

MINUTES OF THE SAN ANTONIO WATER COMPANY
PLANNING, RESOURCES, and OPERATIONS COMMITTEE
June 28, 2022

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, Kati Parker, and Rudy Zuniga. Also in attendance were SAWCo's General Manager Brian Lee and Assistant General Manager Teri Layton. Director 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 April 26, 2022** – Director Zuniga moved, and Director Parker seconded to approve the meeting minutes of April 26, 2022 as presented. Motion carried unanimously with Director Bowcock absent.
5. Planning and Operational Issues:
6. Planning and Operational Updates -
 - A. **Project Status Report/Project List** – Mr. Lee advised very little has changed since the report given at the Board meeting held the previous week. Staff is in discussions with the consultant for the 2020 Water Master Plan regarding discrepancies between the model and field conditions on pressure. The model shows higher pressure than what is being seen in the field. There is concern this indicates a valve, or something partially close, constricting the system. Finalizing the master plan is delayed for this reason.

Director Parker inquired as to the goal of the master plan. Mr. Lee answered the master plan is to assess the physical components of SAWCo's system and to build a shopping list of replacements for the system. This particular master plan has a sub interest looking at water dependability and source water reliability. The portions of the plan that Mr. Lee has reviewed are positive and the system is in good shape.

The contract for Well 19 was reviewed by Mr. Lee earlier in the day and he will be sending a signed copy to the contractor to allow for work to begin on the test well.

Director Bob Bowcock joined the meeting at 3:03 p.m.

The Booster 19 Holly Drive generator has been installed. The landscaping around the booster has not been installed as Mr. Lee has been unable to get ahold of the current owner of the property for approval to begin work. It is not advisable to plant trees and the like during the summer heat which provides Mr. Lee additional time to get the approval from the property owner to begin work.

The draft technical memorandum for the installation of a treatment plant is expected shortly. It is expected to deal with the periods when system flows are below one million gallons per day which the City of Upland cannot currently treat with their treatment plant. After SAWCo executed the contract for their own treatment plant, the City of Upland began looking for funding opportunities through the state to add to their treatment plant allowing processing of lower flows. Mr. Lee is in contact with the public works director of Upland, Braden Yu, regarding these projects to see in the end which one makes better sense.

Director Elliott inquired about the New Office and Yard Relocation project. Mr. Lee advised he will be inquiring about the interest in the project to determine whether to move forward or remove it from the books.

B. Glendale Drive Pipeline Replacement – Mr. Lee stated he included the proposals for the project in the agenda packet for the Committee to review and respond with whom they felt to be the most responsive consultant. Consulting fees were not included in order to prevent being swayed by cost and rather focus on which one will provide the best service.

Director Elliott commented the Company has had good experiences with Civil Tech Engineering in the past.

Director Parker stated she is partial to Ardurra's proposal. She believed the proposal to be fairly complete and liked the fact that the project manager is local. Provost & Pritchard on the other hand works with a subconsultant for the engineering portion which she did not care for.

Mr. Lee commented the two firms, Ardurra and Civil Tech Engineering, are the firms he preferred out of the four that submitted proposals. The RFP was sent to a total of five firms, Mr. Lee has worked with all five firms in the past and is comfortable working with all of them. Ardurra took over IEC, IEC is the company Mr. Lee worked with in the past and the principal on the project is one he has worked with at IEC.

Mr. Lee then presented the proposed fees of each firm. He explained the design costs were very similar for three of the four firms. Construction costs varied a bit more. With Civil Tech Engineering recently completing a project for SAWCo, they are more aware of the actual construction needs where the other firms proposed fees for construction costs can be tightened up. SAWCo field staff actively monitors construction projects and therefore the need for construction services is probably quite a bit less than the firms have proposed. He is confident he can reduce the proposed construction fees of the other firms. With that being said, Mr. Lee stated he leaned towards Ardurra as the most responsible consultant.

The Committee continued to discuss the firms, their proposals, and costs.

Director Parker moved to recommend the Board approve, out of the four firms that submitted proposals, utilizing Ardurra for the Glendale Road Pipeline Project with the caveat that the General Manager negotiate the final costs. Director Zuniga seconded, and the motion carried unanimously.

7. Basin Issues and Updates

- Mr. Lee encouraged the Committee to read SAWCo's most recent newsletter; it is available on the Company's website. There is information about the drought and the Company's efforts to ramp up conservation efforts for shareholders utilizing Inland Empire Utilities Agency (IEUA) programs. Staff is not currently looking at reducing entitlement this year. Domestic customers should be able to utilize their full entitlement whereas staff is working with municipal customers to maximize the amount of water captured in the canyon to deliver nearly all, if not all, of their entitlement.

Director Parker complimented Mr. Lee on the newsletter. In particular, she enjoyed the cost per fluid comparison on the back page.

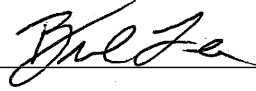
- *San Antonio Canyon Watershed* – No report given.
- *Chino Basin* – No report given.
- *Six Basins* – No report given.
- *Cucamonga Basin* – No report given.

8. Closed session: None.

9. Committee's Comments and Future Agenda Items: Director Bowcock commented that he has worked with several of the current Board members in the past and is looking forward to working with them again. He also stated he is excited to work for the first time with Director Zuniga and build a new relationship. He then thanked them all for this opportunity.

Adjournment: –The meeting adjourned at 3:28 p.m.

June 28, 2022



Assistant Secretary
Brian Lee

