

MINUTES OF THE SAN ANTONIO WATER COMPANY
PLANNING, RESOURCES, and OPERATIONS COMMITTEE
October 27, 2020

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 City of Upland Interim Public Works Director Steve Nix, SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Mr. Elliott presided.

1. Recognitions and Presentations – None.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes:
 - A. **Regular Committee Minutes of August 25, 2020** – Ms. Goss moved and Mr. Filippi seconded to approve the meeting minutes of August 25, 2020 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
 - A. **Project Status Report/Project List**
 - o Network and SCADA Issues – Mr. Lee explained to the Committee the issues staff faced beginning Thursday, October 22nd beginning with an outlet in the computer server room arcing causing full network outage including office and SCADA servers. Call out alarms for SCADA did not work over the weekend however field staff was able to login on regular intervals to verify how the system was running. On Monday, Southern California Edison shut off power to key facilities due to high winds. Staff discovered the power loss quickly and was able to secure two generators. Electricity is scheduled to be restore by the end of the day. The reason for the loss of SCADA alarms was attributed to TESCO updating the password but failing to update the auto login credentials which after the power outage prevented logging back into the system.
 - o **Holly Drive Reservoir Phase II** – The preconstruction meeting was held on October 22nd with the notice to proceed issued on October 26th. Official start date has not been determined as some materials needed for the project are taking longer to procure.
 - o **AMR** – The project was awarded at the September 2020 Board meeting. A purchase order has been issued. Meter install is scheduled for November. Once staff has verified the meters are properly functioning and staff is trained, notification will be sent out in phases to customers advising of their new meter's functions.
 - o **Cucamonga Crosswalls Mitigation** – No abatement is scheduled for the remainder of the year. Weed abatement will begin again in 2021.
 - o **GIS** – The system is fully implemented in the field. Management will revisit how things are going on a quarterly basis.
 - o **Comprehensive System Master Plan and Asset Management Program** – Fireflow testing is scheduled for the week of November 9th. Data loggers and a pitot tube flow diffuser were purchased in order to complete the testing.
 - o **Reservoir 9 Pipeline** – The plans have been completed. The bid opening is scheduled for November 10th.
 - o **Frankish Tunnel Improvements** – Staff has received and is reviewing the final bids set. Bidding on the project is anticipated in November or December.
 - o **Glendale Road, Cliff Road, Primrose Lane, and Linda Lane Pipelines** - Staff has received and is reviewing the final bids set. Bidding on the project is anticipated in November or December.
 - o **Well 19** – Staff is still looking a putting out a Request for Proposals (RFP) by the end of the year.
 - o **Well 16 Detention Box** – The detention box was coated in 2018 but has begun spalling. The installer has been contacted and it is hoped that the work is still under warrantee.

7. Basin Issues and Updates

- ***San Antonio Canyon Watershed*** – Ms. Layton reported the Committee met the previous day. The Annual Clean-Up Day was cancelled for 2020. The Committee is hopeful a 2021 Annual Clean-Up Day will take place. The Committee is currently working with a consultant on the 2021 Watershed Sanitary Survey. Additional data is still needed from the City of Upland and City of Pomona. The consultant will be reaching out to the Department of Drinking Water for a possible extension due to setbacks from COVID-19.
- ***Chino Basin*** – Mr. Lee stated the Chino Basin Watermaster successfully filed an Ex Parte Communication with the court regarding the Agricultural Pool and Appropriative Pool disagreement regarding payment responsibility of the Agricultural Pool's legal bills. Paperwork is expected today and the Appropriative Pool expects to respond within 4 to 5 days of receipt. The court hearing is scheduled for November.
- ***Six Basins*** – Ms. Layton advised the Six Basins meeting is scheduled to take place the following day. Mr. Thomas commented the five year extension for services from Wildermuth Environmental, Inc. (WEI) is up for renewal in November. Also in November is the approval of the Safe Yield and Annual Budget.
- ***Cucamonga Basin*** – Ms. Layton reported the working group will meet the following week.

8. Closed session: None.

9. Committee's Comments and Future Agenda Items: None.

Adjournment: –The meeting adjourned at 3:20 p.m.



Assistant Secretary
Brian Lee