

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

April 28, 2010

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order at 3:07 p.m. on the above date at the company office located at 139 N. Euclid Ave., Upland, California. Committee members present were Robb Quincey, Will Elliott, and Tom Thomas. Also in attendance were Assistant Manager of Administration & Finance Teri Layton, Director Dr. Fred Gattas, and City of Upland Public Works Director Anthony La. Mr. Quincey presided.

1. Recognitions & Presentations – None.
2. Additions-Deletions to the Agenda – None.
3. Public Comments – None.
4. Approval of Committee Meeting Minutes – Mr. Thomas moved and Mr. Elliott seconded to approve the meeting minutes of February 24, 2010 as presented. Motion carried. (Mr. Quincey abstained)
5. Planning & Operational Issues:  
Urban Water Master Plan – Ms. Layton reported that providers with over 3,000 connections or over 3,000 acre feet of water produced a year are required to submit an UWMP to Department of Water Resources (DWR). Our water company does not have over 3,000 connections but we do produce over 3,000 acre feet a year.

The Company’s first Urban Water Management Plan was done in 2005 and we are required to update the plan every five years and it is due to be updated this year. A request for qualifications and proposal was sent to three engineering firms and the proposals are as follows:

<i>Civiltec Engineering, Inc.</i>	Albert A. Webb Associates	GEI Consultants
\$21,790	\$63,343	\$40,398

The disparity of the different quotes was discussed. Ms. Layton stated management did meet with Civiltec to make sure we were not getting a cookie cutter report like last time and we were assured we were not. Staff is satisfied with the work up to date that Civiltec Engineering has provided with our Forebay improvement project. Based on their work, qualifications regarding this type of work, and their responsiveness to staff, we recommend award of contract to Civiltec Engineering. Mr. Elliott moved and Mr. Thomas seconded to recommend the Board contract with Civiltec Engineering to prepare the company’s 2010 Urban Water Master Plan (UWMP) in the amount of \$21,790. Motion carried.

Monte Vista Water Service Agreement – Ms. Layton reported Monte Vista Water District (MVWD) is a current shareholder with interest to lease the Water Company’s right to produce their entitlement equivalent to their shareholding out of the Chino Basin.

In light of the Company’s increase in producing its rights and lack of ability to increase its storage account, at the last PROC, the committee recommended that the Water Company check with MVWD about not formalizing a service agreement with MVWD at this time, and to utilize an informal approach as we have done in the past. Ms. Layton believed that Mr. Moorrees spoke to Mark Kinsey, General Manager of MVWD and an agreement was not needed.

At the end of FY2008-09, the Water Company had 8,711.98 AF in its storage account. Mr. Elliott moved and Mr. Quincey seconded to recommend the Board approve Monte Vista Water District’s request for a one-time purchase to lease pumping rights equal to their shareholder entitlement of 19.425 acre-feet from the Company’s Chino Basin account at the adopted “base” rate of \$182.95 per acre-foot [\$0.42/hcf]. Motion carried.

Water Master Plan – Final Draft – Ms. Layton reported that a final “draft” of the Water Master Plan was presented to the PROC on February 24, 2010 for review to be further discussed at today’s meeting. It was reported that the Executive Summary has not been received. It was due today but we did not receive it. Mr. Thomas asked if we have held back some money to the consultant. Ms. Layton stated she did not know.

Ms. Layton gave a draft plan on CD to Mr. Quincey and Anthony La. She asked if the Committee had any comments and if they desired to wait for approval until Mr. Quincey and Mr. La had a chance to review the draft. (Mr. Brandt entered the meeting at 3:14 p.m.)

The Committee expressed their disappointment in the work provided by the consultant. Mr. Thomas stated he thought the consultant was going to be more creative in their work. Mr. Elliott asked if Mr. La needed time to review the plan. Mr. La stated that the City does not plan to do much with the report other than integrate into their engineering model. Mr. Brandt moved and Mr. Quincey seconded to recommend to the Board to receive and file the final “draft” Water System Master Plan. Motion carried.

6. Planning & Operational Update -

*Project Status Report*

- **Chronological History Documentation** – The Board approved the proposal by Rauch Communication Consultant on April 20<sup>th</sup> and the consultant is reviewing the professional services agreement.
- **Well 27A Profile & Analysis** – General Pump began the rehab process by pulling the well on Monday of this week.
- **Cucamonga Basin – Desilting Project at Crosswalls** – It was reported that the General Manager met with the County last week and plans and application has been submitted to County Flood Control for a permit.
- **Cucamonga Basin Management Plan** – A meeting on the Cucamonga Basin Management Plan is pending scheduling for May.

7. Basin Issues & Updates

A. *San Antonio Canyon Watershed*

San Antonio Water Rights Investigation - Ms. Layton reported that we are waiting to get a meeting with the U.S. Forest Service (USFS) and Snowcrest Heights Improvement Association (SHIA). We will also be following up with Ridgeway and Slater to execute the license agreements.

B. *Cucamonga Basin*

Cucamonga Basin Study - WEI – As reported above we are waiting on a meeting to be scheduled.

Cucamonga Basin MOU’s – Ms. Layton reported when we are done with Basin 6 and the crosswall work, we will be implementing a Memorandum of Understandings (MOU) on how the upper basins will be operated.

Basin 6 – SBCFCD Construction – Ms. Layton reported we are waiting to get the steel works done. They are currently charging \$10,000 a day liquidated damages. The County is pumping water in the channel and it is going to Turner Basin.

C. *Six Basins* – There is an Engineering/Technical Committee meeting tomorrow at 9 a.m. We will be discussing the water that SAWCo transfers and how it is classified along with some other issues.

D. *Chino Basin*

Non-Ag Stored Water Transaction – Ms. Layton reported that there is a contention on the water that was sold from non-ag. Chino Basin Watermaster responded to the claim that they did not file an intent to buy the water that non-ag was selling. Mr. La gave a brief history to the Committee for understanding.

8. Closed Session – None.

April 28, 2010

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

Adjournment – Due to no further business, the meeting was adjourned at 3:35 p.m.

---

Assistant Secretary