pays up to \$100,000 to upgrade your scheduled SCADA system after direct physical loss from a Covered Cause of Loss. The upgrade is in addition to its replacement cost. SCADA means the Supervisory Control and Data Acquisition system used in water and wastewater treatment and distribution to monitor leaks, waterflow, water analysis, and other measurable items necessary to maintain operations.

Unintentional Errors: Pays up to \$250,000 for any unintentional error or omission you make in determining or reporting values or in describing the covered property or covered locations.

Personal Effects: Pays up to \$25,000 for direct physical loss or damage to personal effects owned by you, your officers, managers, elected or appointed officials, employees, or volunteer workers caused by a covered cause of loss at your premises. Will pay up to "replacement cost."

Lock Replacement: Pays up to \$25,000 for lock, lock cylinder, & key replacement after theft at covered premises or damage to a lock as a result of a covered cause of loss at a covered premises. No deductible applies.

Foundations: Your real property includes foundations located at a described premise.

KEY DEFINITIONS

Covered Equipment: Means covered real property and personal property that generates, transmits, or utilizes energy or which, during normal usage, operates under vacuum or pressure, other than the weight of its contents. Covered equipment may utilize conventional design and technology or new or newly commercialized design and technology.

None of the following is covered equipment: (a) structures, foundation, cabinet or compartment; (b) insulating or refractory material; (c) sewer piping, buried vessels or piping, piping forming or part of a sprinkler or fire suppression system; (d) water piping other than boiler feedwater piping, boiler condensate return piping or water piping form as part of a refrigerating or air conditioning system; (e) vehicle or any equipment mounted on a vehicle; (f) satellite, spacecraft or any equipment mounted on a satellite or spacecraft; (g) dragline, excavation, or construction equipment; (h) equipment manufactured by you for sale; or (h) electronic data.

Electronic Circuitry: Means microelectronic components, including but not limited to circuit boards, integrated circuits, computer chips, and disk drives.

Electronic Circuitry Impairment:

- (a) Means a fortuitous event involving electronic circuitry within covered equipment to suddenly lose its ability to function as it had been functioning immediately before such event. This definition is subject to the conditions specified in (b), (c), and (d) below.
- (b) We shall determine that the reasonable and appropriate remedy to restore such covered equipment's ability to function is the replacement of one or more electronic circuitry components of the covered equipment.
- (c) The covered equipment must be owned or leased by you or operated under your control.
- (d) None of the following is an electronic circuitry impairment:
 - (i) Any condition that can be reasonably remedied by:
 - 1) Normal maintenance, including but not limited to replacing expendable parts, recharging batteries or cleaning;
 - 2) Rebooting, reloading, or updating software or firmware; or
 - 3) Providing necessary power or supply.
 - (ii) Any condition caused by or related to:
 - 1) Incompatibility of the covered equipment with any software or equipment installed, introduced, or networked within the prior 30 days; or
 - 2) Insufficient size, capability, or capacity of the covered equipment;
 - 3) Exposure to adverse environmental conditions, including but not limited to change in temperature or humidity, unless such conditions result in an observable loss of functionality. Loss of warranty shall not be considered an observable loss of functionality.

Outdoor Property: Fixed or permanent structures including but not limited to:

- Docks, wharves, piers, pilings, or bulkheads;
- Dumpsters, concrete trash containers, or permanent recycling bins;
- Electric utility power transmission and distribution lines, poles and related equipment owned by the member;
- Exterior signs not located at a premises;
- Fences and retaining walls;
- Historical markers and flagpoles;
- Hydrants, not associated with a sprinkler system;
- Lighting towers;
- Playground equipment, park shelters, pedestrian-only bridges, picnic tables, water fountains or coolers, benches, dugouts, bleachers, or scoreboards;
- Storage sheds, garages, pavilions, or other similar buildings or structures not located at a premises; or
- Traffic lights, streetlights, traffic signs, parking meters, or bus shelters.

Personal Property: Means all property used in your operations other than real property, including but, not limited to:

- Furnishings and office equipment
- Building contents;
- Computer equipment;
- Communication systems;

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

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- › Materials, supplies (including your inventory of vehicle parts and supplies) while held on your premises awaiting installation;
- › Base stations and dispatching systems, provided the property is on your premises and also provided you own the property, or the property is in your custody or control, and you are responsible for it, even though it belongs to someone else;
- › Value of your right to use improvements made as a tenant, if you have paid for alterations or additions to any building or structure that you do not own (improvements must be at a premises).

Pollution Conditions: The discharge, dispersal, release, seepage, migration, or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, hazardous materials, waste materials (including medical, infectious and pathological wastes) or electromagnetic fields into or upon land or any structures thereon, the atmosphere, or any watercourse or body of water including groundwater.

Real Property: The items at a premises described in the Declarations.

This includes:

- › Aboveground piping;
- › Aboveground and belowground "penstock";
- › Additions under construction;
- › Air cascade units that are not designed to be used off "premises";
- › All appurtenant buildings or structures other than playground equipment, park shelters, pedestrian-only bridges, picnic tables, water fountains or coolers, benches, dugouts, bleachers, or scoreboards;
- › Alterations and repairs to the buildings or structures;
- › Completed additions;
- › Exterior signs, meaning neon, automatic, mechanical, electric or other signs either attached to the outside of a building or structure, or standing free in the open;
- › Foundations;
- › Materials, equipment, supplies and temporary structures you own or for which you are responsible, on the "premises" or in the open (including property inside "vehicles") within 1,000 feet of the "premises", used for making additions, alterations or repairs to buildings or structures at the "premises";
- › Outdoor fixtures;
- › Paved surfaces such as sidewalks, bike paths, walkways, patios or parking lots;
- › Permanently installed fixtures, machinery, and equipment;
- › "Personal property" used for the maintenance and service of buildings or structures, including tools, lawn care equipment, and free-standing appliances for refrigerating, ventilating, cooking, dishwashing and laundering;
- › Submersible pumps, pump motors and engines; or
- › Underground piping located on or within 100 feet of a "premises" described in the Declarations.

Remediation Expenses: Expenses incurred for or in connection with the investigation, monitoring, removal, disposal, treatment, or neutralization of pollution conditions to the extent required by: (1) federal, state or local laws, regulations or any subsequent amendments thereof enacted to address pollution conditions; and (2) a legally executed state voluntary program governing the cleanup of pollution conditions.

Tools and Equipment: All tools and equipment, together with attached devices, accessories and trailers, that are used in your operations. Tools and equipment include, but are not limited to, hand tools, mechanics tools, power tools, meter readers, generators, air compressors, welders, trash pumps, trenchers, saws, jackhammers, maintenance or diagnostic equipment including specialized audio-visual equipment and its associated laptop, as well as recreational equipment, such as outdoor portable seating, temporary stands, food service trailers not licensed for road use, or portable restrooms.

Tools and equipment also include mobile equipment such as, but not limited to, bulldozers, mobile equipment that travels on crawler treads, tractors, loaders, backhoes, excavators, graders, or road surfacing equipment, and equipment whether self-propelled or not, maintained primarily to provide mobility to permanently mounted cranes, shovels, loaders, diggers, and drills. Tools and equipment also include snowplows, salt spreaders, and other similar equipment when not attached to a vehicle.

PROPERTY SUBLIMITS

Coverage	Limit
Accounts Receivable	\$500,000
Arson, Theft, or Vandalism Information Reward	\$25,000
Building Glass – Tenant	Lesser of replacement cost or amount liable under contract
Claim Expense	\$20,000
Commandeered Property (RC + loss of use)	For the time you officially use the commandeered property + reasonable return time.
Damage to Building from Theft	\$100,000
Debris Removal Expenses	25% + \$100,000
Equipment Breakdown	Building + BPP Limit + Loss of Income & Extra Expense
Fine Arts	\$50,000 (appraised) \$25,000 (unappraised – subject to \$1,500/item max)
Fire Department Charges	\$25,000
Fire Extinguishing Equipment Recharge Costs	“Necessary and reasonable” (per policy)
Limited Coverage for Fungus, Wet Rot or Dry Rot	\$25,000
Lock Replacement	\$25,000
Newly Acquired or Under Construction Real Property (Coverage A) and Related Personal Property (Coverage B)	Coverage A: \$1,000,000 Coverage B: \$500,000
Non-owned Detached Trailers	\$50,000
Ordinance Coverage	
Coverage A: Undamaged Real Property	Coverage A: Limit of Insurance (applicable to that item)
Coverage B: Demolition	Coverage B and Coverage C: Greater of 100% of direct physical loss or \$1,000,000
Coverage C: Increased Cost	
Outdoor Property	\$150,000
Personal Effects	\$25,000
Pollution Remediation Expense (covered cause of loss)	\$25,000
Pollution Remediation Expense (specified cause of loss)	\$100,000
Preservation of Property	Included
Real Property or Personal Property in Transit or Off-Premises	\$100,000
Software	\$500,000
Spoilage Due to Off Premises Electric Service Interruption	\$50,000
Supplementary Provisions for Coverage C. “Loss of Income” and Coverage D “Extra Expense”	Included
Trees, Shrubs, Plants and Lawns (max \$1,000 any one item)	\$25,000
Utility Services – Direct Damage	\$100,000
Valuable Papers and Records	\$500,000
Water Contamination Notification Expense	\$25,000 (annual aggregate)

NOTES:

Contribution is calculated from application's property schedule (please review property schedule for coverage and limit adequacy)
Earthquake and flood coverages are excluded

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

Section 2. INLAND MARINE (Included in the proposal? Yes)

ISSUER:

- California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

REINSURER

- A+ XV (Superior) A.M. Best Rating
- AA- Standard & Poor's Rating

FORM: Proprietary & Integrated

LIMITS

Coverage A: Blanket Tools and Equipment: \$70,003
(Unscheduled, Maximum \$10,000 any one item)

Coverage B: Scheduled Equipment: \$170,410

Coverage C: Blanket Emergency Services Equipment: N/A

COVERAGE EXTENSIONS – Adds or extends the coverage under Section I – Coverages. Unless stated otherwise in the policy, a) each extension is limited to direct physical loss or damage cause by or resulting from a covered cause of loss; b) the limits in each extension are in addition to the limits applicable in Section I – Coverages; and c) All other applicable terms and conditions of the coverage form apply to each extension. (**whichever comes first)

Debris Removal Expenses	Max \$15,000 (per occurrence)
Employee Tools (no deductible applies)	Max \$25,000 (per occurrence)
Emergency Services and Law Enforcement Personal Effects (Coverage C extension, no deductible applies)	Replacement Cost
Rented or Borrowed Equipment	
▪ Coverage A: Blanket Tools and Equipment <u>and</u> Coverage C: Blanket Emergency Services Equipment (\$1,000 deductible applies)	**Replacement Cost or \$10,000 (per occurrence)
▪ Coverage B: Scheduled Equipment (Extended to equipment not owned by you, \$1,000 deductible applies)	**Actual Cash Value or \$100,000 (per occurrence)
Newly Acquired Scheduled Equipment (Coverage B extension, \$1,000 deductible applies)	30 days on Replacement Cost (not to exceed purchase price)
Personal Watercraft and Watercraft (Coverage A & C extension only)	**Replacement Cost or \$25,000 (per occurrence)
Rental Reimbursement for Scheduled Equipment (Coverage B extension, no deductible applies)	Max \$10,000 (per occurrence)
Unmanned Aircraft (\$500 deductible applies)	Max \$25,000 (per occurrence)
Fire Department Charges (no deductible applies)	Max \$1,000 (per occurrence)
Fire Extinguishing Recharge Costs (no deductible applies)	Necessary and Reasonable Costs (extinguishing equipment must be for the protection of your inland marine equipment)

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

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DEDUCTIBLES

Coverage A: Blanket Tools and Equipment	\$5,000
Coverage B: Scheduled Equipment	\$5,000
Coverage C: Blanket Emergency Services Equipment	N/A

POLICY HIGHLIGHTS:

- Blanket Coverages: "Tools and Equipment" and "Emergency Services Equipment"
- Suite of Coverage Extensions available in the core form.
- Deductible Waiver in certain circumstances for Coverages A & B.
- Service Animal Floater Purchased: No – Valuation: Agreed Value (No deductible applies)

VALUATION:

- Coverage A: Blanket Tools and Equipment: Replacement Cost
- Coverage B: Scheduled Equipment: Replacement Cost or Actual Cash Value
- Coverage C: Blanket Emergency Services Equipment: N/A

NOTES:

Section 3. COMMERCIAL CRIME (Included in the proposal? Yes)

ISSUER:

- California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

REINSURER

- A+ XV (Superior) A.M. Best Rating
- AA- Standard & Poor's Rating

FORM: Proprietary & Integrated

LIMITS

Coverage Group	Employee Theft	Forgery or Alteration	Theft of Money & Securities (Inside the Premises)	Robbery or Safe Burglary (Inside the Premises)	Outside the Premises	Computer & Funds Transfer Fraud	Money Orders & Counterfeit Money
5	\$250,000	\$250,000	\$250,000	\$100,000	\$250,000	\$250,000	\$250,000

DEDUCTIBLE

\$1,000 (each claim)

POLICY HIGHLIGHTS:

Separate Limits Apply to Each Coverage
 Broad Definition of Employee
 Non-auditable
 Faithful Performance of Duty

NOTES:

Fraudulent Impersonation is INCLUDED

Section 4. COMMERCIAL GENERAL LIABILITY (Included in the proposal? Yes)

- ISSUER:**
- California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority (JPRIMA)
 - No Joint and Several Liability for Members
 - 100% Reinsured
- REINSURER**
- A+ XV (Superior) A.M. Best Rating
 - AA- Standard & Poor's Rating
- FORM:** Proprietary & Integrated

LIMITS

General Aggregate	\$10,000,000
Products & Completed Operations Aggregate	\$10,000,000
Each Occurrence	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Damage to Premises Rented to You	\$1,000,000
Medical Payments	\$10,000

DEDUCTIBLE

\$0 (each occurrence)

SELECTED OPTIONAL COVERAGES

Failure to Supply Liability
Inverse Condemnation

POLICY HIGHLIGHTS:

- Duty to Defend w/ Defense Costs In Addition to Limits
- Broad Definition of Enrolled Named Member – including, but not limited to Employees, Volunteers, Elected or Appointed Officials
- Host Liquor Liability, Unless Otherwise Excluded
- Owned (Up to 100 HP – higher available by endorsement) & Nonowned Watercraft
- Blanket Additional Enrolled Named Member
- Water & Wastewater Testing Errors and Omissions
- Failure to Supply (No ISO limitation)
- Lead (potable water)
- Waterborne Asbestos (potable water)
- Product Recall
- Impaired Property
- Fungi & Bacteria
- Non-auditable

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
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SPECIAL COVERAGES

Asbestos: Exclusion exception wherein coverage is provided for bodily injury or property damage arising out of potable water which is supplied to others.

Contractual Liability - Railroads: Coverage is provided for any contract or agreement that indemnifies a railroad for bodily injury or property damage arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing. Available via endorsement only.

Damage to Impaired Property or Property Not Physically Injured: Exclusion exception wherein the Damage to Impaired Property or Property Not Physically Injured exclusion does not apply to potable water, non-potable water, or wastewater as well as any loss of use of other property arising out of a sudden and accidental physical injury to the member's product or work after it has been put to its intended use.

Failure to Supply: Coverage is provided for bodily injury or property damage arising out of the failure of any member to adequately supply water.

Fungi or Bacteria: Exclusion exception wherein the Fungi or Bacteria exclusion does not apply to a) any fungi or bacteria that are on or are contained in a good or product intended for consumption; or b) any injury or damage arising out of or caused by your water, irrigation, or wastewater intake, outtake, reclamation, treatment, or distribution process.

Lead: Exclusion exception to Lead, Electromagnetic Radiation, Nuclear exclusion that creates an exception for potable water you supply to others for claims involving the toxic properties of lead, or any material or substance containing lead.

Recall of Products, Work or Impaired Property: Exclusion exception where in the Recall of Products, Work or Impaired Property exclusion does not apply to potable water, non-potable water, or wastewater.

Pollution: The pollution exclusion contains the following exceptions:

- To bodily injury if sustained within a building owned or occupied by a member and caused by smoke, fumes, vapor, or soot if produced or originating from certain equipment.
- To bodily injury or property damage arising out of heat, smoke, fumes from a hostile fire occurring or originating from certain premises, sites, or locations as outlined in the policy.
- To bodily injury or property damage that occurs as a result of your operations (unless otherwise specifically excluded) including:
 - › Potable water supplied to others;
 - › Chemicals used in your water/wastewater treatment process;
 - › Chemicals you use, apply or store for your ownership, maintenance, or operation of swimming pools;
 - › The use, application or storage of road salt or similar substances designed and used for snow/ice removal;
 - › Natural gas or propane gas you use in your water or wastewater treatment process;
 - › Urgent response for the protection of property, human life, health or safety conducted away from premises you own, rent or occupy;
 - › Training operations;
 - › Water runoff from the cleaning of equipment use in emergency service activities;
 - › Storage or application of pesticides/herbicides if such storage or application meets all standards of any statute, ordinance, regulation or license requirement of any federal, state or local government; or
 - › Fuels, lubricants or other operating fluids needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of "mobile equipment" subject to additional policy terms.
 - › To bodily injury or property damage if such bi/pd is caused by the escape of back-up of sewage or wastewater from any sewage treatment facility or fixed conduit that you own, operate, lease, control.
 - › This coverage applies only to a short-term pollution event reported within 14 days after ending and the discharge is accidental, unintended, and stopped asap.

Water & Wastewater Testing Errors and Omissions: Coverage is provided for damages arising out of an act, error, or omission which arises from your water or wastewater testing.

Who is Covered: Coverage is extended to Scheduled Named Members comprising individuals, spouses, partnerships, joint ventures, corporations, trusts, limited liability companies, public entities, operating authorities, boards, commissions, districts, governmental units, nonprofit entities, and other organizations. Members also include: elected or appointed officials; employees or volunteer workers; real estate managers; temporary custodians; legal representatives; medical directors;

MEMBER: San Antonio Water Company
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mutual aid agreements; Good Samaritans; owners of commandeered equipment; blanket additional enrolled named members; and newly acquired or formed entities.

KEY DEFINITIONS

Insured (Member) Contract:

- › A contract for a lease or premises (see full terms and conditions).
- › A sidetrack agreement;
- › Any easement or license agreement, except in connection with construction or demolition operations on or within fifty (50) feet of a railroad;
- › An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;
- › An elevator maintenance agreement;
- › That part of any other contract or agreement pertaining to your operations (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for bodily injury or property damage to a third person or organization (see full terms and conditions).

Suit: Means a civil proceeding in which damages because of bodily injury, property damage, personal and advertising injury, medical incident, law enforcement wrongful act, or a water or wastewater professional activity to which this insurance applies are alleged. Suit includes: a) An arbitration proceeding in which such damages are claimed and to which the member must submit or does submit with our consent; or 2) Any other civil alternative dispute resolution proceeding in which such damages are claimed and to which the member submits with our consent.

NOTES:

San Bernardino County Flood Control District and County of San Bernardino and Holliday Rock Co., Inc. will be named as additional insureds per expiring

Section 5. PUBLIC OFFICIALS & MANAGEMENT LIABILITY
(Included in the proposal? Yes)

ISSUER:

- California Association of Mutual Water Companies
 Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

REINSURER

- A+ XV (Superior) A.M. Best Rating
- AA- Standard & Poor's Rating

FORM: Proprietary & Integrated

LIMITS

Coverage A: Wrongful Acts	\$	1,000,000	Each Wrongful Act or Offense
- Employment Practices		Included	
- Employee Benefits Liability		Included	
Coverage B: Injunctive Relief	\$	5,000	Each Action
Aggregate Limit	\$	10,000,000	Coverage A & B Combined

WRONGFUL ACTS DEDUCTIBLE

\$1,000
 (each Wrongful Act or Offense Excluding Expenses)

**WRONGFUL ACTS RETROACTIVE DATE
 (CLAIMS-MADE)**

N/A

EMPLOYMENT PRACTICES DEDUCTIBLE

\$25,000
 (each Wrongful Act or Offense Including Expenses)

**EMPLOYMENT PRACTICES RETROACTIVE DATE
 (CLAIMS-MADE)**

N/A

**EMPLOYEE BENEFITS LIABILITY RETROACTIVE DATE
 (CLAIMS-MADE)**

N/A

POLICY HIGHLIGHTS:

- Duty To Defend
- Broad Definition of Named Enrolled Named Member
- Third Party Offense Coverage
- Non-auditable

SELECTED OPTIONAL COVERAGES:

Inverse Condemnation

KEY DEFINITIONS

Employment Practices: Injury, including consequential bodily injury, arising from any of your employment practices including, but not limited to:

- › Discrimination;
- › Harassment;
- › Retaliation;
- › Any actual or alleged wrongful dismissal, discharge, or termination (either actual or constructive) of employment, including breach of an implied employment contract or an implied covenant of good faith and fair dealing in an employment contract;
- › Any actual or alleged wrongful hiring, demotion, discipline, evaluation, supervision and investigation of an employee or intentional interference with an employment contract;
- › Any actual or alleged wrongful deprivation of a career opportunity, to promote an employee or the wrongful failure to employ;

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
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- Any actual or alleged false arrest, false imprisonment, false detention or malicious prosecution, libel, slander, defamation, disparagement or invasion of the right of privacy, as respects employment practices;
- The violation of any federal, state, or local statutes, rules or regulations applicable to employers;
- The development, implementation, and enforcement of any and all practices, policies and procedures governing any aspect of employment practices;

Injunctive or Declaratory Relief: (a) means equitable relief sought through the demand for the issuance of a permanent, preliminary, or temporary injunction, restraining order, or similar prohibitive writ against, or order for specific performance by, a member; or (b) any request that a court make a finding of law or fact, provided such action is filed during the policy period.

Wrongful Act: means any actual or alleged error, act, omission, neglect, misfeasance, nonfeasance, or breach of duty, including violation of any civil rights law, by any member in discharge of their duties individually or collectively that results directly but unexpectedly and unintentionally in damages to others.

NOTES:

Section 6. BUSINESS AUTO (Included in the proposal? Yes)

ISSUER: ▪ California Association of Mutual Water Companies
 Joint Powers Risk and Insurance Management Authority (JPRIMA)
 ▪ No Joint and Several Liability for Members
 ▪ 100% Reinsured

REINSURER ▪ A+ XV (Superior) A.M. Best Rating
 ▪ AA- Standard & Poor's Rating

FORM: Proprietary & Integrated

PORTFOLIO

Coverage	Symbol	Limit
Combined Single Limit for Bodily Injury & Property Damage (each accident)	1	\$1,000,000
Hired Auto Liability	8	\$1,000,000
Non-Owned Auto Liability	9	\$1,000,000
Medical Payments	2	\$5,000
Uninsured / Underinsured Motorists	2	\$1,000,000
Hired Physical Damage	8	\$100,000
Physical Damage – Comprehensive	2	ACV
Physical Damage – Collision	2	ACV

DEDUCTIBLE

Liability: \$0 (per accident)

Comprehensive: \$1,000 (each covered auto)

Collision: \$1,000 (each covered auto)

FLEET COVERAGE ENHANCEMENTS & COVERAGE EXTENSIONS (As Applicable)

- Fleet Automatic Coverage
- Commercial Auto 360 Endorsement
- Pollution Liability – Broadened Coverage for Covered Autos

NOTES:

The Business Auto Coverage requires 17-digit VIN Numbers. The member's policy cannot be released without this information.

Refer to the auto proposal for per vehicle coverages

San Bernardino County Flood Control District and County of San Bernardino and Holiday Rock Co., Inc. will be named as additional insureds per expiring.

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
 Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

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Section 7. COMMERCIAL EXCESS LIABILITY (Included in the proposal? Yes)

- ISSUER:**
- California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority (JPRIMA)
 - No Joint and Several Liability for Members
 - 100% Reinsured
- REINSURER**
- A+ XV (Superior) A.M. Best Rating
 - AA- Standard & Poor's Rating
- FORM:** Proprietary & Integrated

LIMITS

\$10,000,000/\$10,000,000

SCHEDULED UNDERLYING COVERAGE FORMS

Commercial General Liability – Included

Auto Liability – Included

Public Officials & Management Liability (Wrongful Acts) – Included

Employers' Liability: (minimum underlying limit requirement of \$500,000 / \$500,000 / \$500,000) – Included

Other:

NOTABLE COVERAGES INCLUDED IN THE EXCESS (require minimum underlying limits of \$1,000,000)

Law Enforcement Liability (General Liability) – Excluded

Hired and Non-Owned Auto Liability (General Liability) – Excluded

Abuse and Molestation Coverage (General Liability) - Excluded

Employee Benefit Plans (General Liability) – Excluded

Inverse Condemnation (General Liability) – Included

Hired and Non-Owned Auto Liability (Owned Auto) – Included

Employment Practices (POML) – Included

Employee Benefit Plans (POML) – Included

Inverse Condemnation (POML) – Included

NOTABLE EXCLUSIONS:

- Workers' Compensation
- Uninsured Motorists / Underinsured Motorists
- Underlying Limits < \$1,000,000 except for Employer's Liability

NOTES:

Employers' Liability subject to MRSL security requirements.

This insured has WC placement with Zenith Insurance Company. EI will be added to the Schedule of Underlying services on the Excess Dec.

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

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Section 8. UNDERWRITING SUBJECTIVITIES AND GENERAL NOTES

- ISSUER:**
- California Association of Mutual Water Companies
Joint Powers Risk and Insurance Management Authority (JPRIMA)
 - No Joint and Several Liability for Members
 - 100% Reinsured
- REINSURER:**
- A+ XV (Superior) A.M. Best Rating
 - AA- Standard & Poor's Rating
- FORM:** Proprietary & Integrated
- MEMBER:** San Antonio Water Company

GENERAL NOTES

QUOTE SUBJECTIVITIES:

THE FOLLOWING ITEMS ARE DUE AT THE TIME OF BINDING:

- ▶ Signed and Dated Public Entity Application and Member FEIN # (required to bind auto).
- ▶ Terrorism: This coverage is included in most jurisdictions (all but 8) without an associated charge for Package (Property/GL). In those instances, a signed selection/rejection is **not** required. In the 8 jurisdictions with an associated charge including the entire State of California for Excess, a signed selection/rejection form is required to be returned at the time of binding.
- ▶ Signed and Dated Uninsured/Underinsured Motorist Selection/Rejection Form.
- ▶ Copy of the latest Dam Inspection reports and member response to any inspection deficiencies, if applicable and not already provided.
- ▶ Signed Statement of Values (Property, Inland Marine and Auto, as applicable).
- ▶ Provide Name, Phone Number, and Email Address for both the Risk Manager and Boiler & Machinery Inspection contacts.
- ▶ Provide a complete driver schedule including name, date of birth, and license number.

MEMBER: San Antonio Water Company
EFFECTIVE DATE: 4/1/2024

DISCLAIMER: Actual coverage is subject to the language of the policies as issued.
Your issued policy may contain limits, exclusions, and limitations that are not detailed in this proposal.

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ALLIED PUBLIC RISK - STATEMENT OF VALUES
 INSURED: San Antonio Water Company
 POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC/ BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTH- QUAKE (Y or N)
1-1	400 E. 20th, Upland, CA 91786	Booster #1A	Yes	\$1,016,500	\$0	\$1,016,500	Replacement Cost	N	N
1-2	400 E. 20th, Upland, CA 91786	Reservoir #1	Yes	\$144,743	\$0	\$144,743	Replacement Cost	N	N
1-3	400 E. 20th, Upland, CA 91786	Carport Structure	Yes	\$27,820	\$0	\$27,820	Replacement Cost	N	N
2-1	1572 Golf Club Drive, Upland, CA 91786	Well Site #3	Yes	\$83,460	\$0	\$83,460	Replacement Cost	N	N
2-2	1572 Golf Club Drive, Upland, CA 91786	Well Site #24	Yes	\$27,820	\$0	\$27,820	Replacement Cost	N	N
3-3	1572 Golf Club Drive, Upland, CA 91786	Control Pannel	Yes	\$428,000	\$0	\$428,000	Replacement Cost	N	N
3-1	2570 Mesa Terrace, Upland, CA 91786	Booster #14	Yes	\$143,380	\$0	\$143,380	Replacement Cost	N	N
3-2	2570 Mesa Terrace, Upland, CA 91786	Forebay Bldg	Yes	\$288,900	\$359,520	\$648,420	Replacement Cost	N	N
3-3	2570 Mesa Terrace, Upland, CA 91786	Mlox Bldg.	Yes	\$162,640	\$48,150	\$210,790	Replacement Cost	N	N
4-1	2510 N. Euclid, Upland, CA 91786	Booster #16	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
5-1	2790 Mountain Ave., Upland, CA 91786	Booster #17	Yes	\$95,701	\$0	\$95,701	Replacement Cost	N	N
6-1	2602 Holly Drive, Upland, CA 91786	Booster #19	Yes	\$367,010	\$0	\$367,010	Replacement Cost	N	N

 PRINTED NAME

 AUTHORIZED SIGNATURE

 DATE

ALLIED PUBLIC RISK - STATEMENT OF VALUES
 INSURED: San Antonio Water Company
 POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC / BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTHQUAKE (Y or N)
7-1	San Antonio/Shin Rd., Upland, CA 91786	Edison Box	Yes	\$110,959	\$0	\$110,959	Replacement Cost	N	N
8-1	2345 Paloma Curve, Upland, CA 91786	Reservoir #4	Yes	\$166,920	\$0	\$166,920	Replacement Cost	N	N
9-1	Mtn & San Antonio Dam, Upland, CA 91786	Reservoir #6	Yes	\$612,040	\$0	\$612,040	Replacement Cost	N	N
9-2	Mtn & San Antonio Dam, Upland, CA 91786	Reservoir #5	Yes	\$304,950	\$0	\$304,950	Replacement Cost	N	N
10-1	2575 E. Spring Terrace, Upland, CA 91786	Reservoir #7	Yes	\$1,580,068	\$0	\$1,580,068	Replacement Cost	N	N
11-1	1715 Benson Avenue, Upland, CA 91786	Well Site #25a	Yes	\$144,664	\$0	\$144,664	Replacement Cost	N	N
12-1	1519 W. 24th Street, Upland, CA 91786	Reservoir #9	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
13-1	885 E. 26th Street, Upland, CA 91786	Reservoir #12	Yes	\$2,782,000	\$0	\$2,782,000	Replacement Cost	N	N
13-2	885 E. 26th Street, Upland, CA 91786	Well #32	Yes	\$41,088	\$0	\$41,088	Replacement Cost	N	N
14-1	Holly Dr. & 26th St., Upland, CA 91786	Reservoir #14	Yes	\$83,460	\$0	\$83,460	Replacement Cost	N	N
15-1	1464 Golf Club Drive, Upland, CA 91786	Well Site #2	Yes	\$50,076	\$0	\$50,076	Replacement Cost	N	N
16-1	2294 4th Ave., Upland, CA 91786	Well Site #15	Yes	\$44,512	\$0	\$44,512	Replacement Cost	N	N
16-2	2294 4th Ave., Upland, CA 91786	Well Site #16	Yes	\$226,307	\$0	\$226,307	Replacement Cost	N	N

PRINTED NAME

AUTHORIZED SIGNATURE

DATE

ALLIED PUBLIC RISK - STATEMENT OF VALUES
INSURED: San Antonio Water Company
POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC / BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTHQUAKE (Y or N)
16-3	2294 4th Ave., Upland, CA 91786	Booster #18	Yes	\$194,740	\$0	\$194,740	Replacement Cost	N	N
17-1	1540 Red Hill N. Drive, Upland, CA 91786	Well Site #22	Yes	\$133,536	\$0	\$133,536	Replacement Cost	N	N
18-1	1759 W. 17th St., Upland, CA 91786	Well Site #26	Yes	\$72,332	\$0	\$72,332	Replacement Cost	N	N
18-2	1813 W. 17th St., Upland, CA 91786	Well Site #27a	Yes	\$144,664	\$0	\$144,664	Replacement Cost	N	N
19-1	1680 Hunningbird Ln., Upland, CA 91786	Well Site #31	Yes	\$33,384	\$0	\$33,384	Replacement Cost	N	N
0-1	139 N. Euclid, Upland, CA 91786	Office	Yes	\$278,200	\$252,870	\$531,070	Replacement Cost	N	N
20-2	139 N. Euclid, Upland, CA 91786	Garage	Yes	\$22,256	\$4,280	\$26,536	Replacement Cost	N	N
21-1	172 S. 1st Ave., Upland, CA 91786	Yard Bldg/Cont	Yes	\$150,228	\$0	\$150,228	Replacement Cost	N	N
21-2	172 S. 1st Ave., Upland, CA 91786	Storage Bldg	Yes	\$22,256	\$0	\$22,256	Replacement Cost	N	N
22-1	885 East 26th St., Upland, CA 91786	Booster #20 - Pump	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
22-2	885 East 26th St., Upland, CA 91786	Booster #20 - Control Panel	Yes	\$111,280	\$0	\$111,280	Replacement Cost	N	N
23-1	2777 N. Mountain Ave. 'C', Upland, CA 91786	Tunnel Shaft 6 Miox Building	Yes	\$147,553	\$0	\$147,553	Replacement Cost	N	N

Total Values Subject to the Blanket: \$11,734,928

PRINTED NAME

AUTHORIZED SIGNATURE

DATE

ALLIED PUBLIC RISK - STATEMENT OF VALUES
INSURED: San Antonio Water Company
POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

LOC/ BLDG NUM	ADDRESS	BUILDING DESCRIPTION	INCL IN BLANKET	BUILDING VALUE	CONTENTS VALUE	TOTAL INSURED VALUE	VALUATION	FLOOD (Y or N)	EARTH- QUAKE (Y or N)
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All Other Values: \$0

PRINTED NAME **AUTHORIZED SIGNATURE** **DATE**

ALLIED PUBLIC RISK - INLAND MARINE SCHEDULE
INSURED: San Antonio Water Company
POLICY YEAR EFFECTIVE: 4/1/2024 - 4/1/2025

ITEM NUM	IM CATEGORY	DESCRIPTION	SERIAL #/ID#	MODEL YEAR	TOTAL INSURED VALUE	VALUATION
1	Blanket Tools and Equipment	Misc. Tools & Equipment/\$10K Max Item			\$70,003	ACV
2	Scheduled Equipment	CONEQ / Airman Compressor	5773108802		\$11,962	ACV
3	Scheduled Equipment	Excavator - John Deer 17G	1FF017GXAFK225723	2016	\$39,403	ACV
4	Scheduled Equipment	Backhoe - 2019 CA	NJC753266		\$106,653	ACV
5	Scheduled Equipment	Toyota Forklift	77426 / 7FGU25		\$12,391	ACV

PRINTED NAME **AUTHORIZED SIGNATURE** **DATE**

Joint Powers Risk and Insurance Management Authority Proposal

Insured		03/08/2024
San Antonio Water Company 139 N. Euclid Avenue Upland, CA 91786		Policy: FEIN: 95-1183990 e-mail:

Description	Renewal	Business Auto	\$12,824.00
Lock Rates Date	04/01/2024		
Effective Date	04/01/2024		
Expiration Date	04/01/2025	Total	\$12,824.00
Type of Business	Renewal		
Program Name	WaterPlusMunich		
		Policy Surcharges and Taxes	
		POLICY TOTAL	\$12,824.00

Policy Totals Breakdown

Business Auto	
Liability	\$8,259.00
Medical	\$392.00
UM/UIM	\$497.00
Other Than Coll	\$769.00
Collision	\$2,407.00
Hired Auto	\$250.00
Non-Owned	\$250.00
Total	\$12,824.00

Policy Information - Business Auto

Legal Entity	Other	Type of Fleet	Fleet
Liability	1,000,000	CSL Deductible	Full
NAICS Class	221310 Water supply systems		

Location 1 Joint Powers Risk and Insurance Management Authori

139 N. Euclid Avenue	Business Auto	\$12,824.00
land, CA 91786		
San Bernardino County	Total	\$12,824.00

Business Auto

Territory 159	Total Fleet Premium Information...
	Liability \$8,375
	UM/UIM \$497
	Med Pay \$392
	OTC \$769
	Collision \$2,407
	Non-Owned \$134
	Hired \$250
	Fleet Grand Total \$12,824

Hired Auto: Liability class 6619, Physical Damage class 6619

	Limit/Ded	Premium
Liability	1,000,000	\$250†

†Liab Minimum Applies: 250

Non-Owned Auto class 6601 (10 Employees)

	Limit	Premium
Liability	1,000,000	\$134

Vehicles

Vehicle # 1 - Truck 2012 Ford F350 1FD8W3E64CEC78287			
Cost New 41,188	Code 21499	Age Group 13	Vehicle Total \$1,401

	Limit	
Liability	1,000,000	\$1,064
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$74
	Deduct	Premium
Collision	1,000	\$136

Vehicle # 2 - Truck 2012 Ford F550 1FDUF5GT4GEA43661			
Cost New 62,479	Code 21499	Age Group 13	Vehicle Total \$1,514

	Limit	
Liability	1,000,000	\$1,126
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$86
	Deduct	Premium
Collision	1,000	\$175

Vehicle # 3 - Truck 2004 Chevrolet Pickup 1GBHC2928E311490			Vehicle Total	\$1,143
Cost New 33,750	Code 01499	Age Group 21		

	Limit	
liability	1,000,000	\$910
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$39
	Deduct	Premium
Collision	1,000	\$67

Vehicle # 4 - Truck 2014 Ford F-250 1FT7X2BT9EEA97514			Vehicle Total	\$1,532
Cost New 48,429	Code 01499	Age Group 11		

	Limit	
Liability	1,000,000	\$1,141
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$83
	Deduct	Premium
Collision	1,000	\$181

Vehicle # 5 - Truck 2019 Ford F-250 1FT7X2BT4KEC70321			Vehicle Total	\$1,930
Cost New 57,723	Code 01499	Age Group 6		

	Limit	
Liability	1,000,000	\$1,344
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$125
	Deduct	Premium
Collision	1,000	\$334

Vehicle # 6 - Truck (Used in Dumping) 2023 Mack Dump Truck 1M2MDAAA4PS071697			Vehicle Total	\$2,394
Cost New 108,900	Code 31479	Age Group 2		

	Limit	
Liability	1,000,000	\$1,272
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$169
	Deduct	Premium
Collision	1,000	\$826

Vehicle # 7 - Truck 2024 Freightliner M2 Plus 3ALACWFE9RDVJ5072			Vehicle Total	\$2,410
Cost New 124,687	Code 31499	Age Group 1		

	Limit	
Liability	1,000,000	\$1,402
	Limit	Premium
Med Payments	5,000	\$56
Un Motorist	1,000,000	\$71
	Deduct	Premium
Comprehensive	1,000	\$193
	Deduct	Premium
Collision	1,000	\$688

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**SAN ANTONIO WATER COMPANY
PREMIUM COMPARISON**

			5/1/2023 to 5/1/2024			5/1/2023 to 5/1/2024		
			CalMutuals/JPRIMA			CalMutuals/JPRIMA		
			Zenith			Zenith		
			A X			A X		
COVERAGE								
WORKERS COMPENSATION								
State	Class Code	Description	Estimated Payroll	Base Rate	Net Rate	Estimated Payroll	Base Rate	Net Rate
CA	7520	Waterworks Operations	\$520,263	3.85	2.75	\$465,950	3.85	2.78
CA	8742	Salespersons-Outside	\$0	0.89	0.64	\$480,503	0.79	0.57
CA	8810	Clerical – NOC	\$594,796	0.66	0.47	\$187,347	0.60	0.43
Experience Modification			84%			81%		
Total Payroll			\$1,115,059			\$1,133,800		
Estimated Premium			\$17,105			\$16,479		
State Fees & Assessments			\$1,001			\$997		
TOTAL ESTIMATED PREMIUM			\$18,106			\$17,476		

Refer to policy for complete terms and conditions.

Subjectivity to bind:

Form 701 section D, signed and returned.



Renewal Proposal of # Z137711003

Date: 03/08/2024

SAN ANTONIO WATER COMPANY
139 N Euclid Ave
Upland CA 91786-6036

George Pappas

ALLIED COMMUNITY INSURANCE SERVICES LLC
Prod Cd: 093499A 20.0
(717) 657-9671
11452 EL CAMINO REAL
SUITE 250
SAN DIEGO CA 92130

Workers' Compensation Proposal

Policy Period: 05/01/2024 at 12:01 a.m. to
05/01/2025 at 12:01 a.m.

Employer's Liability Limits: 1,000,000/1,000,000/1,000,000

Group Membership: WATER INDUSTRY GROUP >= \$9,200

Estimated Payroll : \$1,133,800
Total Estimated Premium (without fees): \$16,479
Total State Fees & Assessments: \$997
Total Estimated Premium Incl Charges: \$17,476

Selected Payment Plan

Selected Payment Option:	Installment Plan
Billing Type:	Direct Bill
Frequency:	Monthly
Deposit Premium:	\$2,472 / 15%
State Fees & Assessments:	\$149
Total Due Up Front:	\$2,621

Zenith Insurance Company and its wholly owned subsidiary ZNAT Insurance Company (together, "Zenith") offer flexible payment options and there is never a charge for installments.

You will be billed directly by Zenith Insurance Company.

The remaining amount due will be paid in 8 installments of \$1,857.

Dividend Plan for WATER INDUSTRY GROUP >= \$9,200

This proposal is based on the employer's membership in the WATER INDUSTRY GROUP >= \$9,200, and if accepted, will make the insured member eligible for future dividends which may be declared by the Zenith Insurance Company Board of Directors. Under California workers' compensation insurance, a dividend is a refund to the policyholder that represents a portion of the premium that the insurer did not need to pay claims or meet expenses.

Under California law it is unlawful for an insurer to promise the future payment of dividends under an unexpired workers' compensation policy or to misrepresent the conditions for dividend payment. Dividends are payable only pursuant to conditions determined by the Board of Directors or other governing board of the Zenith Insurance Company following policy expiration. Forfeiture of a right to, reduction in the amount of, or delay in the payment of a policyholder's dividend due to the policyholder's failure to accept renewal of the policy or subsequent policies issued by the same insurer is illegal and constitutes an unfair practice.

It is a misdemeanor for any insurer or officer or agent thereof, or any Insurance broker or solicitor, to promise the payment of future workers' compensation dividends. Past dividend performance is no guarantee of an insurer's future dividend performance.

This proposal is good until 05/01/2024 at 12:01 a.m. and is subject to the terms and conditions of the policy for which this proposal is given, including any special conditions and/or exclusions that may apply. This proposal does not constitute an insurance policy.

- * This proposal is based on information given to us. Please verify the information contained in this proposal and read the Proposal Disclaimer carefully.
- * This proposal was issued by: Zenith Insurance Company, 3 Park Pl - Ste 200, Dublin, CA 94568 Phone: (925) 416-5395, Underwriter: Nicole Pearson

**California Premium Calculation
Zenith Insurance Company**

STATE COVERAGE									
State	From	Through	Class Code	Description	No. of Emp FT/PT	Est. Payroll	Manual Rate	Est. Manual Premium	Est Net Rate*
CA	05/01/24	05/01/25	7520-0	WATER COMPANIES--ALL EMPLOYEES--INCLUDING CONSTRUCTION OR EXTENSION OF LINES.	5/0	465,950	3.85	17,939	2.78
CA	05/01/24	05/01/25	8742-0	SALESPERSONS--OUTSIDE.	2/0	480,503	0.79	3,796	0.57
CA	05/01/24	05/01/25	8810-0	CLERICAL OFFICE EMPLOYEES--N.O.C.	2/1	187,347	0.60	1,124	0.43

*Est. Net Rate is the manual rate modified by an experience modification factor (if applicable) and other adjustments.

California Adjustments and Calculation Details

05/01/24 to 05/01/25

State Manual Premium			\$22,859
Modified Premium (estimated)		(81.00%)	\$-4,343
Employers Liability Limits 1,000,000 Per Accident 1,000,000 Per Disease 1,000,000 Policy Limit		(.00%)	\$0
Risk Adjustment		(-11.00%)	\$-2,037
State Regulatory Assessment		.056375	\$929
Ciga Charges		0	\$0
State Regulatory Fraud Assessment		.004122	\$68
Total State Assessments			\$997
Total Estimated Policy Premium & Fees			\$17,476

The experience modification factor has been estimated. When the actual experience modification factor is published, it will be endorsed to our policy with no change in risk adjustment factor.

Notices and Disclaimers

PROPOSAL DISCLAIMER: *This proposal is subject to the information provided by you and/or the insurance agent, verification of this information and the applicable rates and underwriting guidelines applicable at the time. All proposals are for illustration purposes only; the actual premiums and coverage will be based on certain underwriting criteria, manuals, rates, rating plans and classifications. We reserve the right to change our manuals and apply the changes to the policy if authorized by law or a governmental agency regulating this insurance. The premium calculation details shown are estimates. The final premium will be determined after the policy ends by using the actual, not the estimated, premium basis and the proper classifications and rates that lawfully apply to the business and work covered by the policy. The final premium may also be affected by certain state legislative and/or regulatory changes. If the final premium is more than the premium you paid to us, you must pay us the balance. If the final premium is less, we will refund the balance to you. The final premium will not be less than the highest minimum premium for the classifications covered by this policy. You may be subject to a cancellation penalty in the event you cancel the policy prior to the policy expiration date. In the event any provision of this proposal and any provision of the policy, including endorsements, if any, are inconsistent or conflicting, the inconsistent or conflicting provision of the policy shall control.*

POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE: *Coverage for acts of terrorism is included in the proposal. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury - in consultation with the Secretary of Homeland Security, and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under the coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019, and 80% beginning on January 1, 2020 of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits United States government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced. The portion of the annual premium that is attributable to coverage for acts of terrorism is CA \$0.00 per \$100 of payroll and does not include any charges for the portion of losses covered by the United States government under the Act.*

NOTICE OF MEDICAL PROVIDER NETWORK/PANEL: *Our medical management team maintains a comprehensive medical provider network or panel depending on the region, that includes a full range of health care providers, primary, and specialty care physicians, as well as hospitals and associated services. The health care service providers in our network have been selected based on their geographic location, specialty and credentials. All workers' compensation medical treatment provided under the policy will be administered by appropriately credentialed providers according to nationally accepted evidence-based treatment guidelines.*

CALIFORNIA EXECUTIVE OFFICER, PARTNER, MANAGING MEMBER EXCLUSIONS: *Any Officer, Director, Partner or Managing Member that desires to be excluded from coverage must complete the attached waiver (one signed waiver per excluded individual) - the law strictly prohibits our ability to exclude these individuals from coverage until we have received and accepted a signed waiver. Please return any/all signed waivers with binding order or instructions to your local Zenith underwriting office.*

California Short-Rate Cancellation Disclosure Notice

**IMPORTANT NOTICE ABOUT THE POLICY OF INSURANCE FOR WHICH YOU HAVE APPLIED
PLEASE READ THE FOLLOWING INFORMATION CAREFULLY**

The policy for which you have applied contains a cancellation provision that permits us to refund premium on a basis other than the pro rata when you cancel the policy. Under the policy for which you have applied, if you cancel the policy, your final premium will be calculated based on the time your policy was in force with us, increased by the percentage specified in the short-rate cancellation table listed below.

Short Rate Cancellation Table

Short Rate Cancellation Table FOR TERM OF ONE YEAR					
Days Policy In Force	Percent of One Year Premium	Days Policy In Force	Percent of One Year Premium	Days Policy In Force	Percent of One Year Premium
1	5%	95-98	37%	219-223	69%
2	6%	99-102	38%	224-228	70%
3-4	7%	103-105	39%	229-232	71%
5-6	8%	106-109	40%	233-237	72%
7-8	9%	110-113	41%	238-241	73%
9-10	10%	114-116	42%	242-246 (8 mos.)	74%
11-12	11%	117-120	43%	247-250	75%
13-14	12%	121-124 (4 mos.)	44%	251-255	76%
15-16	13%	125-127	45%	256-260	77%
17-18	14%	128-131	46%	261-264	78%
19-20	15%	132-135	47%	265-269	79%
21-22	16%	136-138	48%	270-273 (9 mos.)	80%
23-25	17%	139-142	49%	274-278	81%
26-29	18%	143-146	50%	279-282	82%
30-32 (1 mo.)	19%	147-149	51%	283-287	83%
33-36	20%	150-153 (5 mos.)	52%	288-291	84%
37-40	21%	154-156	53%	292-296	85%
41-43	22%	157-160	54%	297-301	86%
44-47	23%	161-164	55%	302-305 (10 mos.)	87%
48-51	24%	165-167	56%	306-310	88%
52-54	25%	168-171	57%	311-314	89%
55-58	26%	172-175	58%	315-319	90%
59-62 (2 mos.)	27%	176-178	59%	320-323	91%
63-65	28%	179-182 (6 mos.)	60%	324-328	92%
66-69	29%	183-187	61%	329-332	93%
70-73	30%	188-191	62%	333-337 (11 mos.)	94%
74-76	31%	192-196	63%	338-342	95%
77-80	32%	197-200	64%	343-346	96%
81-83	33%	201-205	65%	347-351	97%
84-87	34%	206-209	66%	352-355	98%
88-91 (3 mos.)	35%	210-214 (7 mos.)	67%	356-360	99%
92-94	36%	215-218	68%	361-365 (12 mos.)	100%

Your **EPIC** Account Team & Contact Information

David McNeil, ARM

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909.919.7508
Cell 714.856.4221
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Overall Account Management

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Daily Account Management
Certificate Requests

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Workers Compensation Claims

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Property & Casualty Claims

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Overall Client Satisfaction

Margareta Thorsen

Vice President
626.583.2439
CA License 0833044
margareta.thorsen@epicbrokers.com
Fax 626.577.8940
Surety Bonds

General Contact Information

Main Number909.919.7880
Fax Number.....888.789.5971
Private Client.....415.356.3940

Benet Heames

310.494.1429
CA License 0G28380
benet.heames@epicbrokers.com
Employee Benefits



Insurance Brokers & Consultants
CA License OB29370

We Are **EPIC**

As a full service brokerage, EPIC provides you with a wide array of risk management, commercial insurance, personal insurance & employee benefits products and services

EPIC is a premier Independent Insurance Brokerage firm with expertise in the development, coordination and marketing of insurance portfolios. We already are one of the top insurance brokers in the United States of America with premium volume in excess of \$200 million.

Our client base is loyal and diversified which provides us with opportunities to trouble shoot the most complex of issues facing clients. We believe this experience makes us invaluable to our clients. Your challenges become our opportunities to prove our value to you. Our philosophy is "The client always comes first". We accomplish this through action as we do not have the corporate edicts or bureaucracy many of our competitor's must endure.

With EPIC Partner's acquisition of Calco, we not only remain flexible and hands-on, we have \$100 million in financial and corporate backing to provide the resources our clients need. EPIC's backing will enable our clients to have the best of both worlds! We believe this is an unbeatable combination.

The principals of EPIC each bring over 25 years of industry experience working with clients like Salesforce, Yahoo, Peoplesoft and Sanmina, to name a few. Our expansion will continue in California with a focus on Employee Benefits, Business Insurance, Technology, Wind & Energy, Construction and other specialized industry segments. Plans are in place to open several new locations including San Francisco and the East Bay, along with explosive growth in Sacramento and Southern California.

Commercial Insurance

Property, Casualty, Auto, Environmental, Directors and Officers, Employment Practices Liability, Professional Liability, Excess, Workers' Compensation, Crime, K&R, Fiduciary, Marine, Multinational, Warranty/Recall, Patent Infringement, Internet & Cyber Liability, and more ...

Emphasis in particular Industry segments: Technology, Construction, Wind & Energy, Real Estate and more ...

Employee Benefits

Toll free HELP Line, On-line Human Resource Services, Health & Benefits Fairs, 5500 Filing Signature Ready, Compliance Audit, COBRA Compliance Audit, Employee Communications Materials, Multinational Benefits, Benefits Management, 125 Plans, ERISA & HIPAA Compliance, Industry Surveys and more

Medical, Dental, Vision, Key Man Life, Executive Benefits, STD/LTD, Life/AD&D, Flex Spending Accounts, Long-term Care, 401K, Cobra Administration, EAP and more ...

Private Client

Provides personalized coverage and service to protect personal assets such as Homes of any value, standard and unique Automobiles, Excess Liability (Umbrella) for that extra level of protection, Watercraft from Yachts to Sailboats, Personal Articles such as Jewelry, Fine Arts, Wine Collections, Silverware, Musical Instruments, Sports Memorabilia .Our Private Client Division goes the extra mile to provide the best service possible by offering clients an Asset Protection Review, and more ...

EPIC's Service Commitment

EPIC will provide you with the following services:

- Return all telephone calls within 24 hours.
- Issue Certificates of Insurance on a 24-hour turnaround or same day if received before 3:00 PM (as needed).
- Process requests for insurance program changes promptly.
- Track the status of all open claims.
- Review estimated payrolls and receipts.
- Review coverages with you as needed or at least.
- Present renewal insurance program in a timely manner.
- Keep you up-to-date about important insurance industry developments throughout the year.

When to Notify **EPIC**

It is very important that we are informed whenever a significant change in your operation takes place.

We should be notified promptly of any change, such as:

- Additional locations, new construction/projects
- Change in property values
- Change of ownership
- Sudden changes in sales/income/payroll
- Change in hazards (increase or decrease)
- Change in security or protection
- Change in product line
- New contractual obligations
- Change of vehicles/drivers
- Change of operation
- Change in shipment
- Leased, rented and borrowed equipment

The above are listed *as examples* of situations we should be made aware of; there are many others as well. If any questions arise, please call us.

EPIC's Claims Advocacy

Claim reporting is simple!

Choose the most convenient method to report your claim:

- **Telephone:** 1.909.919.7880
- **Fax:** Complete your paperwork and fax it to us at 888.789.5971

- **Property & Casualty Claims and questions**
Kiersten Okihara-Gaines
Direct Line 1.909.919.7888
Email kiersten.okihara-gaines@epicbrokers.com

- **Workers' Compensation Claims and questions**
Max Rodriguez
Direct Line 1.909.919.7502
Email max.rodriquez@epicbrokers.com

Your EPIC Claims Team...second to none.

We have highly effective Claims Advocacy and Specialists with extensive depth and breadth. They have held positions with insurance carriers, insurance brokers and managing general agents representing reinsurance carriers. This experience provides our clients with broad-based claims expertise in multiple areas of insurance. Because of this diversity they are successful in communicating with all parties including claims adjusters, attorneys and you.

Our dedicated team responds to all of your Commercial Insurance claims needs including:

- Assisting you with reporting of Property & Casualty claims
- Providing you with Workers' Compensation claims reviews and advocacy
- Acting as liaison between you and the insurance carrier
- Reviewing summons and complaints prior to insurance carrier submission



CYBER LIABILITY & NETWORK SECURITY PROPOSAL

SPECIALIZED PRODUCT FOR WATER-RELATED ENTITIES: APRIL 1ST MASTER POLICY ANNIVERSARY DATE
 (PRICING WILL BE PRO-RATED TO COINCIDE WITH THE POLICY PERIOD NOTED BELOW)

APPLICANT:

POLICY PERIOD: to (12:01am PST)

ANNUAL REVENUE:

INSURER: Associated Industries Insurance Company, Inc.
<https://amtrustfinancial.com/>
 A.M. Best Rating: A-XV (Excellent)

FORM: Claims Made and Reported
 Defenses Costs Inside the Limit
 Duty to Defend

LIMITS: \$1,000,000 (per cyber event)
 \$10,000,000 (policy aggregate)
 180 Days Business Interruption Period of Restoration (subject to 24 hours waiting period)
 180 Days Business Interruption from Suppliers Period of Restoration (subject to 24 hours waiting period)

MASTER POLICY WITH SEPARATE LIMITS PER INSURED WITH A \$10,000,000 SHARED POLICY AGGREGATE FOR EACH TWELVE-MONTH POLICY PERIOD. INSURER WILL OFFER A ONE-TIME REINSTATEMENT OF AGGREGATE LIMIT FOR AN ADDITIONAL PREMIUM SHOULD THERE BE AN EXHAUSTION OF AGGREGATE LIMITS. NONADMITTED PROPOSAL.

COVERAGE:	Direct Loss to Insured	Limit	Loss Brought Against Insured	Limit
	Ransom Payment	\$	Privacy and Network Security	\$1,000,000
	Data and System Recovery	\$1,000,000	Regulatory Fines and Penalties	\$1,000,000
	Business Interruption	\$1,000,000	Payment Card	\$1,000,000
	Cyber Event	\$1,000,000	Media	\$1,000,000
	Suppliers Reputation Harm	\$ 500,000		
	Bricking Costs	\$ 50,000		
	Proof of Loss	\$ 50,000		
	Crypto Jacking	\$ 50,000		

ENHANCEMENT: Moonlighting Activities of State Based Actors

RETENTION: \$ per incident

CONDITION & TERMS: As per Policy Wording (refer to attached specimen policy)

PREMIUM: \$ Annualized Premium
 \$ Surplus Lines Taxes & Stamping Fee (3.18%)
 \$ Fully Earned Surplus Lines Filing Fee
 \$ JPRIMA Administrative Fee
 \$ **Total Cost Due***
 *Annualized cost, which will be pro-rated to 100% minimum earned premium.

REQUIREMENTS: Completed and Signed Application.
 Completed SLA-2 and D1 Forms (please complete as instructed in the sample)
 Heightened Patching (we recommend Alvaka Networks) <https://www.alvaka.net/patchworx/>
 \$1,000,000 ransomware limit requires 'YES' answers as follows:
 Under \$1M (Question #1)
 Between \$1-5M (Questions #1 through 5)
 Over \$5M (Questions #1 through 5)
 \$50,000 ransomware limit will be provided to enrolled insureds that answer 'NO' to any of the foregoing questions.

DISCLAIMER: Coverage offered on a claims-made basis with loss adjustment expenses included within the available limit of insurance. Any loss adjustment expenses paid under this coverage will reduce the available limit of insurance and may exhaust it completely. Actual coverage is subject to the language of the policies as issued. Your issued policy may contain limits, exclusions, and limitations that are not in this proposal or differ from the specimen policy.



CYBER LIABILITY & NETWORK SECURITY APPLICATION

WATER-RELATED ENTITIES W/ ANNUAL REVENUE BETWEEN \$1M – 5M

Coverage offered on a claims made basis with loss adjustment expenses included within the available limit of insurance. Any loss adjustment expenses paid under this coverage will reduce the available limit of insurance and may exhaust it completely. Please read the entire policy carefully.

SECTION I – GENERAL INFORMATION

Name of Applicant:
Address:
Telephone:
Website:
Contact / Email:
Type of Water-Related Entity:
Please list all subsidiaries for which coverage is requested under this policy:
Total Number of Employees:
Annual Revenue \$1M-5M: Yes No
Annual Revenue Amount:

SECTION II – RISK CONTROLS AND LOSS EXPERIENCE

Please use the Additional Information section for any answers requiring further explanation.

- 1. Do you secure remote access to your Corporate IT network with a minimum of 2FA? Yes No
 - 2. Do you have Air gap between your Corporate IT and Operational Technology system environments? Yes No
 - 3. Is this backed up data stored in an environment, which is completely separate to your network and tested at least every 180 days for integrity? Yes No
 - 4. Do you deploy a regularly updated (at least once a week) commercial grade firewall at all external gateways of your network? Yes No
 - 5. Do you run a regularly updated (at least once a week) commercial grade antivirus application across your entire network, including endpoints and servers? Yes No
- [If NO to any of the above questions – \$50,000 ransomware sublimit will apply]
- 6. During the last 3 years, have you suffered any cyber-related loss? Yes No

SECTION III - ADDITIONAL INFORMATION

This section may be used to provide additional information to any question on this application. Please identify the question number to which you are referring.

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that he/she is an authorized representative of the Applicant and declares to the best of his/her knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Underwriters in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Underwriters of such changes and the Underwriters may modify or withdraw the quote or binder. The signing of this Application does not bind the Underwriters to offer, or the Applicant to purchase the policy

NAME

TITLE (Must be signed by the President, Chairman, CEO, or Executive Director)

SIGNATURE

DATE

IMPORTANT NOTICE:

- 1. The insurance policy that you are applying to purchase is being issued by an insurer that is not licensed by the State of California. These companies are called “nonadmitted” or “surplus line” insurers.**
- 2. The insurer is not subject to the financial solvency regulation and enforcement that apply to California licensed insurers.**
- 3. The insurer does not participate in any of the insurance guarantee funds created by California law. Therefore, these funds will not pay your claims or protect your assets if the insurer becomes insolvent and is unable to make payments as promised.**
- 4. The insurer should be licensed either as a foreign insurer in another state in the United States or as a non-United States (alien) insurer. You should ask questions of your insurance agent, broker, or “surplus line” broker or contact the California Department of Insurance at the toll-free number 1-800-927-4357 or internet website www.insurance.ca.gov. Ask whether or not the insurer is licensed as a foreign or non-United States (alien) insurer and for additional information about the insurer. You may also visit the NAIC’s internet website at www.naic.org. The NAIC—the National Association of Insurance Commissioners—is the regulatory support organization created and governed by the chief insurance regulators in the United States.**
- 5. Foreign insurers should be licensed by a state in the United States and you may contact that state’s department of insurance to obtain more information about that insurer. You can find a link to each state from this NAIC internet website: https://naic.org/state_web_map.htm.**

6. For non-United States (alien) insurers, the insurer should be licensed by a country outside of the United States and should be on the NAIC’s International Insurers Department (IID) listing of approved nonadmitted non-United States insurers. Ask your agent, broker, or “surplus line” broker to obtain more information about that insurer.

7. California maintains a “List of Approved Surplus Line Insurers (LASLI).” Ask your agent or broker if the insurer is on that list, or view that list at the internet website of the California Department of Insurance: www.insurance.ca.gov/01-consumers/120-company/07-lasli/lasli.cfm.

8. If you, as the applicant, required that the insurance policy you have purchased be effective immediately, either because existing coverage was going to lapse within two business days or because you were required to have coverage within two business days, and you did not receive this disclosure form and a request for your signature until after coverage became effective, you have the right to cancel this policy within five days of receiving this disclosure. If you cancel coverage, the premium will be prorated and any broker’s fee charged for this insurance will be returned to you.

Date: _____

Insured: _____

D-1 (Effective January 1, 2020)

Item Title: Uniform Policy and Annual Clothing Allotment Update

Purpose:

To present a proposed update to the Company's Uniform Policy and Annual Clothing Allotment

Issue:

The current uniform policy for field personnel does not accurately reflect current needs or practices.

Manager's Recommendation:

The Board adopt the updated Uniform Policy and Annual Clothing Allotment

Background:

The Water Company's Uniform Policy and Annual Clothing Allotment for the Field Operations staff clarifies the items such as logoed short sleeve shirts, sweatshirts, etc. provided by SAWCo and for how often said items will be replaced.

The need for certain items has diminished while the frequency of replacing other items has increased.

Attached is a "draft" update for comments and consideration.

This item was presented to the AFC at its regular January 2024 meeting. The Committee recommended moving it to the full Board for consideration with a recommendation to approve.

Impact on the Budget:

Unknown but minimal

Previous Actions:

Board revised policy in May 2014.

Board approval of increase in Annual Clothing Allotment 2023

San Antonio Water Company Policy and Procedure

Section: Uniforms

Subject: Uniform Policy and Annual Clothing Allotment

Section No:

Effective: 5/20/2014

Revised: 5/30/2018
4/18/2023

Purpose: All Field Maintenance and Operations Personnel must wear Company approved uniforms while on duty. The annual allowance shall be used by individual field employees to acquire and/or replace approved uniform clothing items in accordance with policy.

Procedure:

The approved clothing allowance monies are \$600.00 per employee and are reimbursable upon submission of original receipts accompanying a check requests. The allowance shall reset every January 1st. Any allowance remaining in the prior year shall not carry forward to the next year.

Individuals purchasing uniform clothing under the clothing allowance plan shall adhere to the following as-needed purchases:

- Five (5) pair of sturdy denim pants (blue jeans). May be replaced annually as needed.
- One (1) pair of steel-toe work boots that must be worn at all times while on duty. May be replaced annually as needed.

SAWCO will provide the following:

- Ten (10) short sleeve shirts, or long sleeve shirts, or combination of the same color (grey). Company identification will be on the back and front of each shirt with the name of the employee on the front in an appropriate location. Replaced annually or as needed.
- Five (5) sweatshirts (crewneck or hooded) of the same color (navy) with Company identification on the front and back and employee name on the front in an appropriate location. May be replaced annually or as needed.
- One (1) jacket (navy) with or without hood, with company identification and employee name. The Jacket **MUST** be returned upon termination and can be replaced if damage or overly worn every 5 years.
- One (1) dress polo shirt of the same color with Company identification and employee name on the front. May be replaced annually if needed.
- Cap or floppy hat that shades ears with the Company identification across the front. May be replaced annually or as needed..

The above quantities are based on regular employees. On-call personnel shall be issued two additional uniform items as mentioned above. They are as follows:

- Two (2) additional sturdy denim pants (blue jeans). May be replaced annually as needed (included in the yearly allotment of \$600.00)

- Two (2) additional short sleeve shirts, or long sleeve shirts, or combination of the same color (grey). Company identification will be on the back and front of each shirt with the name of the employee on the front in an appropriate location. May be replaced annually as needed (SAWCO provides).
- Two (2) sweatshirts (crewneck or hooded) of the same color (navy) with Company identification and employee name. May be replaced annually as needed (SAWCO provides)

It is the responsibility of each employee to maintain their on-duty clothing in a safe and acceptable appearance at all times. Clothing must be clean and in good condition. Tears, holes, stains and any other irresponsible appearance will not be tolerated. Uniforms can be neatly repaired as necessary. Clothing allowance is provided once a year. If additional items are needed during the year, it will be the financial responsibility of the employee to purchase them.

In exchange for new annual uniforms, worn-out uniforms shall be turned into the Company. In the event an employee is terminated or resigns, all uniform items including shirts, sweatshirts, polos, jackets, and caps will be returned to the Company.

Exceptions to this Policy will be reviewed by the General Manager on a case-by-case basis.

Revised 4/19/2023