



SAN ANTONIO WATER COMPANY MEETING AGENDA

For

ADMINISTRATIVE & FINANCE COMMITTEE

March 24, 2026 @ 4:00 pm

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

Members of the public may join the meeting by computer, tablet or smartphone.

<https://meet.goto.com/165132429>

You can also dial in using your phone.

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Access Code: 165-132-429

Call to Order

1. Recognitions and Presentations

2. Additions-Deletions to the Agenda

3. Public Comment

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

Committee Minutes of January 27, 2026.

5. Administrative and Financial Issues

A. Internship Program

Discussion regarding a potential internship program.

6. Committee Comments and Future Agenda Items

This is the time for committees' comments and consideration on future agenda items relative to the interests and business of the company and its shareholders.

7. Adjournment

The next regular Administration and Finance Committee meeting will be held on May 26, 2026 at 4:00pm

NOTE: All agenda report items and back-up materials are available for review and/or acquisition from SAWCo's Office (139 N. Euclid Avenue, Upland, CA.) during regular office hours, Monday through Thursday [7:30a – 11:30a and 12:30p – 5:00p] and on SAWCo's website www.sawaterco.com. The agenda is also available for review and copying at the Upland Public Library [450 N. Euclid Ave] and Upland City Hall [460 N. Euclid Ave.].

POSTING STATEMENT: On March 19, 2026, a true and correct copy of this agenda was posted at the entry of the Water Company's office (139 N. Euclid Avenue), the Upland City Hall at 460 N. Euclid Ave., the Upland Public Library at 450 N. Euclid Ave., and on SAWCo's website.

SAN ANTONIO WATER COMPANY
 ADMINISTRATION and FINANCE COMMITTEE (AFC)
 MINUTES
 January 27, 2026

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was held at the Company office and called to order at 4:00 p.m. on the above date as noticed. Committee Members present were Bill Velto, Becky Miller, and Rudy Zuniga. Also in attendance were SAWCo's General Manager Brian Lee, General Legal Counsel Derek Hoffman, and Senior Administrative Specialist Tiffany Dickinson. Director Velto presided.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Director Zuniga moved and Director Miller seconded to approve the meeting minutes of October 7, 2025. Motion carried unanimously.
5. Administrative and Financial Issues: Mr. Lee gave an update on several administrative and financial issues. The first update was regarding staffing; the new auditor has started their work and working with staff in preparation for the Annual Shareholder's Meeting in April. He also added the Company now has a full staff, with 10 employees, for the first time in several years. There was discussion on potential for the local agencies forming an internship program to find opportunities to tap into talent and educational pipelines to both, advertise opportunities at the Company and have more of a presence in that field, in the community.

An update was given on the Company's 401K and the issues staff are having with their 3rd Party Advisor (TPA) and the potential for a new TPA.

Staff stated the new rates went into effect January 1, 2026, and will first be seen in the municipal billing in February. Staff are expecting some feedback from shareholders when residential billing goes out in March. Staff emphasized that the Company operates at cost and how the cost is allocated and distributed.

It was reported the SCADA system is 8 years old and the system has now reached the end of its design life, and they do not make upgrades anymore, therefore a whole new system is needed. The whole new system and upgrading each site will be an expensive project but needed. Two firms are being brought in for the server bid, which an RFP will be released soon.

Staff added an Ad Hoc Meeting will be called soon to discuss how to bid for the new campus/yard project, how to pay for the project, and what the long-term plans are, to keep costs under control.

Last item of discussion was staff requested for the Prominent Issues report to be removed from the Consent Calendar and made into its' own agenda item or as suggested, General Manager's Report.

6. Committee Comments and Future Agenda Items: None.
7. Adjournment: Seeing no further business, the meeting was adjourned at 4:53 p.m.

Assistant Secretary
Brian Lee

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