

**SAN ANTONIO WATER COMPANY**  
**MINUTES OF THE SAN ANTONIO WATER COMPANY**  
**Tuesday, July 19, 2022**

An open meeting of the Board of Directors of the San Antonio Water Company (SAWCo) was called to order at 5:00 p.m. on the above date at the City of Upland Council Chambers, 460 N. Euclid Ave., Upland, California. Directors present were Rudy Zuniga, Will Elliott, Bob Cable, Martha Goss, Bill Velto, Kati Parker, and Bob Bowcock. Also in attendance were SAWCo's General Manager Brian Lee, and Senior Administrative Specialist Kelly Mitchell. President Zuniga presided.

Director Velto led all in attendance in the flag salute.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: Director Goss inquired about adding the fuel credit card proposal to the agenda. Mr. Lee stated it would be best included under Item 6B of the agenda as part of discussion.
3. Shareholder-Public Testimony: None.
4. Consent Calendar Items:
  - A. Approval of Board Meeting Minutes  
Regular Meeting Minutes of June 21, 2022.
  - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes  
Approve meeting minutes of April 26, 2022.
  - C. Administration and Finance Committee (AFC) Meeting Minutes  
No meeting minutes to report.
  - D. Financial Statement  
Income Statement and Balance Sheet for April 30, 2022.
  - 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

Director Parker pulled Item 4A for amendment. Under Item 5A of the Board Meeting Minutes, 900 acres was corrected to read 600 acres.

Director Velto moved and Director Goss seconded to approve the Consent Calendar as amended. Motion carried unanimously.

5. Board Committee – Delegate Report:
  - A. **Pomona Valley Protective Association (PVPA) Representative's Report** – Director Parker reported on the most recent PVPA meeting. Los Angeles County is requiring the first 200 feet of the 600-acre property owned by PVPA to be weed abated however, California Fish and Wildlife is concerned for potential removal of important habitat. The first 100 feet has previously been weed abated and will be so again by the City of Pomona. For the additional 100 feet, a consultant was hired as well as another company to work with the consultant to clear out roughly 50% of the brush.
  - B. **Six Basins Representative Report** – SAWCo's representative on the Six Basins was out due to illness. No report was given.
  - C. **Chino Basin Representative Report** – Mr. Lee stated the watermaster has a budget for next year and, for the most part, go dark in the month of July.
  - D. **Cucamonga Basin Representative Report** – Mr. Lee advised there was nothing new to report other than what was already included in the Board packet. The contract for the hydrogeologist was discussed. The approval was given to begin work on the groundwater model with a focus on water quantity issues. Water quality issues will be addressed later in the process.
  - E. **Administration and Finance Committee (AFC) Chairman's Report** – No meeting to report.
  - F. **Planning, Resources, and Operations Committee (PROC) Chairman's Report** – Director Elliott reported the Committee discussed some items; the most substantial item is included in the General Manager's Report as Item 6A.

G. Office Feasibility Study Ad Hoc Committee – No meeting to report.

6. General Manager's Report on Activities:

A. **Glendale Road Pipeline Replacement Project** – Mr. Lee presented the proposal for design and engineering work for the Glendale Road Pipeline Replacement project. The project entails removal of the two pipelines servicing the street and placement of a single pipeline. Request for Proposals were issued to five firms with four responding. The PROC reviewed the proposals and believes Ardurra to be the most responsive firm. As such, they recommend the Board authorize the General Manager to enter a time and material contract with Ardurra.

Since the PROC meeting, Mr. Lee has spoken with Ardurra to see if they are able to tighten up the numbers. They were able to reduce the time needed for a full-time inspector to 2 weeks, reducing the overall cost to \$70,023.

Director Elliot moved and Director Cable seconded to authorize the General Manager to execute a time and materials contract with Ardurra in the amount of \$70,023 for the Glendale Road Pipeline Replacement project. Motion carried unanimously.

Director Velto gave kudos to Mr. Lee for finding ways to reduce the cost of the project.

B. **General Manager's Annual Review** - Mr. Lee advised September brings his annual performance review. He inquired as to how the Board wished to proceed in conducting the review. Examples of previous year's processes were provided.

Director Goss also provided information for consideration by the Board regarding rising costs incurred by the General Manager due to current gas prices.

Director Cable stated he supports following the path they took last year. The process was discussed.

Director Elliott moved and Director Velto seconded to give direction to the AFC chair, Director Goss, to head up the process of the General Manager's Annual Review beginning with a questionnaire to all Board members.

7. Closed Session:

- Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant paragraph 2 of subdivision (d) of Section 54956.9: 1 Potential Case

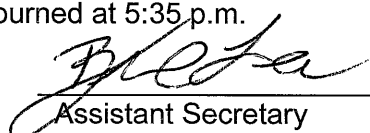
The Board and Mr. Lee went into closed session at 5:14 p.m. and returned at 5:33 p.m. No action was taken.

8. Director's Comments and Future Agenda Items: Director Goss mentioned having the proposed fuel credit card for the General Manager added to the next agenda. After brief discussion, it was determined the item should first go to the AFC for discussion and then brought to the full Board. As such, the item will be added to the July AFC meeting agenda.

Director Parker announced Assemblymember Chris Holden is hosting his annual block party honoring 2020 and 2022 Women of Distinction. Director Parker is one of the Women of Distinction being honored and would love to see her fellow Directors at the event.

Adjournment:

With no further business to discuss the meeting was adjourned at 5:35 p.m.

  
 Assistant Secretary  
 Brian Lee