



# SAN ANTONIO WATER COMPANY MEETING AGENDA

## *for* ADMINISTRATIVE & FINANCE COMMITTEE

January 25, 2022 @ 3pm  
By Virtual/Online or Teleconference Only

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

<https://global.gotomeeting.com/join/402184853>

You can also dial in using your phone.

United States: [+1 \(872\) 240-3311](tel:+18722403311)

Access Code: 402-184-853

---

▪ 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 November 23, 2021.

5. Administrative and Financial Issues:

A. AFC Schedule for 2022

Discussion of topics to address in the upcoming year

B. COVID Response

Verbal update

6. Closed Session: None

7. Committee Comments and Future Agenda Items:

- o 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 regular Administration and Finance Committee meeting will be held on March 22, 2022 at 3:00pm*

**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 [8:00 – 11:30 and 12:30 – 4:00] and alternating Fridays [8:00 – 11:30 and 12:30 – 3:00]. The agenda is also available for review and copying at the Upland Public Library located at 450 N. Euclid Avenue.

**POSTING STATEMENT:** On January 20, 2022, a true and correct copy of this agenda was posted at the entry of the Water Company's office (139 N. Euclid Avenue), 460 N. Euclid Avenue (Upland City Hall), and on the Water Company's website.

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

November 23, 2021

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was held virtually and called to order at 3:07 p.m. on the above date as noticed. Committee Members present were Bill Velto and Tom Thomas. Also in attendance were, SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Director Thomas moved and Director Velto seconded to approve the meeting minutes of September 28, 2021. Motion carried unanimously with Directors Bob Cable and Martha Goss absent.
5. Administrative and Financial Issues:
  - A. ***Annual Review of Employee Health and Welfare Benefits*** – Mr. Lee reported a less than 0.5% increase in the premium for health care for 2022. The premium for life insurance and dental insurance for 2022 is at a 2% increase and vision and AD&D insurance premiums remain the same for 2022.

Director Velto moved and Director Thomas seconded to recommend the Board approve maintaining SAWCo's current employee health and welfare benefits package. Motion carried unanimously with Directors Goss and Cable absent.
  - B. ***First Review of Proposed 2022 Operating and Capital Budget*** – Mr. Lee advised projects for 2022 will be more in line budget wise with 2020 and previous years. He noted the 2021 budget for projects was considerably higher in order to reduce reserves to what the Board agreed was an appropriate amount.

Mr. Lee then provided some highlights from the proposed budgets. He is recommending the entitlement to water remain at 13,000 acre-foot (AF) for the year. There was a brief discussion about cloud seeding and the possible benefits to water supply and entitlement.

Director Thomas moved and Director Velto seconded to recommend the Board approve the proposed 2022 Operating Budget and Capital Budget as presented. Motion carried unanimously with Directors Goss and Cable absent.
6. Closed Session: None.
7. Committee Comments and Future Agenda Items: None.
8. Adjournment: Seeing no further business, the meeting was adjourned at 3:19 p.m.

---

Assistant Secretary  
Brian Lee