



MEETING AGENDA
for
PLANNING, RESOURCES AND OPERATIONS
COMMITTEE

June 27, 2023 @ 2:30 pm

At Company Office 139 N. Euclid Ave., Upland, CA 91786 with
option of Virtual/Online or Teleconference

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

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▪ **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

A. Regular Committee Minutes of April 25, 2023

5. Planning and Operational Issues:

6. Planning and Operational Updates:

A. Project Status Report/Project List
Report on on-going projects

7. Basin Issues and Updates:

- San Antonio Canyon Watershed – Verbal report
- Chino Basin - Verbal report
- Six Basins - Verbal report
- Cucamonga Basin – Verbal report

8. Closed Session: None.

9. Committee's Comments and Future Agenda Items:

This is the time for the Committee to comment and consider future agenda items relative to planning, water resources and operations of the company and its shareholders.

Adjournment:

The next regular PROC Meeting will be held on August 22, 2023 at 3:00 p.m.

NOTE: All agenda report items and back-up materials are available for review and/or acquisition at the Company Office (139 N. Euclid Avenue, Upland, CA.) during regular office hours, Monday through Thursday [8:00 – 11:30 & 12:30 – 4:00] and alternating Fridays [8:00 – 11:30 & 12:30 – 3:00]. The agenda is also available for review and copying at the City of Upland at 460 N. Euclid Avenue and Upland Public Library located at 450 N. Euclid Avenue.

POSTING STATEMENT: On June 22, 2023 a true and correct copy of this agenda was posted at the entry of the Company Office (139 No. Euclid Avenue), at the City of Upland at 460 N. Euclid Avenue, on the public bulletin board at 450 N. Euclid Avenue (Upland Public Library), and on the Company website.

MINUTES OF THE SAN ANTONIO WATER COMPANY
 PLANNING, RESOURCES, and OPERATIONS COMMITTEE
 April 25, 2023

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order at 2:39 p.m. on the above date. Committee members present were Will Elliott, Kati Parker, and Rudy Zuniga. Also in attendance were SAWCo's legal counsel Derek Hoffman of Fennemore (virtually), 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 February 28, 2023** – Director Zuniga moved, and Director Parker seconded to approve the meeting minutes of February 28, 2023 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
 - A. **Project Status Report/Project List** – Mr. Lee advised the project status remains nearly unchanged since SAWCo's April Board meeting held the previous Tuesday. The only update is that the Glendale Road Pipeline Project is wrapping up and the contractor is demobilizing.
 - B. **Well 31 Pipeline Replacement Proposal Review** – Mr. Lee reported proposals were received from three engineering firms. He felt all three presented quality proposals that were consistent with timeframes for the project. TKE Engineering provided the lowest cost bid of the three firms at \$86,500.

Mr. Lee asked the PROC to recommend the Board authorize the general manager to execute a design contract with TKE Engineering for Well 31 pipeline replacement with a not-to-exceed amount of \$86,500.

Director Zuniga moved and Director Parker seconded to recommend the Board authorize the general manager to execute a design contract with TKE Engineering for Well 31 pipeline replacement with a not-to-exceed amount of \$86,500. Motion carried unanimously.

Director Zuniga inquired about the lowest bid amount exceeding the budget for the project. Mr. Lee advised that once the hired engineer provides probable construction costs, he can then look at adjusting the amount of the contract. At the time staff budgeted for the project, pipelines were estimated at \$300 per linear foot (lf). Currently, they are being quoted at \$600/lf.

C. Paloma Curve Modernization Proposal Review – Mr. Lee advised that proposals were received from three engineering firms. He felt the proposals from both Water Systems Consulting (WSC) and Civiltec Engineering were on par, but that Ardurra’s proposal went beyond the scope of the project. Due to the cost differences between WSC and Civiltec Engineering, Mr. Lee asked the AFC to recommend the Board authorize the general manager to execute a design contract with Civiltec Engineering for the Paloma Curve Modernization with a not-to-exceed amount of \$123,470.

Director Parker moved and Director Zuniga seconded to recommend the Board authorize the general manager to execute a design contract with Civiltec Engineering for the Paloma Curve Modernization with a not-to-exceed amount of \$123,470. Motion carried unanimously.

7. Basin Issues and Updates

- ***San Antonio Canyon Watershed*** – The Watershed Clean-up Day is scheduled for August 5th. Chino Basin Water Conservation District will be joining in coordinating and participating in the clean-up.
- ***Chino Basin*** – Mr. Lee advised a budget workshop is forthcoming.
- ***Six Basins*** – A meeting is scheduled for the following day.
- ***Cucamonga Basin*** – A meeting is scheduled for the following week. Staff is going through invoices from previous projects SAWCo has completed for the basin as it was agreed costs would be split among all the parties in the basin.

8. Closed session: None.

9. Committee’s Comments and Future Agenda Items: Director Elliott inquired what is being done with the two SAWCo properties in Upland that facilities were recently removed. Mr. Lee advised one property was deeded over to the City of Upland, as it was located in a community park. The other is being maintained by staff as negotiations with the realtor for one of the properties that back up to the now vacant lot failed to bring about an agreement. Director Elliott encouraged staff to reach out to the homeowners that back up to the vacant lot to get the property issue resolved.

Director Elliott inquired about the stone building at the Paloma Curve Hydraulic Break. Mr. Hoffman suggested the topic be placed on the agenda for the next PROC meeting.

Adjournment: –The meeting adjourned at 2:57 p.m.

Assistant Secretary
Brian Lee