

SAN ANTONIO WATER COMPANY
ADMINISTRATION and FINANCE COMMITTEE (AFC)
MINUTES
June 7, 2016

An open meeting of the Administration and Finance Committee (AFC) of the San Antonio Water Company (SAWCo) was called to order at 3:16 p.m. on the above date at the Company office located at 139 N. Euclid Ave., Upland, California. Committee Members present were Sue Sundell, Glenn Bozar, and Tom Thomas. Also in attendance were SAWCo's General Manager Charles Moorrees, Assistant Manager of Administration and Finance Teri Layton, and Administrative Specialist Kelly Mitchell. Ms. Sundell presided.

1. Recognitions and Presentations: None.
2. Additions-Deletions to the Agenda: None.
3. Public Comments: None.
4. Approval of Committee Meeting Minutes: Mr. Thomas moved and Mr. Bozar seconded to approve the meeting minutes of April 26, 2016 as presented. Motion carried.
5. Administrative and Financial Issues:
 - A. ***Proposals for Water Rate and Fee Study*** - Mr. Moorrees stated proposals were received from Black & Veatch, Carollo Engineers, and Raftelis Financial Consultants (RFC) to develop SAWCo's rate structure. A comparison of the three proposals was provided by Mr. Moorrees. Approach to the project, understanding of how SAWCo operates, methodology, work plan, organization and staff, and schedule were factored into the comparison.

Mr. Moorrees felt that although the cost was higher, Carollo Engineers proposal shows a better understanding of SAWCo's uniqueness and they have better knowledge of the Water Company's needs as they have worked with Monte Vista Water District and the City of Upland on their water rate studies.

Mr. Bozar moved and Mr. Thomas seconded to utilize Carollo Engineers for the Water Rate and Fee Study with the caveat that the manager negotiate their price to a lower amount by reducing the number of public meetings and the like. Motion carried.
6. Closed Session: The committee went into closed session at 3:40 p.m. for the General Manager's Performance Review [subdivision 9b) of Section 54957, CGC].
7. Committee Comments and Future Agenda Items: None.

Adjournment: The committee determined there was no further business and adjourned the meeting at 4:35 p.m.

Assistant Secretary
Charles Moorrees