

MINUTES OF THE SAN ANTONIO WATER COMPANY
PLANNING, RESOURCES, and OPERATIONS COMMITTEE
February 23, 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, Gino Filippi, Martha Goss, and Tom Thomas. Also in attendance were Heather Freed and Kirsten Plonka of Water Systems Consulting (WSC), Peter Kavounas of Chino Basin Watermaster, and SAWCo's General Manager Brian Lee and Assistant General Manager Teri Layton. Mr. Elliott presided.

1. Recognitions and Presentations – Mr. Lee announced Mr. Kavounas attendance at the meeting and introduced Ms. Freed and Ms. Plonka of WSC. Ms. Freed will be presenting later in the meeting.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes:
 - A. **Regular Committee Minutes of October 27, 2020** – Director Elliott moved and Director Goss seconded to approve the meeting minutes of October 27, 2020 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
 - A. **Project Status Report/Project List**
 - **Office and Yard Relocation** – This project has been placed on hold for the time being.
 - **Holly Drive Reservoir, Phase II** – The three rings of the tanks have been constructed and work will soon begin on the roof. A proposal is expected in the next couple of weeks from C.P. Construction to provide the civil portion of the work needed. Pictures of the work done thus far were shown.
 - **AMR** – The Board ratified Mr. Lee's request in February to hire C.P. Construction to complete the meter installation portion of the project. Staff is receiving calls verifying the work but not complaining about how the work is being done.
 - **Cucamonga Crosswalls Mitigation** – Weed abatement will begin again in the springtime. This is the third year in the five year agreement SAWCo has to mitigate the area.
 - **GIS** – The system is complete. Staff will provide a graphical update to the Board in the near future.
 - **Comprehensive System Master Plan and Asset Management Program** – Ms. Freed with WSC presented to the Committee a supply risk and resiliency analysis. The presentation included an analysis overview, analysis goals, the top risks, historic and projected supply and demand, and gap analysis. Preliminary conclusions show there is no gap in supply and demand under baseline supply, however, under pre-drought demand conditions there will be a moderate supply/demand gap. No gap is anticipated due to climate change impacts or slight reduction in groundwater yield. A roughly 1,900 acre foot per year (AFY) supply gap is predicted if surface water supplies are reduced due to a mega-drought which may be mitigated through enacting the moderate shortage stage of the water shortage contingency plan. If the San Antonio Tunnel is lost a roughly 1,200 AFY supply gap is projected predominately in the domestic system. Reinforcement of the Tunnel and an emergency connection to a local city treatment plant or Metropolitan Water District is recommended to provide resilience. The next steps are for the suggested recommendations to be evaluated.

Director Thomas suggested and it was agreed that ways to divert flows prior to the point of a tunnel collapse be added to the list of next steps to achieve resilience.

Mr. Kavounas commented on SAWCo's diverse and robust water system and commended staff for continuing to look for ways to protect supply. He noted

that the Water Use Efficiency rule making that is currently taking place will have an effect on demand. Lower water demand is expected across southern California.

Mr. Lee thanked both Ms. Freed and Ms. Plonka from WSC for their work and advised he would put the reported information on SAWCo's website.

Ms. Freed, Ms. Plonka, and Mr. Kavounes exited the meeting.

- **Reservoir 9 Pipeline** – Changes in construction inspection, surveying, soil testing and design changes are needed due to conditions in the field. Soil conditions are proving problematic as is placement of existing pipelines. Due to this it is estimated the project will go about \$60,000 over the budgeted amount. There is roughly \$45,000 from the other small pipeline replacement projects that can be reallocated to this project. Change orders are expected from the contractor in addition to the engineer.
- **Frankish Tunnel Improvements** – The project has been completed.
- **Glendale Road, Cliff Road, Primrose Lane, and Linda Lane Pipelines** – These small pipeline replacements are about 80% complete with expected completion taking place by end of March.
- **Well 19** – A Request for Proposals (RFP) is expected sometime this year.
- **Booster 17 – V-Screen** – A back-up generator has been purchased but is not expected to be received for up to 6 months.
- **Shaft 6** – A back-up generator has been purchased but is not expected to be received for up to 6 months.
- **Booster 19** – An additional quote for a generator at this site has been obtained. It was for a diesel instead of a natural gas generator. The first option quoted was comparable to the previous quote received and the second option was \$20,000 higher. With the Board's authorization, staff purchased the generator from the first quote for a natural gas generator for a total of \$61,366.

B. 2020 Urban Water Management Plan and American Water Infrastructure Act Reporting – Mr. Lee reported the company must produce an Urban Water Management Plan (UWMP) every five years. The 2020 UWMP is due by July 2021 and, as such, staff has budgeted \$75,000 to complete it this year. WSC was asked to provide a proposal as they are already providing SAWCo's Water Master Plan. In a cost saving effort earlier this year, there was discussion about joining a consortium of local water agencies to create a mass UWMP with a single company. Time constraints and the uniqueness of SAWCo's system prevented staff from pursuing the option but it will be looked at in the future.

Mr. Lee asked the PROC to recommend the Board approve utilizing WSC to generate the UWMP for 2020 in the amount of \$48,720 and a portion of the AWIA report in the amount of \$29,075 for a total of \$77,795.

Director Filippi asked that Mr. Lee share with the Committee his email from earlier in the day. Mr. Lee informed the Committee that a requirement of the UWMP is to inform surrounding agencies or interested organizations. SAWCo will be accomplishing this requirement the following week.

Director Filippi inquired if the cost for the UWMP is considered reasonable. Mr. Lee replied the previous UWMP completed five years ago had a cost of around \$35,000 to \$40,000. With this UWMP there are more requirements to be met.

There was consensus on the Committee to recommend the Board approve utilizing WSC to generate the UWMP for 2020 in the amount of \$48,720 and a portion of the AWIA report in the amount of \$29,075 for a total of \$77,795.

Mr. Lee advised he will be giving WSC the approval to start as there are time constraints with the project being due in July.

C. Engineering and Construction Contract for Reservoir 9 Pipeline – Mr. Lee reminded the Committee of the information he provided on this project earlier on in the meeting. There is \$45,000 remaining from the small pipeline projects that he will be using to cover the majority of the cost overages. A \$15,000 change order is needed to cover the remaining overage for engineering services. Mr. Lee will authorize the additional amount and have the Board ratify the extra spending at the March Board meeting. The contractor's change orders will be coming at a

later date. There is hopes they will arrive just prior to the March Board meeting for faster approval time.

7. Basin Issues and Updates

- **San Antonio Canyon Watershed** – Ms. Layton reported the consultant is currently working on the Watershed Sanitary Survey. All data has been gathered for the survey and a watershed and facility walk through has been completed. A meeting with the United States Forestry took place in January which allowed the consultant to collect information on the cabins and septic systems. A draft to the survey is expected soon.
- **Chino Basin** – Mr. Lee stated at this time no water is being diverted to the Chino Basin for storage. Mediation is scheduled for March 22nd concerning the Agricultural Pool and Appropriative Pool disagreement regarding payment responsibility of the Agricultural Pool's legal bills.
- **Six Basins** – Ms. Layton advised SAWCo wishes to increase their storage account in the basin and has sent message to the engineer to understand how the current cap in the storage amount was determined. The next meeting will take place the following day.
- **Cucamonga Basin** – Ms. Layton reported feedback was submitted to Cucamonga Valley Water District (CVWD) regarding the request for qualifications (RFQ) for a new engineer for the basin. The working group will meet the following Tuesday.

8. Closed session: None.

9. Committee's Comments and Future Agenda Items: Director Goss inquired whether SAWCo would be involved in the process of the election of its Board members in response to the recent City of Upland Council Meeting decision. Mr. Lee advised he would reach out to the City of Upland to see if there is any way SAWCo can assist in the process. Director Thomas explained the process the council came up with to handle nominating persons to SAWCo Board.

Adjournment: –The meeting adjourned at 3:52 p.m.



Assistant Secretary
Brian Lee

