

SAN ANTONIO WATER COMPANY
MINUTES OF THE SAN ANTONIO WATER COMPANY
Tuesday, August 15, 2023

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, Bill Velto, Kati Parker, and Bob Bowcock. Also in attendance were SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, General Legal Counsel Kevin Randolph, Senior Administrative Specialist Kelly Mitchell, and Administrative Specialist Tiffany Dickinson. President Zuniga presided.

Director Zuniga led all in attendance in the flag salute.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Shareholder-Public Testimony: Director Zuniga inquired of any shareholders or public that wished to speak to the Board. Monte Vista Water District's (MVWD) Board President, Sandra Rose, spoke on the current SAWCo Board vacancy. She suggested that any one of the five MVWD board members are available and ready to serve.
4. Consent Calendar Items:
 - A. Approval of Board Meeting Minutes
Regular Meeting Minutes of July 18, 2023.
 - B. Planning, Resources and Operations Committee (PROC) Meeting Minutes
No meeting minutes to approve.
 - C. Administration and Finance Committee (AFC) Meeting Minutes
No Meeting Minutes to Approve.
 - D. AdHoc Committee for Office Feasibility Study
No meeting minutes to approve.
 - E. Financial Statement
Income Statement and Balance Sheet for June 30, 2023.
 - F. Investment Activity Report
Monthly Report of Investments Activity.
 - G. Water Production and Consumption
Monthly water production and consumption figures.
 - H. Prominent Issues Update
Status summaries on certain on-going active issues.
 - I. Projects and Operations Update
Status summaries on projects and operations matters.
 - J. Groundwater Level Patterns [Quarterly in January, April, July, and October]
Tracking patterns of groundwater elevations relative to ground surface.
 - K. Conservation Program Update [Quarterly in January, April, July, and October]
Update on SAWCo's existing water conservation programs.
 - L. Correspondence of Interest

Director Elliott moved and Director Parker seconded to approve the Consent Calendar as presented. Motion carried unanimously.

5. Board Committee – Delegate Report:
 - A. **Pomona Valley Protective Association (PVPA) Representative's Report** – Director Parker advised no PVPA meeting was held in August due to lack of business items.

Director Parker reported that SAWCo participated in the San Antonio Canyon Watershed Clean Up Day held on Saturday, August 5th. Administrative Specialist Tiffany Dickinson also attended and stated about 50 volunteers helped with the clean-up, collecting more than twenty bags of trash. Director Parker stated that cleaning up the watershed helps prevent trash from ending up in our aquifers downstream.
 - B. **Six Basins Representative Report** – Ms. Layton reported no meeting was held due to lack of business items. She advised there will be a meeting next week.
 - C. **Chino Basin Representative Report** – Mr. Lee stated there is no update to report.
 - D. **Cucamonga Basin Representative Report** – Mr. Lee stated there is no update to report.
 - E. **Administration and Finance Committee (AFC) Chairman's Report** – No meeting to report.
 - 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. Resignation of Director Goss – Mr. Lee reported on the resignation of Director Martha Goss earlier in the week and there are now currently six board members. He stated no action was expected to be taken that evening, however, he wanted to give the Board a public opportunity to provide SAWCo direction on how to proceed.

Mr. Lee presented three options the Board can take in handling the Board vacancy. The first being to not fill the vacancy until the next shareholders' meeting. The second option is to appoint interested parties and with a third option of majority shareholders giving a recommendation before the board votes. He stated, as per SAWCo Bylaws, the board has the right to appoint a director for the vacant seat and will fulfill the remainder of the term which is three years and nine months.

Director Velto recommended to submit applications for review to determine who is the best qualified candidate.

Mr. Lee clarified staff will prepare and implement an application process, and send notification to shareholders that SAWCo is looking to fill a seat on the board. He believes staff should be able to complete this process in three weeks and present the submitted applications at the September Board Meeting.

Director Parker clarified in the past, City of Upland has implemented the application process and she wanted clarification if the suggestion is for SAWCo to cover the application process and City of Upland give advice. She suggested that SAWCo should be the one to collect the applications.

Director Zuniga asked if the Board is open to using past applications if applicants are still interested or should use all new applications. Director Velto suggested to use all new applications.

Director Velto inquired if there will be a review subcommittee. Mr. Lee suggested presenting applications to the entire board in open session.

Director Zuniga reiterated the recommendation for staff to move forward with the application process and reach out to shareholders for possible interest.

7. Closed Session:

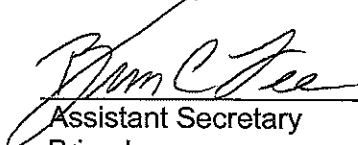
A. Conference with Real Property Negotiator-

The Board went into closed session at 5:17 PM. Upon return from the closed session at 5:31 PM, Mr. Randolph stated there was no reportable action.

8. Director's Comments and Future Agenda Items: None.

Adjournment:

With no further business to discuss the meeting was adjourned at 5:32 p.m.


Assistant Secretary
Brian Lee