

MINUTES OF THE SAN ANTONIO WATER COMPANY
PLANNING, RESOURCES, and OPERATIONS COMMITTEE
November 26, 2019

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order at 3:00 p.m. on the above date at the company office located at 139 N. Euclid Avenue, Upland, California. Committee members present were Gino Filippi, Martha Goss, and Tom Thomas. Also in attendance were SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Mr. Filippi 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 September 24, 2019** – Mr. Thomas moved and Ms. Goss seconded to approve the meeting minutes of September 24, 2019 as presented. Motion carried.
5. Planning and Operational Issues:
 - A. **Request for Proposals – Comprehensive System Master Plan and Asset Management Program** – Mr. Lee prepared a request for proposal (RFP) for a Comprehensive System Master Plan and Asset Management Program he hopes to release. The project will provide SAWCo with a list of all of its facilities, where they are at in their life cycle, and what the company should be spending on a yearly basis to ensure facilities are well maintained. A source water loss risk review is included in the RFP.

The cost estimate for the project is roughly \$240,000 with \$160,000 allocated to domestic and \$80,000 allocated to irrigation.

The Committee desired to bring the item to the Board at the Board Budget Workshop for their review and possible approval to release the RFP.

Mr. Thomas requested incorporating language in the RFP to allow for meetings with the Committee.

Mr. Thomas moved and Ms. Goss seconded to bring the item to the Board at the Board Budget Workshop for discussion and possible approval. Motion carried.
6. Planning and Operational Update -
 - A. **Project Status Report** –
 - **Holly Drive Reservoir Phase II** – Ninety percent complete design plans are being reviewed. This project will go to bid next year and is to be constructed next year.
 - **Reservoir 7** – Reroofing – The reservoir liner has been installed. Final inspection took place at the end of the previous week. Wash down, disinfection, and pressure reducing valve will be set shortly before the reservoir is put back in to service.
 - **Campus Avenue Waterline** – The waterline is currently being installed. The majority of the work will be completed in December with the remaining work to be finished in January.
 - **Cucamonga Crosswalls** – Repair of the damage from last year's rainy season is complete. Environmental mitigation will begin in the springtime.
7. Basin Issues and Updates
 - **San Antonio Canyon Watershed** – Ms. Layton reported a meeting is scheduled for the first part of December. The Committee will be discussing the Water Sanitary Survey with the consultant. Costs are shared with the City of Upland and the City of Pomona.

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- **Chino Basin** – Ms. Layton reported on an attempt by the Agricultural Pool to change the pooling amendment which included verbiage from the Peace II Agreement regarding the Appropriative Pool paying the Agricultural Pool's costs. There is a possibility of legal action being taken by the Appropriative Pool.
 - **Six Basins** – Mr. Lee reported the budget was approved at the most recent Board meeting. The Pomona Valley Protective Association (PVPA) has committed \$150,000 towards the costs of projects in the basin. Operating Safe Yield remains at 13,000 acre feet (AF).
 - **Cucamonga Basin** – The Judgment has been reviewed in its entirety. TKE Engineering is now using the comments from all of the parties involved and combining them into one document. No meeting was held in November to allow TKE more time to compile the information.
8. Closed session: None.
9. Committee's Comments and Future Agenda Items: Mr. Lee noted the budget will drive the future agenda items for the PROC as there is an aggressive capital improvement plan for 2020.

Adjournment: –The meeting adjourned at 3:26 p.m.



Assistant Secretary
Brian Lee