

MINUTES OF THE SAN ANTONIO WATER COMPANY  
PLANNING, RESOURCES, and OPERATIONS COMMITTEE  
March 24, 2015

An open meeting of the Planning, Resources, and Operations Committee (PROC) 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 Avenue, Upland, California. Committee members present were Will Elliott, Ken Willis and Tom Thomas. Also in attendance were resident Jane Willis, Inland Productivity Solutions owner Eric Hanson, SAWCo's General Manager Charles Moorrees, Assistant Manager of Administration and Finance Teri Layton and Office Assistant Kelly Mitchell. Mr. Willis presided.

1. Recognitions & Presentations – None.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes:
  - A. ***Regular Committee Minutes of January 27, 2015*** – Mr. Moorrees advised of a revision on page 3 on the first paragraph of the meeting minutes; the second mention of City of Ontario should be City of Upland. In the second paragraph on the same page the second mention of City of Ontario should also be City of Upland. On page 4 the second paragraph should begin with “On the previous update,”. Mr. Thomas moved and Mr. Elliott seconded to approve the meeting minutes of January 27, 2015 with revisions. Motion carried.
5. Planning & Operational Issues:
  - A. ***Amended & Restated 401K Plan*** - Mr. Moorrees reported that each year SAWCo has an opportunity to look at their 401K Plan and make any changes if necessary. There are no changes to the plan this year.

Mr. Moorrees proposed the committee recommend the Board adopt the restatement of SAWCo's qualified retirement 401(K) Plan.

Mr. Thomas moved and Mr. Elliott seconded to recommend the Board of Directors adopt the restatement of the Company's qualified retirement 401(K) Plan by unanimous consent with each director signing the resolution. Motion carried.
  - B. ***Well 26 Emergency Repair*** – Mr. Moorrees reported that in January 2014, General Pump Company pulled Well 26 and renewed and replaced worn equipment and placed in back into operation in April of 2014.

By the end of the year staff observed a decline in specific yield. General Pump Company pulled the well in January of this year and agreed to absorb this expense as a warranty consideration. Staff met with General Pump Company to review the

material and causes for the preliminary wear of the pumps and agreed that the current conditions may have attributed to the wear.

To mitigate the problem occurring again, stainless steel will be used instead of brass and the column size will be reduced to 6 inches from 8 inches. The expense to repair and upgrade the material to mitigate the current conditions creating the wear on material will be split equally with the Water Company.

Total cost for repair and upgrades is \$67,497.20. SAWCo's contribution will be \$33,748.60.

Mr. Elliott questioned whether or not the changes would reduce efficiency of the well. Mr. Moorrees replied that they would not affect efficiency.

Mr. Moorrees asked the committee to recommend the Board approve the additional expense for the repair and equipping of Well 26 and to appropriate funds from Operating.

Mr. Elliott moved and Mr. Thomas seconded to approve the General Manager's recommendation. Motion carried.

- C. Tunnel Water Quality Sampling** – Mr. Moorrees reminded the committee that SAWCo's Tunnel has been having water quality issues. Water quality samples taken in the Tunnel show positive results for total coliform (bacteria) but absent for E-coli and fecal.

In April of 2015 the new total coliform rule will be introduced. The rule does not require discharge of water solely due to a bacteria hit as in the past. With this rule change SAWCo may be able to reintroduce Tunnel water back into the domestic system with no additional work.

Staff is still in search of the cause of the bacteria. Because of the difficulty in determining the source of bacteria, it requires continuous sampling from the Tunnel access shafts and the Forebay simultaneously, staff engaged with BESST, Inc. utilizing their profiling technology and sampling equipment to collaboratively perform a systematic sampling effort for potential bacteriological contamination along the length of SAWCo's Tunnel. The purpose of this sampling effort and investigation is to isolate the occurrence of bacteria and entry in the Tunnel. Staff will simultaneously pull samples from a fixed point at the Forebay.

BESST, Inc. proposes to begin this work with staff beginning on March 30, 2015 at a cost of \$22,950. This process should take about 1 week to complete.

Mr. Moorrees asked that the Committee make a recommendation to the Board to approve the additional expense for Tunnel Water Quality Sampling estimated at \$30,000 and to appropriate funds from Operating.

Further discussion found that the estimated cost did not include the cost of the lab test results. Mr. Moorrees felt an additional \$5,000 would cover those costs.

Mr. Elliott moved and Mr. Thomas seconded to recommend the Board approve the additional expense for Tunnel water quality sampling not to exceed \$35,000 and to appropriate funds from Operating. Motion carried.

6. Planning and Operational Update -

A. *Project Status Report* –

- **Cucamonga Basin - Desilting project at crosswalls** – The City of Upland approved the documents. There is a 30 day period for other agencies to comment on the project. Possible start time of June or July.

Eric Hanson with Inland Productivity Solutions entered the meeting at 3:32 p.m.

- **Basin 6 Desilting** – Currently working on the initial study.
- **Wildrose Lane and Spring Terrace Waterlines** – Currently under design.
- **WFA Project** – A flow switch needs to be changed over which should take a few weeks. Once that is tied in SAWCo should be able to delivery water through this connection.

7. Basin Issues and Updates

A. *San Antonio Canyon Watershed* – Weekly emails sent to the State Water Resources Control Board are not being responded to.

B. *Chino Basin* – Nothing new to report.

C. *Six Basins* – Mr. Moorrees stated there is a Six Basins meeting scheduled for the following day. SAWCo is over their limit in their Six Basins storage account and are asking for a reprieve to the end of 2015 until they can either pump the water out or transfer it.

An agreement with the City of Pomona was just approved by Pomona’s City Council to allow SAWCo to utilize water allocated to Pomona at the 60/40 split.

Mr. Moorrees advised the committee he has been asked to speak at the upcoming San Antonio Heights Association meeting about the drought impacts to the Water Company.

8. Committee Tablet Training – Inland Productivity – Mr. Hanson gave additional instruction on the use of the new board tablets.

9. Committee’s Comments and Future Agenda Items – None.

Adjournment –The meeting was adjourned at 3:39 p.m. to complete the tablet training. Motion carried.

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Assistant Secretary  
Charles Moorrees