

SAN ANTONIO WATER COMPANY
MINUTES OF THE SAN ANTONIO WATER COMPANY
Tuesday, September 20, 2022

An open meeting of the Board of Directors of the San Antonio Water Company (SAWCo) was called to order at 5:00 p.m. on the above date at the City of Upland Council Chambers, 460 N. Euclid Ave., Upland, California. Directors present were Rudy Zuniga, Will Elliott, Martha Goss, Bill Velto, and Kati Parker. Also in attendance were SAWCo's General Manager Brian Lee and Senior Administrative Specialist Kelly Mitchell. President Zuniga presided.

Director Parker led all in attendance in the flag salute.

1. Recognitions and Presentations: Mr. Lee advised Director Bob Bowcock and Director Bob Cable will not be attending the meeting. Director Bowcock is available for the closed session portion and will be joining in via GoToMeeting.
2. Additions-Deletions to the Agenda: None.
3. Shareholder-Public Testimony: None.
4. Consent Calendar Items:
 - A. Approval of Board Meeting Minutes
Regular Meeting Minutes of August 16, 2022.
 - B. Approval of Special Board Meeting Minutes
Special Board Meeting Minutes of August 23, 2022.
 - C. Planning, Resources and Operations Committee (PROC) Meeting Minutes
No meeting minutes to report.
 - D. Administration and Finance Committee (AFC) Meeting Minutes
No meeting minutes to report.
 - E. Financial Statement
Income Statement and Balance Sheet for June 30, 2022.
 - F. Investment Activity Report
Monthly Report of Investments Activity.
 - G. Water Production and Consumption
Monthly water production and consumption figures.
 - H. Prominent Issues Update
Status summaries on certain on-going active issues.
 - I. Projects and Operations Update
Status summaries on projects and operations matters.
 - J. Groundwater Level Patterns [Quarterly in January, April, July, and October]
Tracking patterns of groundwater elevations relative to ground surface.
 - K. Conservation Program Update [Quarterly in January, April, July, and October]
Update on SAWCo's existing water conservation programs
 - L. Correspondence of Interest

Director Velto moved and Director Elliott seconded to approve the Consent Calendar as presented. Motion carried unanimously with Director Bowcock and Director Cable absent.

5. Board Committee – Delegate Report:
 - A. **Pomona Valley Protective Association (PVPA) Representative's Report** – Director Parker reported on the September PVPA meeting where the Fiscal Year 2022-2023 Budget was adopted. An excess revenue of \$1.23 million is projected. The Supplemental Agreement for Strategic Plan Implementation funding was amended to include \$150,000 in the 2022 Calendar Year to fund Tasks 2022-1 and 2022-3. PVPA will sponsor the Waterwise Community Festival on Sunday, November 13th from 10:00 a.m. to 3:00 p.m. for a total of \$10,000. This event will take place at the California Botanical Gardens. The special meeting to discuss attorney work completed thus far regarding the property tax ramifications of a possible land sale has been postponed. The proposed meeting date is October 4th. Weed abatement required by Los Angeles County for fire prevention has been completed.
 - B. **Six Basins Representative Report** – Ms. Teri Layton was not in attendance therefore no report was given.
 - C. **Chino Basin Representative Report** – Mr. Lee advised that he and the City of Upland public works director, Braden Yu, met with Peter Kavounas to discuss the Optimum Basin Management Program Implementation Plan. Mr. Kavounas is meeting with multiple agencies that are parties to the basin to discuss how best to move the process forward.
 - D. **Cucamonga Basin Representative Report** – Mr. Lee reported the engineer provided an update on the hydrogeology modeling project. More modeling updates are expected over the next couple of months.
 - E. **Administration and Finance Committee (AFC) Chairman's Report** – No meeting to report.

F. **Planning, Resources, and Operations Committee (PROC) Chairman's Report** – No meeting to report.

G. **Office Feasibility Study Ad Hoc Committee** – No meeting to report.

6. General Manager's Report on Activities:

A. **Master Plan Budget Amendment** – Mr. Lee explained that he is requesting an additional \$20,000 for the Master Plan mainly due to water modeling issues. Staff and the consultant are attempting to have the model match real world conditions.

Director Velto questioned whether inflation is being considered. Mr. Lee answered updated estimated costs for proposed Master Plan projects are included in the additional \$20,000 requested.

Director Velto inquired as to whether current projects will be coming back for increased costs. Mr. Lee explained that projects currently under contract should not come back with additional costs due to inflation, however, there are some supply chain issues delaying the start or progression of projects. For instance, lead time on a fiberglass casing has a 6-to-8-month lead time which is causing the Well 19 project to be delayed until early 2023. It was suggested Mr. Lee inquire with the contractor to find whether there is another vendor that can provide the product in a shorter timeframe.

Director Elliott moved and Director Velto seconded to authorize the General Manager to execute a budget amendment for a not-to-exceed amount of \$20,000 for the Master Plan. Motion carried unanimously with Director Bowcock and Director Cable absent.

B. **Consolidated Campus** – Mr. Lee explained that there was discussion with Director Velto that SAWCo's 20th Street property may be a good alternative location to consolidate SAWCo's office and operations locations. Mr. Lee, Director Velto, and the City of Upland Manager visited the location and felt it had good potential. Mr. Lee then visited the site with the architect SAWCo has under contract for this project and he too agreed the site has potential and that a feasibility study is a good idea.

Mr. Lee provided a few issues with the property that needed addressing. Site layout and zoning, Campus Avenue access for staff only, and removal of a Boardroom.

Director Parker inquired as to why SAWCo is looking at moving the consolidated campus from the originally proposed 17th Street and Benson Avenue location. Mr. Lee replied both properties have their pluses and minuses. The Benson Avenue property requires more groundwork with demolition of a facility and has more access difficulties. Assuming SAWCo staff is afforded access through Campus Avenue, the 20th Street property provides better access to the San Antonio Heights for field staff to maintain and repair facilities. It is a larger property that is more level.

Director Goss moved and Director Parker seconded to authorize the General Manager to prepare a feasibility study. Motion carried unanimously with Director Bowcock and Director Cable absent.

There was discussion about how to provide staff access to the 20th Street site through the Southern California Edison easement located between Campus Avenue and 20th Street. The idea of gated access that is tucked away from view was discussed. It was made clear that 20th Street would not be opened up for traffic to flow through to Campus Avenue.

C. **Association of California Water Agencies (ACWA) Fall Conference** - Mr. Lee advised staff received a request from Director Parker to attend the ACWA Fall Conference. Staff thought it an excellent idea and felt the Board of Directors and SAWCo staff may benefit from attending as well. He requested authorization to provide for, at minimum, Director Parker to attend the ACWA Fall Conference at cost of roughly \$780 and if possible, provide for SAWCo staff and the Board of Directors to attend if they choose to do so.

Director Goss moved and Director Elliott seconded to authorize Director Parker, and any other SAWCo Board member and SAWCo staff that wishes, to attend the ACWA Fall Conference. Motion carried unanimously with Director Bowcock and Director Cable absent.

Mr. Lee asked that any Board member interested in attending the ACWA Fall Conference contact the SAWCo office.

7. Closed Session: The Board and Mr. Lee went into closed session at 5:19 p.m. and returned to open session at 6:30 p.m.

Director Zuniga reported under Agenda Item 7A, Mr. Lee has been given direction to contact Fennemore to negotiate a contract for general legal counsel services.

Director Zuniga reported under Agenda Item 7C, staff has been directed to not sell the San Antonio Avenue surplus property at this time.

Director Zuniga reported under Agenda Item 7B, the Board agreed to raise Mr. Lee's salary to \$240,000 annually with an \$820 monthly car allowance.

8. Director's Comments and Future Agenda Items: None.

Adjournment:

With no further business to discuss the meeting was adjourned at 6:31 p.m.


Assistant Secretary
Brian Lee

