



SAN ANTONIO WATER COMPANY

BOARD OF DIRECTORS MEETING

Tuesday, October 20, 2020

5:00 p.m.

By Virtual/Online or Teleconference Only

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

<https://global.gotomeeting.com/join/352572453>

You can also dial in using your phone. United States: +1 (872) 240-3212
Access Code: 352-572-453

- Call to Order
- Salute to the Flag

1. Recognitions and Presentations:

2. Additions-Deletions to the Agenda:

3. Shareholder-Public Testimony:

This is the time for any shareholder or member of the public to address the board 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 board 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. Consent Calendar Items:

All items listed hereunder are considered to be routine and there will be no separate discussion of these items unless members of the board request specific items to be removed from the consent calendar for separate action. All items listed or remaining will be voted upon in a single action.

- A. Approval of Board Meeting Minutes
Regular Meeting Minutes of September 15, 2020.
- B. Organizational Meeting Minutes
Meeting minutes of April 7, 2020.
- C. Planning, Resources, and Operations Committee (PROC) Meeting Minutes
No meeting minutes to report.
- D. Administration and Finance Committee (AFC) Meeting Minutes
Meeting minutes of July 28, 2020.
- E. Financial Statement
Income Statement and Balance Sheet for August 31, 2020
- 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. Disposal of Records
Recommend approval of record disposal based on adopted retention schedule
- M. Correspondence of Interest

5. Board Committee – Delegate Report:

- A. PVPA Representative Report
Verbal report on activities at the Pomona Valley Protective Association that have an impact on the Company.
- B. Six Basins Representative Report
Verbal report on activities at the Six Basins Watermaster that have an impact on the Company.
- C. Chino Basin Representative Report
Verbal report on activities at the Chino Basin Watermaster that have an impact on the Company.
- D. Cucamonga Basin Representative Report
Verbal update by staff.
- E. Administration and Finance Committee (AFC) Chairman's Report
Verbal update on meeting held September 22, 2020.
- 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. Inventory Policy
Review and provide feedback on policy for recommended approval to Board
- B. Request for Qualifications (RFQ) for Investment Advisor
Ratify solicitation of Statement of Qualifications
- C. Rental Agreements
Review current process and discuss provided alternatives
- D. Board Gift
Review past practices and provide direction for 2020 and budget submittal for 2021
- E. 401k Change in Broker-Dealer
Review change and authorize trustee to sign documents
- F. Financial Reporting
Verbal discussion on process of improvement
- G. Company Response to COVID-19
Discussion regarding Company's response to the virus.

7. Closed Session (Will occur under a separate GoToMeeting. Connection information will be provided to the Board of Directors under separate cover).

- A. General Manager's Annual Review, Goals and Objectives [subdivision 9(b) of Section 54957, CGC]
Discussion and Possible Action regarding General Manager's Performance and Goals

8. Director's Comments and Future Agenda Items:

Adjournment:

The next regular Board Meeting will be held on Tuesday, November 17, 2020 at 5:00 p.m.

NOTE: All agenda report items and back-up materials are available for review and/or acquisition at the Company Office (139 No. Euclid Avenue, Upland, CA) during regular office hours, Monday through Thursday [8:00 am – 11:30 am & 12:30 pm – 4:00 pm] and alternating Fridays [8:00 am – 11:30 am & 12:30 pm – 3:00 pm] and on the company's website www.sawaterco.com. The agenda is also available for review and copying at the Upland Public Library located at 450 N. Euclid Avenue.

POSTING STATEMENT: On October 15, 2020 a true and correct copy of this agenda was posted at the entry of the Company's Office (139 No. Euclid Avenue), on the public bulletin boards at 450 No. Euclid Avenue (Upland Public Library) and 460 N. Euclid Avenue (Upland City Hall), and on the Company's website.