

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

**February 15, 2018
At the Offices of the Walnut Valley Water District
Board Room**

PRESENT:

Commissioner Ginna Escobar
Commissioner Tony Lima
Alternate Commissioner Edwin Hilden

STAFF PRESENT:

Erik Hitchman, Administrative Officer
Sean Henry, Treasurer
Carmen Fleming, Secretary

ABSENT:

Alternate Commissioner Teresa Rios
Alternate Commissioner Rubio Gonzalez
Commissioner Scarlett Kwong

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

In attendance: Member agency representative Mr. Tom Coleman, and Mr. Dave Warren, of Rowland Water District; Mr. Michael Holmes, and Mr. Brian Teuber of the Walnut Valley Water District; and Mr. Darron Poulsen, of the City of Pomona; Mr. Dan Horan, Board Member of 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: Rotation of Officers – 2018 Calendar Year

- ◆ The Commission was asked to approve the rotation of officers for the 2018 calendar year in accordance with the Joint Water Line's Bylaws, as follows:
 1. Vice President Tony Lima assumes the position of President;
 2. Commissioner Ginna Escobar assumes the position of Vice President, and
 3. President Scarlett Kwong assumes the position of Commissioner.

Upon consideration thereof, it was moved by Commissioner Escobar, seconded by Alternate Commissioner Hilden and unanimously carried (3-0), to approve the rotation of officers for the 2018 calendar year as follows: President Tony Lima, Vice President Ginna Escobar, and Commissioner Scarlett Kwong.

Item 6: Approval of Minutes for Meeting Held October 19, 2017

- ◆ The Commission was asked to approve the meeting minutes for the previous Commission meeting held October 19, 2017.

Upon consideration thereof, it was moved by Commissioner Escobar, seconded by Alternate Commissioner Hilden and carried (3-0), to approve the minutes of the October 19, 2017 meeting.

Item 7: Approval of Warrants and Charges Paid October 2017 through January 2018

- ◆ The Commission was provided with a List of Warrants and Charges for October 2017 through January 2018.

Upon consideration thereof, it was moved by Commissioner Escobar, seconded by Alternate Commissioner Hilden and carried (3-0), to receive and file the Warrants and Charges for October 2017 through January 2018.

Item 8: Communications

- ◆ Mr. Hitchman did not have any communication matters to report at this time.

Item 9: Approval of Financial Reports

- ◆ Mr. Henry 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 Escobar, seconded by Alternate Commissioner Hilden and unanimously carried (3-0), to receive and file the Treasurer's Reports for October 2017 through January 2018.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Escobar and unanimously carried (3-0), to receive and file the Statement of Income & Expenses as of quarter ending December 31, 2017.

Upon consideration thereof, it was moved by Commissioner Escobar, seconded by Alternate Commissioner Hilden and unanimously carried (3-0), to receive and file the Cash & Investment Portfolio Summary as of quarter ending December 31, 2017.

Item 10: Three Valleys Municipal Water District

- ◆ Mr. Hitchman and staff reported on Three Valley's Board meeting activities.

Item 11: Administrative Report

- ◆ Mr. Hitchman 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 October 2016 through January 2017. As this is an informational report only, the Commission took no action.
- ◆ Mr. Hitchman stated that the Miramar Water Treatment Plant was reinstated on December 12, 2017. A meeting was held on January 9, 2018 with Three Valleys Municipal Water District to review the nitrification issues that both Rowland and Walnut Valley Water Districts were experiencing in their respective systems. Mr. Hitchman also reported that staff will hold a meeting regarding the Joint Water Line regarding a flow control project at the Fulton Reservoir.

Item 13: Water Use Reports for October 2017 through January 2018

- ◆ Mr. Henry asked the Commission to receive and file the Water Usage Reports for October 2017 through January 2018, as presented.

Upon consideration thereof, it was moved by Commissioner Escobar, seconded by Alternate Commissioner Hilden and unanimously carried (3-0), to receive and file the Water Use Reports for October 2017 through January 2018.

Item 14: Commissioners Questions and Comments

- ◆ There was no public comment at this time.

Item 15: Subjects for Discussion at Future Meetings

- ◆ Mr. Hitchman stated that due to the Puente Basin Water Agency's; Pomona Basin project, an easement is required from Golden State Water Company to transfer capacity. Per the Commissions capacity transfer policy, City of Pomona has the first right-of-refusal. All transfers must come to the Commission for approval.

Item 16: Adjournment at 4:24 p.m.

With no further items for discussion, it was moved by Alternate Commissioner Hilden, seconded by Commissioner Escobar and unanimously carried (3-0), to adjourn the Pomona-Walnut-Rowland Joint Waterline Commission meeting at 4:24 p.m.