



MEETING AGENDA for PLANNING, RESOURCES AND OPERATIONS COMMITTEE

October 27, 2020 @ 3 pm
by Virtual/Online or Teleconference

Please join the meeting from your computer, tablet or smartphone at <https://global.gotomeeting.com/join/862960181>

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United States: +1 (646) 749-3122
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▪ **Call to Order**

1. Recognitions and Presentations:

2. Additions-Deletions to the Agenda:

3. Public Comments

This is the time for any shareholder or member of the public to address the committee members on any topic under the jurisdiction of the Company, which is on or not on the agenda. Please note, pursuant to the Brown Act the Committee is prohibited from taking actions on items not listed on the agenda. For any testimony, speakers are requested to keep their comments to no more than four (4) minutes, including the use of any visual aids, and to do so in a focused and orderly manner. Anyone wishing to speak is requested to voluntarily fill out and submit a speaker's form to the manager prior to speaking.

4. Approval of Committee Meeting Minutes

A. Regular Committee Minutes of August 25, 2020

5. Planning and Operational Issues:

6. Planning and Operational Updates:

A. Project Status Report/Project List
Report on on-going projects

7. Basin Issues and Updates:

- San Antonio Canyon Watershed – Verbal report
- Chino Basin - Verbal report
- Six Basins - Verbal report
- Cucamonga Basin – Verbal report

8. Closed Session: None.

9. Committee's Comments and Future Agenda Items:

This is the time for the Committee to comment and consider future agenda items relative to planning, water resources and operations of the company and its shareholders.

Adjournment:

The next regular PROC Meeting is to be determined.

NOTE: All agenda report items and back-up materials are available for review and/or acquisition at the Company Office (139 N. Euclid Avenue, Upland, CA.) during regular office hours, Monday through Thursday [8:00 – 11:30 & 12:30 – 4:00] and alternating Fridays [8:00 – 11:30 & 12:30 – 3:00]. The agenda is also available for review and copying at the Upland Public Library located at 450 N. Euclid Avenue.

POSTING STATEMENT: On October 22, 2020 a true and correct copy of this agenda was posted at the entry of the Company Office (139 No. Euclid Avenue), and on the public bulletin board at 450 N. Euclid Avenue (Upland Public Library), and on the Company website.

MINUTES OF THE SAN ANTONIO WATER COMPANY
 PLANNING, RESOURCES, and OPERATIONS COMMITTEE
 August 25, 2020

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, Gino Filippi, Martha Goss, and Tom Thomas. Also in attendance were City of Upland Interim Public Works Director Steve Nix, SAWCo's General Manager Brian Lee, Assistant General Manager Teri Layton, and Senior Administrative Specialist Kelly Mitchell. Mr. 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 June 23, 2020*** – Ms. Goss moved and Mr. Thomas seconded to approve the meeting minutes of June 23, 2020 as presented. Motion carried unanimously.
5. Planning and Operational Issues:
 - A. ***AMI Smart Meters*** - Mr. Lee reported for the better part of a year, he and staff have researched the idea of moving to a meter system that can provide greater information to shareholders about their water consumption. Staff engaged and received proposals from four different smart meter companies. Three of the companies require use of their network at a charge and one utilized a local cell network. The iPerl and Metron-Farnier meters stand out among the meter types used by the four companies. Staff purchased five meters from Metron-Farnier and installed them throughout SAWCo's service area. Two were placed at the properties of Company Directors while the other three were placed in areas where cell service is known to be bad in SAWCo's water service area. Four of the five meters have been reporting consistently. Staff advised Metron-Farnier of the one meter not providing consistent data and they have diagnosed the problem and are in the process of getting it corrected.

Ms. Goss advised she was present when the new AMI meter was installed at her property and attested to the quality of the meter. She felt it a better made product compared to the plastic meter that was removed to allow the AMI to be installed.

Ms. Layton reported staff has checked out Metron-Farnier's references.

Mr. Filippi advised he was having trouble with his audio but was able to listen in on the meeting.

Mr. Steve Nix mentioned he had no experience with this specific company or the exact meter they were using but does have experience with AMI Badger meters, which he loves.

Ms. Goss moved and Mr. Filippi seconded to recommend to the Board authorize the General Manager to execute a contract with Metron-Farnier to install Spectrum 50DL water meters and associated internet connectivity for a 10-year not-to-exceed \$771,000 service contract. Motion carried unanimously.

6. Planning and Operational Updates -

A. Project Status Report/Project List

- **Office and Yard Relocation** – Mr. Lee will present his findings at the September 28th City of Upland City Council Meeting.
- **Holly Drive Reservoir Phase II** – Project is out to bid. Bid opening scheduled for September 10th.
- **Reservoir 7** – The project is complete.
- **Cucamonga Crosswalls Mitigation** – Weed abatement was completed at the end of July.
- **GIS** – Field staff is using the tablets out in the field and making notes for corrections when needed.
- **Comprehensive System Master Plan and Asset Management Program** – The consultant is near completion on the water model for the computer simulation. Fire flow testing will be scheduled most likely towards the end of summer.
- **Reservoir 9 Pipeline** – The Water Utility Superintendent, Tommy Hudspeth, and Mr. Lee met with the consultant. The project is expected to go out to bid in late September to early October.
- **Frankish Tunnel Improvements** – Contract kick-off meeting was held and surveying is complete. Design plans are at 60% complete with bidding anticipated for late September or early October.
- **Glendale Road, Cliff Road, Primrose Lane, and Linda Lane Pipelines** - Contract kick-off meeting was held and surveying is complete. Design plans are at 60% complete with bidding anticipated for late October or early November.
- **Well 19** – The design of a new Well 19 site has been budgeted for 2020. The cost to drill a new well is expected to reach roughly \$1.5 million dollars. Staff is working on a Request for Proposals (RFP) which should be released later this year for Board approval.

7. Basin Issues and Updates

- **San Antonio Canyon Watershed** – Mr. Lee reported flow is dropping however surface water is still being provided. Flows are projected to last through the end of the year.
- **Chino Basin** – Mr. Lee updated the Committee regarding the Agricultural Pool's submittal of legal bills for the previous year's budget. The Appropriative Pool believes they are not covered by the Peace Agreement. It appears as though a judicial decision may be needed in order to resolve the issue. Mr. Filippi advised the Chino Basin Board voted to have the Appropriative Pool follow the Peace Agreement by paying the Agricultural Pool's legal bills. He was uncertain if it would take legal action for that to occur.
- **Six Basins** – Ms. Layton advised of the upcoming Six Basins meeting is scheduled to take place the following day. The Wildermuth Environmental, Inc. (WEI) contract is up for renewal. It appears the parties are content with WEI's

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past work and will likely renew the contract for another 5 years. Ms. Layton requested the amounts paid by Six Basins Watermaster to WEI over the last 5 years as well as the current fee schedule. Mr. Thomas stated the goal is to decide by September whether to renew the contract with WEI or place the item out to bid.

- ***Cucamonga Basin*** – Ms. Layton reported the September meeting is scheduled to take place the following week. There are a few adjustments needed to the terms of reference. A Request For Proposal (RFP) for engineer consulting services will be going out shortly.

8. Closed session: None.

9. Committee's Comments and Future Agenda Items: None.

Adjournment: –The meeting adjourned at 3:33 p.m.

Assistant Secretary
Brian Lee