

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

June 11, 2020

Meeting conducted via Webex at:

https://wwwd.webex.com/join/board_room

PRESENT:

Commissioner Scarlett Kwong
Commissioner Tony Lima
Alternate Commissioner Victor Preciado

STAFF PRESENT:

Brian Teuber, Administrative Officer
Tom Coleman, Treasurer
Carmen Fleming, Secretary

ABSENT:

Commissioner Rubio Gonzalez

The meeting was called to order at 4:17 p.m. with Commission Kwong presiding.

In attendance: Member agency representative Mr. Dave Warren, of Rowland Water District; and Ms. Sherry Shaw, Mr. Erik Hitchman, and Mr. Josh Byerrum of Walnut Valley Water District; and Mr. Chris Diggs, of City of Pomona; and Mr. Carlos Goytia, 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 13, 2020

- ◆ The Commission was asked to approve the meeting minutes for the previous Commission meeting held February 13, 2020.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Preciado and carried (3-0), to approve the minutes of the February 13, 2020. 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 roll call vote

Item 6: Approval of Warrants and Charges Paid February 2020 through April 2020

- ◆ The Commission was provided with a List of Warrants and Charges for February through April 2020.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Preciado and carried (3-0), to receive and file the Warrants and Charges for February through April 2020. 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 7: Consider Approval of Audit Services

- ◆ The Commission was asked to authorize the Administrative Officer to execute the contract with Fedak & Brown for \$5,884 a year to perform the annual audit and for preparation of the annual State Financial Transactions report.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Preciado and carried (3-0), to authorize the Administrative Officer to execute the contract with Fedak & Brown for \$5,884 a year to perform the annual audit and

for preparation of the annual State Financial Transactions report. 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 8: Communications

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

Item 9: Approval of Financial Reports

- ◆ Mr. Coleman 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 Lima, seconded by Commissioner Preciado and unanimously carried (3-0), to receive and file the Balance Sheet ending March 31, 2020, the Statement of Income & Expenses as of quarter ending March 31, 2020, and Cash & Investment Portfolio Summary as of quarter ending March 31, 2020. 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 10: Approval of Proposed Budget for Fiscal Year 2020-21

- ◆ Mr. Teuber discussed the details of the proposed budget for Fiscal Year 2020-21, after which he requested approval of the proposed budget by the Commission.

Upon consideration thereof, it was moved by Commissioner Lima, seconded by Commissioner Preciado and unanimously carried (3-0), to approve the budget for Fiscal Year 2020-21 as presented. 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 11: Three Valleys Municipal Water District

- ◆ Mr. Teuber and staff spoke on Three Valley's Board meeting activities and an upcoming special meeting.

Item 12: Administrative Report

- ◆ Mr. Teuber 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 2020.
- ◆ Ms. Shaw reported on the design of the twenty-foot extension newly required for the Gold Line.

Item 14: Water Use Reports for January through April 2020

- ◆ The Commission was asked to receive and file the Water Usage Reports for January through April 2020, 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 2020. 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 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 5:01 p.m.

With no further items for discussion, the Pomona-Walnut-Rowland Joint Waterline Commission meeting adjourned at 5:01 p.m.