

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

**October 24, 2019
At the Offices of the Walnut Valley Water District
Board Room**

PRESENT:

Commissioner Rubio Gonzalez
Commissioner Scarlett Kwong (4:03 p.m.)
Commissioner Tony Lima
Alternate Commissioner Edwin Hilden

STAFF PRESENT:

Brian Teuber, Administrative Officer
Carmen Fleming, Secretary

The meeting was called to order at 4:01 p.m. with Commission President Gonzalez presiding.

In attendance: Member agency representative Mr. Tom Coleman, and Mr. Dave Warren, of Rowland Water District; and Mr. Erik Hitchman, of Walnut Valley Water District; and Ms. Denise Jackman, Director at Three Valleys Municipal Water District; and Mr. Chris Diggs, of the City of Pomona.

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 June 13, 2019

- ◆ The Commission was asked to approve the meeting minutes for the previous Commission meeting held June 13, 2019.

Upon consideration thereof, it was moved by Alternate Commissioner Hilden, seconded by Commissioner Lima and carried (3-0), to approve the minutes of the June 13, 2019 meeting.

President Gonzalez indicated the motion was approved by a 3-0 vote

Item 6: Approval of Warrants and Charges Paid June through September 2019

- ◆ The Commission was provided a List of Warrants and Charges for June through September 2019.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Alternate Commissioner Hilden, and unanimously carried (3-0), to receive and file the Warrants and Charges for June through September 2019.

President Gonzalez indicated the motion was approved by a 3-0 vote

Item 7: Communications

- ◆ **ACWA Nomination Candidate Information** - Mr. Teuber presented the ACWA nominees letters of interest for the upcoming election. This was an informational report only, the Commission took no action.

Item 8: Approval of Financial Reports

- ◆ Mr. Teuber noted the Treasurer's Reports, 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, to receive and file the Treasurer's Reports for June 2019 through September 2019, and the Statement of Income & Expenses and Cash & Investment Portfolio Summary for Quarter Ending September 30, 2019.

President Gonzalez indicated the motion was approved by a 3-0 vote

Item 9: Audit Planning Letter

- ◆ The Commission was asked to receive and file the Audit Planning Engagement Letter to initiate the audit process.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Kwong, and unanimously carried (3-0), to receive and file the Audit Planning Engagement Letter with White Diehl Evans LLP.

President Gonzalez indicated the motion was approved by a 3-0 vote

Item 10: Consider Adoption of Resolution No. 104 – Change in Authorized Signatures for LAIF General Fund Account

- ◆ Mr. Teuber requested the Commissioners consider adoption of the amendments to Resolution No. 103, authorizing the Commission to update the Local Agency Investment Fund (LAIF) signature card.

Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lima and unanimously carried (3-0), to approve and adopt Resolution No. 104, amending Resolution No. 103, to update the Local Agency Investment Fund (LAIF) signature card.

A roll call vote was then taken:

Yes: Gonzalez, Kwong, Lima

Noes: None

Motion: Passed (3-0)

President Gonzalez indicated the motion was approved by a 3-0 roll call vote

Three Valleys Municipal Water District

- ◆ Staff reported on the Three Valley's Board meeting activities.

Item 11: Administrative Report

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

Item 12: Operations Report

- ◆ The Commission was provided with the Operations Report for the period of June 2019 through September 2019. As this is an informational report only, the Commission took no action.

Item 13: Water Use Reports for May through September 2019

- ◆ Mr. Teuber asked the Commission to receive and file the Water Usage Reports for May through September 2019, as presented.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Kwong and unanimously carried (3-0), to receive and file the Water Use Reports for May through September 2019.

President Gonzalez indicated the motion was approved by a 3-0 vote

Item 14: 2019 Calendar/Meeting Schedule

- ◆ The Commission was asked to adopt the 2020 calendar year P-W-R Joint Water Line Commission meeting schedule, with the scheduled dates as follows:
 - Thursday, February 13, 2020, at 4:00 p.m.
 - Thursday, June 11, 2020, at 4:00 p.m.
 - Thursday, October 8, 2020, at 4:00 p.m.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Kwong, and unanimously carried (3-0), to adopt the 2020 P-W-R Joint Water Line Commission calendar.

President Gonzalez indicated the motion was approved by a 3-0 vote

Item 15: Commissioner's Questions and Comments

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

Item 16: Subjects for Discussion at Future Meetings

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

Item 17: Adjournment at 4:23 p.m.

With no further items for discussion, it was moved by Commissioner Lima, seconded by Commissioner Kwong, and unanimously carried (3-0), to adjourn the Pomona-Walnut-Rowland Joint Waterline Commission meeting at 4:23 p.m.

President Gonzalez indicated the motion was approved by a 3-0 vote