

MINUTES OF THE SAN ANTONIO WATER COMPANY  
PLANNING, RESOURCES, and OPERATIONS COMMITTEE  
April 28, 2020

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was held virtually and called to order at 3:00 p.m. on the above date as noticed. Committee members present were Will Elliott, Gino Filippi, 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. Elliott presided.

1. Recognitions and Presentations – Mr. Lee inquired as to the identities of callers 1 and 2. Both callers were identified; Steve Nix, City of Upland Interim Public Works Director, and Kelly Mitchell with San Antonio Water Company.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes:
  - A. ***Regular Committee Minutes of February 25, 2020*** – Mr. Thomas moved and Mr. Filippi seconded to approve the meeting minutes of February 25, 2020 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
  - A. ***None.***
6. Planning and Operational Update -
  - A. ***Project Status Report/Project List***
    - ***2020 Capital Improvement Projects*** – Seven pipeline projects recently have been awarded to Civiltech Engineers. The contract for the projects should be signed by the end of the week. Virtual project kick off meeting is scheduled for May 31<sup>st</sup>.
    - ***Comprehensive System Master Plan and Asset Management Program*** – Time and material contract was signed in March.
    - ***GIS*** – The contract was awarded to WSC in October 2019. WSC is working with field staff to gather data and make corrections to the system. This is a multiyear project with field staff and the consultant continuously updating information. Implementation should take place in one to two months.
    - ***Cucamonga Crosswalls*** – Mitigation of plant life was to have taken place the previous week.

Mr. Thomas mentioned people seen rafting in the crosswalls. Mr. Lee advised staff had “No Swimming or Rafting” signs created that they have since placed at various locations around the crosswalls.

Mr. Lee advised of the few dust and noise complaints staff has received thus far on the project.
    - ***Holly Drive Reservoir Phase II*** – Some modifications to the plans were required due to the gravity fed system. Requests for proposals should go out early summer with construction beginning in late summer, early fall.
    - ***Biological Treatment – Well 31*** – The multiyear project began in 2018 with completion in 2019. All equipment has been removed from the site. Staff and MIH are awaiting the letter of approval from the State. Mr. Lee advised, as with any treatment process, the method nearly doubles the cost of water. SAWCo is currently able to meet water entitlement which makes utilizing the biological treatment hard to justify.
    - ***Miscellaneous Projects*** – CalTrans I-10 Corridor project, San Bernardino County Flood Control storm water connection on San Antonio Avenue, and Sweet Pea Ranch expansion.
    - ***AMR/AMI*** – Mr. Lee intended to gather more information from companies that provide smart meters at the spring CA-NV-AWWA conference but due to its cancellation was unable. Proposals have been received from two firms. Costs are higher than expected. Staff is looking at additional firms for quotes.

7. Basin Issues and Updates

- **San Antonio Canyon Watershed** – Ms. Layton reported the watershed committee will meet the follow day. Agenda topics include the Watershed Clean Up Day. A Watershed Sanitary Survey planning meeting will be held to go over the consultant’s proposal.
- **Chino Basin** – Mr. Lee reported work continues on the Safe Yield Reset. The Appropriative Pool also continues to work on the Optimum Basin Management Program.
- **Six Basins** – No meeting to report.
- **Cucamonga Basin** – Ms. Layton stated the parties are awaiting West End Consolidated Water Company’s review of the terms of reference. The next meeting is scheduled for the following Tuesday.

8. Closed session: None.

9. Committee’s Comments and Future Agenda Items: Mr. Filippi inquired if the office is getting any visitors. Mr. Lee advised those that come to the office are utilizing the payment slot to the right of the front door to leave payments and other documents for staff.

Mr. Thomas thanked Mr. Lee for his efforts in leading during the pandemic.

Mr. Elliott gave kudos to all staff for adapting to all the changes and continuing to provide good service and get the job done.

Adjournment: –The meeting adjourned at 3:22 p.m.



Assistant Secretary  
Brian Lee