

MINUTES OF THE SAN ANTONIO WATER COMPANY  
PLANNING, RESOURCES, and OPERATIONS COMMITTEE  
April 27, 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, Kati Parker, and Tom Thomas. Also in attendance were SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Director Thomas presided due to Director Elliott having audio issues.

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 23, 2021** – Director Elliott moved and Director Zuniga seconded to approve the meeting minutes of February 23, 2021 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
  - A. **Project Status Report/Project List**
    - **AMR** – All but roughly 30 of the new meters have been installed. There are about 60 meters with reads that aren't uploading regularly. Metron-Fariner is working on those meters this week to get them working properly. It is estimated that roughly \$60,000 worth of leaks can be prevented using the information pulled from these meters.
    - **Cucamonga Crosswalls Mitigation** – Weed abatement of the area will begin in June.
    - **Comprehensive System Master Plan and Asset Management Program** – WSG is currently working on both items.
    - **Reservoir 9 Pipeline** – Street paving will begin shortly.
    - **Frankish Tunnel Improvements** – The retention invoice has been received from the contractor. The project is complete.
    - **Glendale Road, Cliff Road, Primrose Lane, and Linda Lane Pipelines** – These small pipeline replacements are wrapping up. Final invoices are expected shortly.
    - **Well 19** – A Request for Proposals (RFP) is expected sometime later this year.
    - **Booster 17 – V-Screen** – A back-up generator has been purchased but is not expected to be received until June.
    - **Shaft 6** – A back-up generator has been purchased but is not expected to be received until June.
    - **Booster 19** – Staff purchased a generator which is expected later this year.
    - **American Water Infrastructure Act Risk and Resiliency Assessment** – Staff is meeting every two weeks with the consultant going over specific focus data.
  - Mr. Lee explained in further detail the now completed Frankish Tunnel Improvement project.
  - B. **Abandonment of Surplus Property** – Mr. Lee informed the Committee this item came about after Director Zuniga questioned whether SAWCo owned a certain parcel in Upland. SAWCo does own the parcel and building, however, the facility is no longer in use. The building housed a pump station for what is now an abandoned well. Mr. Lee would like to demolish the building and potentially offer it to the owners of the property it borders.

Mr. Lee also found that SAWCo owns a booster station located in a park on 15<sup>th</sup> Street that is no longer in service. He would like to demolish the equipment and, in exchange for permit fees, quitclaim the property to the City of Upland for park use.

Three quotes for each site are currently being sought. Mr. Lee asked that the Committee recommend the Board approve the cleanup and abandonment of these two surplus properties.

Director Zuniga questioned whether the park site could be used for a cell tower. Mr. Lee stated he would inquire with the company he is currently working with on a cell tower lease for another property to see if it is a viable location. There was concern about the social aspect of having a cell tower in a park located next to a school.

Director Elliott presided over the meeting from this point forward as he was no longer experiencing audio issues.

Director Elliott felt SAWCo should be a good neighbor and improve or remove any eyesores they own in the community. Director Thomas spoke about another facility in the San Antonio Heights with a hydro station that staff should look into the possibility of removing.

Director Parker inquired whether there would be a need for either property/facility in the future. Mr. Lee advised the facilities were once used to pump water from Well 18 northwards, however, with the construction of the 210-freeway water can no longer be pumped northwards from the well.

There was consensus on the Committee to recommend the Board approve the cleanup and abandonment of the surplus properties on San Antonio Blvd. and 15<sup>th</sup> Street as presented.

- C. **System Map for Directors** – Mr. Lee received a request for a map of SAWCo facilities for newly elected Directors. Though there are several maps of the facilities, one map of all facilities did not exist. A copy will also be brought to the full Board. A tour of the facilities for Directors will be scheduled for later in the year, possibly June. A hardcopy of the system map will be provided at the time of the facilities tour.

7. Basin Issues and Updates

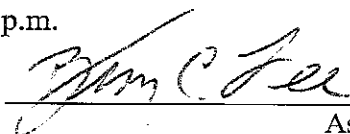
Mr. Lee explained the basins SAWCo is a part of and their function.

- **San Antonio Canyon Watershed** – Ms. Layton reported the draft Watershed Sanitary Survey is expected on May 15<sup>th</sup>. The next committee meeting is scheduled for May 19<sup>th</sup>. There is a possibility a Watershed Clean Up Day will take place this year. The 2020 clean up was cancelled due to the pandemic.
- **Chino Basin** – Mr. Lee stated there is no update on this item since the recent Board meeting.
- **Six Basins** – Ms. Layton advised there is nothing new to report since the update at the most recent Board meeting. The next meeting is scheduled for the following day. Water Utility Superintendent, Tommy Hudspeth, will attend as alternate.
- **Cucamonga Basin** – Ms. Layton reported the working group is meeting with consultants. The next basin management meeting will be held May 4<sup>th</sup>.  
Director Thomas reiterated a workshop with the board members from all parties involved in the basin should take place. He suggested this take place sometime after a hydrologist is hired for the basin.

8. Closed session: None.

9. Committee's Comments and Future Agenda Items: Director Zuniga asked that the property with the hydro station be placed on the next agenda.

Adjournment: –The meeting adjourned at 3:33 p.m.



Assistant Secretary  
Brian Lee