

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

**June 21, 2018  
At the Offices of the Walnut Valley Water District  
Engineering Conference Room**

**PRESENT:**

Commissioner Tony Lima  
Commissioner Scarlett Kwong  
Alternate Commissioner Ed Hilden  
Alternate Commissioner Teresa Rios  
Alternate Commissioner Rubio Gonzalez

**STAFF PRESENT:**

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

**ABSENT:**

Commissioner Ginna Escobar

The meeting was called to order at 4:02 p.m. with Commissioner Lima presiding.

In attendance: Member agency representative Mr. Tom Coleman, and Mr. Dave Warren, of Rowland Water District; and Mr. Brian Teuber, and Mr. Josh Byerrum of Walnut Valley Water District; and Mr. Darron Poulsen, of the City of Pomona; and Mr. Matthew Litchfield, 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: Approval of Minutes for Meeting Held February 15, 2018**

- ◆ The Commission was asked to approve the meeting minutes for the previous Commission meeting held February 15, 2018.

***Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lima and carried (3-0), to approve the minutes of the February 15, 2018.***

**Item 6: Approval of Warrants and Charges Paid February through May 2018**

- ◆ The Commission was provided with a List of Warrants and Charges for February through May 2018.

***Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Alternate Commissioner Gonzalez and carried (3-0), to receive and file the Warrants and Charges for February through May 2018.***

**Item 7: Communications**

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

**Item 8: 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 Lima, seconded by Commissioner Kwong and unanimously carried (3-0), to receive and file the Treasurer's Reports for February through May 2018, the Statement of Income & Expenses as of quarter ending March 31, 2018, and Cash & Investment Portfolio Summary as of quarter ending March 31, 2018.***

**Item 9: Approval of Proposed Budget for Fiscal Year 2018-19**

- ◆ Mr. Hitchman discussed the details of the proposed budget for Fiscal Year 2018-19, after which he requested approval of the proposed budget by the Commission.

***Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lima and unanimously carried (3-0), to approve the budget for Fiscal Year 2018-19 as presented.***

**Item 10: Approval of Capacity Charges**

- ◆ Mr. Hitchman reported and requested the Commissioners approve two Capacity Transfer requests:

Capacity Transfer (cfs)	From	To
3.0	Walnut Valley Water District	Golden State Water Company
3.0	Rowland Water District	Golden State Water Company

***Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lima and unanimously carried (3-0), to approve the budget for Fiscal Year 2018-19 as presented.***

**Item 11: Three Valleys Municipal Water District**

- ◆ Mr. Hitchman and members of TVMWD spoke on Three Valley's Board meeting activities.

**Item 12: Administrative Report**

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

**Item 13: Operations Report**

- ◆ The Commission was provided with the Operations Report for the period of February through May 2018.

**Item 14: Water Use Reports for February through May 2018**

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

***Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Commissioner Lima and unanimously carried (3-0), to receive and file the Water Use Reports for February through May 2018.***

**Item 15: Commissioners 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 4:26 p.m.**

***Upon consideration thereof, it was moved by Commissioner Kwong, seconded by Alternate Commissioner Gonzalez and unanimously carried (3-0), with no further items for discussion the Pomona-Walnut-Rowland Joint Waterline Commission meeting adjourned at 4:26 p.m.***