



SAN ANTONIO WATER COMPANY

BOARD OF DIRECTORS MEETING

Tuesday, August 17, 2021

5:00 p.m.

In the Upland City Hall Council Chambers
460 N. Euclid Avenue, Upland, CA 91786

The San Antonio Water Company encourages public participation during our Board Meetings. Attendance at meetings is preferred. Recognizing that an adjustment period is appropriate for recently lifted pandemic restrictions and ongoing individual concerns, emails or phoned-in comments are also acceptable.

If you wish to provide comments by phone, please email blee@sawaterco.com at least two hours in advance of the meeting with your phone number and item you wish to comment on. Company staff will call you when the item comes up for discussion and you will be placed on speaker to address the Board.

Public comments regarding upcoming agenda items can be emailed to the Company at blee@sawaterco.com. Comments received by email at least two hours prior to the start of the meeting will be read at the appropriate time during the meeting.

- 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 July 20, 2021
- B. Planning, Resources, and Operations Committee (PROC) Meeting Minutes
No meeting minutes to report
- C. Administration and Finance Committee (AFC) Meeting Minutes
Meeting minutes of May 25, 2021
- D. Financial Statement
Income Statement and Balance Sheet for June 30, 2021
- E. Investment Activity Report
Monthly Report of Investments Activity.
- F. Water Production and Consumption
Monthly water production and consumption figures.
- G. Prominent Issues Update
Status summaries on certain on-going active issues.

- H. **Projects and Operations Update**
Status summaries on projects and operations matters.
- I. **Groundwater Level Patterns [Quarterly in January, April, July, and October]**
Tracking patterns of groundwater elevations relative to ground surface.
- J. **Conservation Program Update [Quarterly in January, April, July, and October]**
Update on SAWCo's existing water conservation programs
- K. **Correspondence of Interest**

5. **Board Committee – Delegate Report:**

- A. **PVPA Representative Report**
Verbal report by representative.
- B. **Six Basins Representative Report**
Verbal report by representative.
- C. **Chino Basin Representative Report**
Verbal report by representative.
- D. **Cucamonga Basin Representative Report**
Verbal update by representative.
- E. **Administration and Finance Committee (AFC) Chairman's Report**
Verbal update on meeting held July 27, 2021.
- 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. **Water Stock Transfer Policy**
Review update to the transfer of water policy and provide recommendation.
- B. **Update to Records Retention Guide**
Review revision update to guide and provide recommendation.
- C. **Update to Records Management Policy**
Review revision update to policy and provide recommendation.
- D. **Employee Scott Weiland's 45th employment anniversary**
Review and discuss options to recognize employee's anniversary.
- E. **General Manager's Goals and Objectives**
Discussion regarding the General Manager's Goals and Objectives for the upcoming year
- F. **COVID Response**
Verbal update

7. **Closed Session:**

- **Personnel Investigation [subdivision 9(b) of Section 54957, CGC]**

8. **Director's Comments and Future Agenda Items:**

Adjournment:

The next regular Board Meeting will be held on Tuesday, September 21, 2021 at 5:00 p.m.

NOTE: All agenda report items and back-up materials are available for review and/or acquisition by calling the Company Office (909) 982-4107 (139 No. Euclid Avenue, Upland, CA) during regular office hours, Monday through Thursday [7:00 am – 11:30 am & 12:30 pm – 5:00 pm] and alternating Fridays [7:00 am – 11:30 am & 12:30 pm – 4:00 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 August 12, 2021 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.