

MINUTES OF THE SAN ANTONIO WATER COMPANY
PLANNING, RESOURCES, and OPERATIONS COMMITTEE
July 29, 2014

An open meeting of the Planning, Resources, and Operations Committee (PROC) of the San Antonio Water Company (SAWCo) was called to order at 3:14 p.m. on the above date at the company office located at 139 N. Euclid Avenue, Upland, California. Committee members present were Will Elliott, John Gerardi, and Tom Thomas. Also in attendance were SAWCo's Assistant Manager of Administration and Finance Teri Layton and Office Assistant Kelly Mitchell. Mr. Elliott 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 May 27, 2014*** - Mr. Gerardi moved and Mr. Thomas seconded to approve the meeting minutes of May 27, 2014. Motion carried.
5. Planning & Operational Issues:
 - A. ***“Draft” Board Tour Itinerary of Water Company Domestic & Irrigation Facilities*** – Ms. Layton stated that in response to Director Gerardi's suggestion for a Company tour at the March PROC meeting, staff proposes a focused tour of the Company's domestic and irrigation system as it applies to operations, issues, and projects for review and comments by the Committee.

Management's recommended the PROC review and comment on the proposed tour of SAWCo's Domestic and Irrigation facilities as appropriate and make recommendations and propose possible dates for Board approval.

Director Gerardi suggested the tour take place in September or October for cooler weather. The committee agreed and also suggested that staff email all Board members a few date options to identify a date for the tour.

Ms. Layton stated this tour would be more geared toward visiting SAWCo's facilities and current projects rather than the areas around the San Antonio Canyon as was previously the case. She also questioned whether the committee wished to bring the tour to the Board for approval first. Director Gerardi and Director Elliott felt there was no need to bring the item to the Board for approval as it has already been talked about at the Board level.

Mr. Thomas exited the meeting at 3:17 p.m.

There was consensus on the committee to have SAWCo staff email the Board some suggested dates for the “Draft” Board Tour of Water Company Domestic and Irrigation Facilities to take place on.

- B. **Development Update** - Ms. Layton presented information with regards to current developments. The development for Meritage Homes requires the builder to relocate SAWCo's 18 inch waterline that traverses north and south between 19th Street and Christopher Avenue. Work on the project began the previous week.

The committee had various questions with regards to the Meritage Homes project. The committee agreed to have the general manager, Charles Moorrees, give a report on it at the August Board meeting.

Mr. Thomas rejoined the meeting.

6. Planning & Operational Update -

A. **Project Status Report**

- **Mountain Drive – ECW – 1,500 LF 8” waterline** – Preconstruction meeting scheduled for August 7th.
- **Well 25A – Site Improvements per City CUP – Carry Over CY2014** – There are complications with drilling the holes for the footings for the fence. A change order for continuous footing is expected.
- **WFA Pipeline Connection** – Preconstruction meeting scheduled for August 7th.
- **Cucamonga Basin – Desilting project at crosswalls** – Project may be delayed due to a conditional use permit. A Professional Service Agreement (PSA) has been signed with TKE Engineering who will provide project management services for this project and the Basin 6 desilting.
- **Classification and Compensation Study** – The PSA was sent out and a meeting is scheduled with RSG in August.
- **Tyler Technologies Billing Software** – Utility Billing portion is complete. Currently working on the accounting software.

7. Basin Issues & Updates

A. **San Antonio Canyon Watershed** – Nothing to report.

B. **Chino Basin** – The Advisory Committee met and passed all items presented from the Appropriative Pool Committee. Bi-monthly meetings are scheduled to discuss safe yield.

C. **Six Basins** – Meeting was cancelled.

8. Committee's Comments and Future Agenda Items – Mr. Thomas suggested that when the desilting projects move forward it would be beneficial to see the project and the retention pond.

Adjournment – Due to no further business the meeting was adjourned at 3:41 p.m. Motion carried.

Assistant Secretary
Charles Moorrees