

MINUTES OF THE SAN ANTONIO WATER COMPANY  
PLANNING, RESOURCES, and OPERATIONS COMMITTEE  
June 22, 2021

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order virtually at 3:00 p.m. on the above date. Committee members present were Will Elliott, Rudy Zuniga, and Tom Thomas. Also in attendance were, City of Upland Utility Manager David Commons, and SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. 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 April 27, 2021*** – Director Thomas moved, and Director Zuniga seconded to approve the meeting minutes of April 27, 2021 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
  - A. ***Project Status Report/Project List***
    - Holly Drive Reservoir – The generator has been delivered. A gas line connection and concrete pad will need to be completed prior to generator install.
    - AMR – All domestic meters have been installed. Staff is working on rolling out private digital access to their meter for each shareholder starting in the summer.
    - Cucamonga Crosswalls Mitigation – staff is contacting the environmental contractor to conduct assessment and site clean-up.
    - Reservoir 9 Pipeline – Final paving occurred on May 12<sup>th</sup> with final slurry seal scheduled for June 24<sup>th</sup>.
    - Well 19 – staff is working on a Request for Proposals to construct a new well. RFP should be released next year for consideration by the Board.
    - Shaft 6 Generator – waiting on delivery.
    - Booster 17 (V-screen) Generator – waiting on delivery.
    - Urban Water Management Plan – staff and consultant are exchanging and reviewing data.
    - American Water Infrastructure Act Risk and Resiliency Assessment – staff and consultant are exchanging and reviewing data. Assessment will be certified by end of June.
    - Risk and Resiliency Assessment of SCADA system – a detailed study to find and eliminate openings in the SCADA system to reduce risk of outside attack has been contracted.
    - Demolition of abandoned booster stations 5 and 15 – CP Construction was awarded the contract in May. The City of Upland has tentatively agreed to waive permit fees in exchange for quitclaim of park land.
  - B. ***Alarm Upgrade and Proposals*** – Mr. Lee informed the Committee that there are currently two different alarm company's monitoring SAWCo's facilities, office and yard buildings. Due to aging technology, Baker systems would like to upgrade the panel at one of the facilities it monitors for SAWCo. Before approving the \$1,200 upgrade cost, staff conducted research on alarm companies to address issues currently affecting both alarm systems. Some of the issues experienced include lack of prior notification for system changes that result in invoices for work performed and consistent false alarms. Staff believes it wise to incorporate one company for all alarm monitoring and would also like to add an alarm to an additional facility. As such, staff solicited bids from four known monitoring and alarm companies; Mijac, Baker, Bay Alarm, and ADT. Baker did not provide a proposal.

Staff provided a breakdown of the cost of installation, yearly monitoring plus yearly monitoring over a seven-year period and the average yearly cost over seven years for each alarm company proposal. Based on the technology, features provided and cost, staff recommended utilizing ADT.

The Committee, being familiar with local company Mijac, recommended staff gather more information from each alarm company that provided proposals and bring the item to the full Board for discussion and possible action.

- C. **Paloma Hydraulic Break** – Mr. Lee explained the facilities at the Paloma Hydraulic Break cannot be abandoned and the sounds coming from it cannot be fully eliminated.

Director Elliott requested staff obtain costs on what SAWCo can reasonably do to reduce the noise at this location.

Director Thomas asked staff to inquire with the City of Upland about removing the building on site. Director Elliott recommended SAWCo get their plan together for reducing the noise at the location and then involve the City of Upland regarding options for the building.

There was consensus on the Committee to have staff obtain the costs for reducing the noise at this location and bring the item back to the Committee for discussion and possible action.

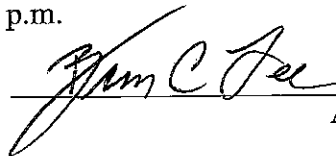
7. Basin Issues and Updates

- **San Antonio Canyon Watershed** – Mr. Lee stated there is decent water flow but not enough for the City of Upland to run their treatment plant. Ms. Layton advised of the continued work on the Watershed Sanitary Survey and the possibility of an October 2<sup>nd</sup> Water Shed Clean Up Day. The next meeting is scheduled for July 14<sup>th</sup>.
- **Chino Basin** – Mr. Lee stated there is no update on this item since the recent Board meeting.
- **Six Basins** – Ms. Layton advised of the efforts in the search to replace retiring legal counsel. The next meeting is scheduled for the following day.
- **Cucamonga Basin** – Ms. Layton stated there is no update on this item since the recent Board meeting.

8. Closed session: None.

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

Adjournment: –The meeting adjourned at 3:39 p.m.



Assistant Secretary  
Brian Lee