

**MINUTES OF THE SEVEN HUNDRED AND NINETY FIRST MEETING OF THE
POMONA-WALNUT-ROWLAND JOINT WATER LINE COMMISSION**

June 10, 2021

Meeting conducted via

Webex at: <https://walnutvalley.webex.com/meet/bmeeting>

PRESENT:

Commissioner Scarlett Kwong
Commissioner Tony Lima
Commissioner Victor Preciado
Alternate Commissioner Bellah
Alternate Commissioner Hilden

STAFF PRESENT:

Brian Teuber, Administrative Officer
Myra Malner, Treasurer
Carmen Fleming, Secretary

The meeting was called to order at 4:00 p.m. with President Lima presiding.

In attendance: Member agency representative Mr. Tom Coleman, and Mr. Dave Warren, of Rowland Water District; and Ms. Sherry Shaw, Mr. Josh Byerrum and Mr. Erik Hitchman, of Walnut Valley Water District; and Mr. Matt Litchfield, General Manager and Ms. Jody Roberto, and Mr. Carlos Goytia, Directors at Three Valleys Municipal Water District.

Item 3: Public Comment

- ◆ There was no public comment at this time.

Item 4: Late Business

- ◆ There was no late business to be brought before the Commission at this time.

Item 5: Approval of Minutes for Meeting Held February 11, 2021

- ◆ The Commission was asked to approve the meeting minutes for the previous Commission meeting held February 11, 2021.

Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Preciado and carried (3-0), to approve the minutes of the February 11, 2021. A roll call vote was then taken:

*Yes: Kwong, Lima, Preciado
Noes: None
Motion Passed (3-0)*

Commissioner Lima indicated that the motion was approved by a 3-0 vote roll call vote

Item 6: Approval of Warrants and Charges Paid February 2021 through May 2021

- ◆ The Commission was provided with a List of Warrants and Charges for February through May 2021.

Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Preciado and carried (3-0), to receive and file the Warrants and Charges for February through May 2021. A roll call vote was then taken:

*Yes: Kwong, Lima, Preciado
Noes: None
Motion Passed (3-0)*

Commissioner Lima indicated that the motion was approved by a 3-0 vote

Item 7: Pomona-Walnut-Rowland Joint Water Line Webpage

- ◆ The Commission was briefed on the newly created P-W-R webpage located on the Walnut Valley Water District website.

Item 8: Discussion on Pomona Vault

- ◆ Ms. Shaw updated the Commission on the Pomona vault maintenance updates that have been suggested.

Item 9: Notice to Consider Acceptance of Work and Notice of Completion for the Gold Line Foothill Extension

- ◆ Ms. Shaw reported that the project has been completed and asked the Commission to accept the work as installed and authorize the filing of the Notice of Completion for the Gold Line Foothill Extension. Project photos were shared.

Upon consideration thereof, it was moved by Commissioner Preciado, seconded by Commissioner Kwong and unanimously carried (3-0), to accept the work and authorize the filing of the Notice of Completion for the Gold Line Foothill Extension. A roll call vote was then taken:

Yes: Kwong, Lima, Preciado
Noes: None
Motion Passed (3-0)

Commissioner Lima indicated that the motion was approved by a 3-0 vote

Item 10: Communications

- ◆ Mr. Teuber did not have any Communication matters to report.

Item 11: Approval of Financial Reports

- ◆ Ms. Malner noted the Balance Sheet, the Statement of Income & Expenses, and the Cash & Investment Portfolio Summary as provided and requested they be received and filed.

Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lima and unanimously carried (3-0), to receive and file the Balance Sheet ending March 31, 2021, the Statement of Income & Expenses as of quarter ending March 31, 2021, and Cash & Investment Portfolio Summary as of quarter ending March 31, 2021. A roll call vote was then taken:

Yes: Kwong, Lima, Preciado
Noes: None
Motion Passed (3-0)

Commissioner Lima indicated that the motion was approved by a 3-0 vote

Item 12: Approval of Proposed Budget for Fiscal Year 2021-22

- ◆ Mr. Teuber discussed the details of the proposed budget for Fiscal Year 2021-22, after which he requested approval of the proposed budget by the Commission.

Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Preciado and unanimously carried (3-0), to approve the budget for Fiscal Year 2021-22 as presented. A roll call vote was then taken:

Yes: Kwong, Lima, Preciado
Noes: None
Motion Passed (3-0)

Commissioner Lima indicated that the motion was approved by a 3-0 vote

Item 13: Three Valleys Municipal Water District

- ◆ TVMWD staff noted that there was no report.

Item 14: Administrative Report

- ◆ Mr. Teuber did not have any administrative matters to report at this time.

Item 15: Operations Report

- ◆ The Commission was provided with the Operations Report for the period of January through May 2021.

Item 16: Water Use Reports for January through April 2021

- ◆ The Commission was asked to receive and file the Water Usage Reports for January through April 2021, as presented.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Preciado and unanimously carried (3-0), to receive and file the Water Use Reports for January through April 2021. A roll call vote was then taken:

Yes: Kwong, Lima, Preciado

Noes: None
Motion Passed (3-0)

Commissioner Kwong indicated that the motion was approved by a 3-0 vote

Item 17: Commissioners Questions and Comments

- ◆ There were no Commissioner questions or comments at this time.

Item 18: Subjects for Discussion at Future Meetings

- ◆ There were no items requested for discussion at future meetings.

Item 19: Adjournment at 4:39 p.m.

Upon consideration thereof, it was moved by Commissioner Preciado, seconded by Commissioner Kwong and unanimously carried (3-0), to adjourn the Pomona-Walnut-Rowland Joint Waterline Commission meeting at 4:39 p.m.