

SAN ANTONIO WATER COMPANY
MINUTES OF THE SAN ANTONIO WATER COMPANY
Tuesday, October 15, 2024

An open meeting of the Board of Directors of the San Antonio Water Company (SAWCo) was called to order at 5:00 p.m. on the above date at the City of Upland Council Chambers, 460 N. Euclid Ave., Upland, California. Directors present were Rudy Zuniga, Will Elliott, Bill Velto, Kati Parker, Bob Cable, and Becky Miller. Virtually in attendance was Director Bob Bowcock. Also in attendance were SAWCo's General Manager Brian Lee, General Legal Counsel Derek Hoffman, and Senior Administrative Specialist Tiffany Dickinson. President Zuniga presided.

Director Velto led all in attendance in the flag salute.

1. Recognitions and Presentations: Mr. Lee confirmed with Ms. Dickinson Director Bowcock was online in attendance.
2. Additions-Deletions to the Agenda: Mr. Lee stated there is an addition to the agenda adding Director Bowcock was called away for a business emergency out of the state and is therefore participating remotely. The Board of Directors will have to make a motion to approve Director Bowcock's participation virtually. Mr. Hoffman added this situation falls under the "just cause" exception of the Ralph M. Brown Act.

Director Elliott moved and Director Velto seconded to approve the "just cause" exception in allowing Director Bowcock to participate remotely. Motion carried unanimously.

3. Shareholder-Public Testimony: None.

4. Consent Calendar Items:

- A. Approval of Board Meeting Minutes
Regular Meeting Minutes of September 17, 2024.
- B. Planning, Resources and Operations Committee (PROC) Meeting Minutes
No meeting minutes to approve.
- C. Administration and Finance Committee (AFC) Meeting Minutes
Approve meeting minutes of July 23, 2024.
- D. Public Committee for Chino Feasibility Study
No meeting minutes to approve.
- E. Financial Statement
Income Statement and Balance Sheet for August 31, 2024.
- F. Investment Activity Report
Monthly Report of Investments Activity.
- G. Water Production and Consumption
Monthly water production and consumption figures.
- H. Prominent Issues Update
Status summaries on certain on-going active issues.
- I. Projects and Operations Update
Status summaries on projects and operations matters.
- J. Groundwater Level Patterns [Quarterly in January, April, July, and October]
Tracking patterns of groundwater elevations relative to ground surface.
- K. Conservation Program Update [Quarterly in January, April, July, and October]
Update on SAWCo's existing water conservation programs.
- L. Disposal of Records
Recommend approval of record disposal based on adopted retention schedule.
- M. Consent Calendar Items - 2024

Director Velto moved and Director Parker seconded to approve the Consent Calendar as presented. Motion carried unanimously.

5. Board Committee – Delegate Report:

- A. **Pomona Valley Protective Association (PVPA) Representative's Report** – Director Parker stated there was nothing significant to report from the previous meeting held.
- B. **Six Basins Representative Report** – Mr. Lee stated there is no update to report.
- C. **Chino Basin Representative Report** – Mr. Lee stated he attended an assessment package workshop that morning with nothing further to update.
- D. **Cucamonga Basin Representative Report** – Mr. Lee stated there is no update to report.
- E. **Administration and Finance Committee (AFC) Chairman's Report** – Mr. Lee reported all the AFC items are currently on the agenda for board consideration.

F. Planning, Resources, and Operations Committee (PROOC) Chairman’s Report – No meeting to report.

G. Office Feasibility Study Ad Hoc Committee – No meeting to report.

6. Employee Year End Gift:

With no discussion from the board on this item, Director Velto moved and Director Cable seconded to approve the Board’s year end gift to employees. Motion carried unanimously.

7. Review of 2025 SAWCO Major Activities Calendar: Mr. Lee stated this is a yearly confirmation of company calendar with highlighted potential dates for board meetings, committee meetings and holidays.

Director Parker moved and Director Miller seconded to approve the 2025 SAWCO major activities calendar as presented. Motion carried unanimously.

8. Proposal to Conduct 2025 Rate Study: Mr. Lee stated he has nothing further to add than what is already in the agenda packet and if there is no further discussion or questions, staff is looking for approval to move forward with the proposal for the rate study.

Director Cable added at the AFC meeting the discussion was to not exceed cost of \$33,975.00.

Director Cable moved and Director Miller seconded to approve to authorize the GM to execute a contract for a rate study to not exceed \$33,975.00. Motion carried unanimously.

9. Annual Meeting of Pomona Valley Protective Association (PVPA): Mr. Lee stated this is a yearly item and PVPA typically sends out proxy documentation after the October board meeting and in the past the board has appointed Director Parker.

Director Elliott moved and Director Cable seconded to approve appointing Director Parker as proxy to the annual PVPA meeting. Motion carried unanimously.

10. Closed Session:

A. CONFERENCE WITH LEGAL COUNSEL— EXISTING LITIGATION [Government Code Section 54956.9(d)(1)] Name of Case: Victor Asemota et al. v. City of Claremont, et al., Los Angeles County Superior Court Case No. 24STCV08598

B. EMPLOYEE PERFORMANCE EVALUATION [Government Code § 54957]: General Manager

C. CONFERENCE WITH LABOR NEGOTIATOR [Government Code § 54957.6]

Designated Representative: General Counsel Derek Hoffman

Unrepresented Employee: General Manager

Mr. Hoffman stated prior to going into closed session, regarding Item 10C, the Board must identify the designated negotiator, if other than himself as listed on the agenda.

Director Parker moved and Director Miller seconded to nominate Mr. Hoffman as the designated negotiator for Item 10C.

11. Open Session:

A. Report out from Closed Session.

B. General Manager Setting of Annual Compensation.

The Board went into closed session at 5:12 PM. Upon return from the closed session at 6:30 PM, Mr. Hoffman stated the Board met in closed session on the items listed on the agenda and there is no reportable action on items 10A and 10B. For Item 10C, the Board gave direction to the designated negotiator and discussions occurred and the Board is open for further discussion and any decisions to be made.

Director Zuniga reported the Board met in closed session on the setting of annual compensation of the general manager and the Board came to an agreement of a 4.5% increase in compensation which comes out to \$275,880.00 per year.

12. Director's Comments and Future Agenda Items: None.

Adjournment:

With no further business to discuss the meeting was adjourned at 6:32 PM.



Assistant Secretary
Brian Lee

