

**San Gabriel County Water District  
Regular Meeting of the Board of Directors**

**March 24, 2020**

**4:00 P.M**

**VIA TELECONFERENCE**

**Or the most rapid means of communication available at the time.**

**(866) 691-4340 Access Code # 6372794244**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

- 2. Roll Call**
- |                           |       |
|---------------------------|-------|
| <b>Director Taylor</b>    | _____ |
| <b>Director Chan</b>      | _____ |
| <b>Director Cammarano</b> | _____ |
| <b>Director Cici</b>      | _____ |
| <b>Director DeLaTorre</b> | _____ |

**3. Additions, Re-order and Adoption of the Agenda:**

**Motion:**

**Second:**

**Action:**

**4. Public Comment on Agenda and Non-Agenda items**

**Anyone wishing to discuss items on and not on the agenda may do so at this time**

**5. Minutes of a Regular Meeting of the Board of Directors held March 10, 2020**

**Motion:**

**Second:**

**Action:**

**6. List of Demands on the General Account**

**a. Revolving/Payroll Account Reimbursement**

**Motion:**

**Second:**

**Action:**

**7. District Counsel**

**8. Action Items**

**a. Consideration and Action on voting for LAFCO Representative**

**Motion:  
Second:  
Action:**

**b. Approve to open an account for funds withheld from the City of San Gabriel to reimburse customers.**

**Motion:  
Second:  
Action:**

**9. Miscellaneous Information Items**

**a. Receive and File: February 2020 Banking and Investment Report**

**10. General Manager Report**

**11. Future Agenda Items**

**12. Director Comments**

**13. Adjournment:**

**Motion:  
Second:  
Action:**

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 8366 Grand Ave., Rosemead, CA 91770.

If you have special needs because of a disability which make it difficult for you to access or participate in the meeting, please contact the District Finance & Administration Manager, (626) 287-0341, by at least noon on the Monday preceding the meeting. The District will attempt to make arrangements to accommodate your attendance.

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
SAN GABRIEL COUNTY WATER DISTRICT  
HELD ON MARCH 10, 2020**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, March 10, 2020, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, and DeLaTorre; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona; and District Counsel Colin O'Neill were present.
- AGENDA** Upon motion by Director DeLaTorre, and seconded by Director Cammarano, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on March 10, 2020.
- PUBLIC COMMENT** Upper San Gabriel Valley Municipal Water District Director Chavez was present and advised of his District's attention to the present coronavirus health concerns. Director Chavez informed that Upper District had cancelled a planned workshop event, and that Metropolitan Municipal Water District had cancelled its upcoming Bay Delta Tour in light of developments. Additionally, Director Chavez provided an update on the effort to recruit a new Executive Director for the WQA to replace the outgoing Ken Manning.
- MINUTES** Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously, 4 – 0, to approve the minutes of the regular meeting of the Board of Directors held on February 25, 2020.
- DEMANDS** Upon motion by Director Chan, and seconded by Director DeLaTorre, the Board voted unanimously, 4 – 0, to approve the payment of check numbers 20620 through 20669 from the General Account in the aggregate amount of \$416,360.48, and the Electronic Funds Transfer in the amount of \$22,197.44, from the General Account for Revolving Account reimbursement, including check numbers 12074 through 12099, for the February, 2020 invoices.
- DISTRICT COUNSEL** District counsel reported regarding the status of the withholding of tax pass-through payments to the City of San Gabriel.
- ACTION** N/A
- INFORMATION** The February 2020 Water Well Report was received and filed.
- GENERAL MANAGER COMMENTS** The General Manager reported that staff has been considering possible locations for installation of Hydrant Guards, adding that it would possible included in the next year's budget.

The General Manager informed that a tour of the Emergency Operations Center would be conducted before the next scheduled Board meeting.

The General Manager reported that ACWA/JPIA had recently conducted an inspection of District Facilities and were pleased with how the District was performing.

The General Manager reported that the District's auditors would be visiting in the next week.

**FUTURE  
AGENDA  
ITEMS**

Action item to open a discrete bank account for funds withheld from the City San Gabriel to reimburse customers.

**DIRECTOR  
COMMENTS**

President Taylor offered literature and shared that the Groundwater Festival was to occur on May 9. Additionally, President Taylor advised that the Watershed Restoration Program would be on April 18.

Director Chan expressed his disappointment that the Metropolitan Municipal Water District's tour of the Bay Delta had been cancelled, adding that he did not believe the coronavirus concern warranted such a measure.

Director Chan also provided staff with promotional material from a vehicle maintenance vendor.

**CLOSED SESSION**

Conference with Legal Counsel – Potential Litigation – Govt code 54965.9(2) – One Item.

**REPORT OUT OF  
CLOSED SESSION**

District Counsel reported that the Board had taken action in closed session to pay the insurance subrogation claim presented by State Farm Insurance in the matter of their insured, Annie Vellpradit, in the amount of \$1,831.31, without admitting culpability, and contingent on written assurance that such settlement will not affect the District's standing or rating with its carrier, ACWA/JPIA.

**ADJOURNMENT**

Upon motion by Director Taylor, and seconded by Director Cammarano., the Board voted unanimously, 4 – 0, to adjourn the meeting.

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President

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Secretary

[SEAL]

**EFT-From the General Account for the Revolving Reimbursement**

	<b>Date Paid</b>	<b>Amount Paid</b>
Payroll	3/4/2020	\$ 64,632.85
Board of Director's Payroll	3/10/2020	\$ 338.25
Payroll	3/18/2020	\$ 64,144.78
	<b>Total Amount to be Reimbursed:</b>	<b>\$ 129,115.88</b>

Lagerlof Senecal  
Gosney & Kruse, LLP

RECEIVED


JAN 10 2020

301 NORTH LAKE AVENUE, 10TH FLOOR  
PASADENA, CALIFORNIA 91101  
PHONE: (626) 793-9400 ! FAX (626) 793-5900

SAN JUAN  
COUNTY WATER DISTRICT

William F. Kruse  
E-MAIL: WFKRUSE@lagerlof.com

TO: PRESIDING OFFICER OF EACH INDEPENDENT SPECIAL DISTRICT IN  
LOS ANGELES COUNTY

FROM: WILLIAM F. KRUSE 

RE: **CORRECTED BALLOT; SPECIAL DISTRICT LAFCO REPRESENTATIVE**

DATE : JANUARY 7, 2020

The ballot previously sent to you misidentified one of the candidates for election to the Commission. Please disregard and destroy the prior ballot. The other materials previously sent to you are correct.

Please vote for ONE candidate. The marked ballots should be placed in the envelope marked "Ballot Envelope." Please write the name of your agency and sign your name on the outside of the ballot envelope and return the completed ballots by mail to:

**William F. Kruse, Esq.**  
**Lagerlof, Senecal, Gosney & Kruse, LLP**  
**301 N. Lake Avenue, 10th Floor**  
**Pasadena, CA 91101-5123.**

**No ballot will be counted if it is missing the name of the voting agency and the signature of the Presiding Officer on the ballot envelope.**

The candidate receiving the highest number of votes will be declared the special district representative to LAFCO.

**Ballots must be returned by 5:00 p.m. on April 16, 2020.**

WFK/jlb  
Enclosures

cc: Paul Novak, w/enc.

# BALLOT

## SPECIAL DISTRICT LAFCO REPRESENTATIVE

**Please vote for no more than one candidate.**

**DONALD L. DEAR**

Occupation: Water District Director

Sponsor: West Basin Municipal Water District

**SHARON RAGHAVACHARY**

Occupation: Water District Director

Sponsor: Crescenta Valley Water District

NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT ~~REPRESENTATIVE~~  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: West Basin Municipal Water District

Date: October 28, 2019

Name of Candidate: Donald L. Dear

West Basin Municipal Water District

\_\_\_\_\_ is pleased to nominate  
Donald L. Dear \_\_\_\_\_ as a candidate for appointment as special  
district **REPRESENTATIVE** to the Los Angeles Local Agency Formation Commission. The  
nominee is an elected official or a member of the board of an independent special district appointed  
for a fixed term. For your consideration, we submit the following additional information together  
with a resume of the candidate's qualifications.

Elective office: Division 5 Director

Agency: West Basin Municipal Water District

Type of Agency: Water Wholesaler

Term Expires: December 2020

Residence Address: 15433 Catalina Ave, Gardena, CA 90247

Telephone: (310) 704-0881

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

West Basin Municipal Water District

(Name of Agency)

By: Patrick Sheilds *Patrick Sheilds* 10/31/19  
Its: General Manager





## Donald L. Dear

Immediate Past President, West Basin Municipal Water District Board of Directors  
Division V



Donald L. Dear was elected to the West Basin Municipal Water District (West Basin) Board of Directors in November 2000. He is currently serving his fifth term after being re-elected in November 2016. He represents the Division V cities of Gardena, Hawthorne, Lawndale and the unincorporated Los Angeles County area of El Camino Village.

Director Dear came to the Board with a vast array of experience in public service, serving on the Gardena City Council from 1970 to 1974 and again from 1978 to 1982, as well as serving as the Gardena mayor for nine consecutive terms from 1982 to 2001. He retired with 27 years of total service to the City of Gardena. Director Dear is currently serving as Immediate Past President of the Board and Chair of the Ethics Committee. He previously served as one of two West Basin representatives on the board of directors of the Metropolitan Water District of Southern California from 2013 to 2018.

In 2004, 2008, 2012 and again in 2016, he was elected as one of the representatives for the Los Angeles County Independent Special Districts on the Local Agency Formation Commission, of which he currently serves as First Vice President. In October 2011, the West Basin Board paid tribute to Dear's distinguished public service by naming their Carson Headquarters the Donald L. Dear Building.

Director Dear's years of experience have given him a deep first-hand understanding of the roles, responsibilities and challenges facing local governmental institutions. He served for 24 years as a Trustee of the Greater Los Angeles Vector Control District, and for 19 years on the Board of Directors for the Los Angeles County Sanitation District No. 5. He also served as President of the South Bay Cities Association (now known as South Bay Cities Council of Governments), on the Board of Directors of the Southern California Cities Joint Powers Consortium and is a member of the Sierra Club.

As a former teacher at Stephen White Middle School in Carson for 38 years, he is well known and widely respected by his former students, colleagues and members of the community. In 1983 he was "Teacher of the Year" for Region A of the Los Angeles Unified School District. Dear's professional affiliations include his service as a member of the National Council for Social Studies, board member of the Political Action Council of Educators, and six terms of service as a member of the House of Representatives of the United Teachers of Los Angeles (UTLA). His civic affiliations include the Association for Retarded Citizens – South Bay, El Nido Services, Gardena Elks, Gardena High School Booster Club, Gardena Jaycees, Gardena Valley Cultural Arts Corporation, Gardena Valley Friends of the Library, Gardena Valley Music Association, Gardena Valley Red Cross, Gardena-Carson Family YMCA, Hollypark and Gardena Valley Lions Club, Kiwanis Club of Gardena Valley, Serra High School Advisory Board, and the University of Southern California San Pedro Peninsula Trojan Club.

Director Dear has also distinguished himself through his outstanding work with youth, not only as a noteworthy educator, but also for his 30 years of unselfish dedication as a coach for more than 70 teams in three sports through the Gardena Recreation Department Youth Sports Leagues.

NOMINATION  
OF  
INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE  
TO THE  
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee  
From: President James P. Bodnar and Member of the Board of Directors  
Date: December 3, 2019

Name of Candidate: Sharon Raghavachary  
The Board of Directors of the Crescenta Valley Water District is pleased to nominate  
Sharon Raghavachary as a candidate for appointment as special  
district **REPRESENTATIVE** to the Los Angeles Local Agency Formation Commission. The  
nominee is an elected official or a member of the board of an independent special district appointed  
for a fixed term. For your consideration, we submit the following additional information together  
with a resume of the candidate's qualifications.

Elective office: Director of Board of Directors of  
Agency: Crescenta Valley Water District

Type of Agency: Water and Sewer District

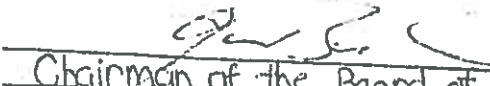
Term Expires: December 2020

Residence Address: 2209 Maurice Ave.  
La Crescenta, CA 91214

Telephone: 818 541-9071

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Crescenta Valley Water District  
(Name of Agency)

By:   
Its: Chairman of the Board of Directors



## Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214  
Phone (818) 248-3925 Fax (818) 248-1659

**Directors**  
Judy L. Tejada  
James D. Bodnar  
Kerry D. Erickson  
Kenneth R. Putnam  
Sharon Raghavachary

**Officers**  
Nemesiano Ochoa, P.E.  
*General Manager*  
James Lee  
*Director of Finance & Administration*

Director Raghavachary has been active in the La Crescenta Community for 20 years and has a background in accounting and computer systems.

Ms. Raghavachary is a founder of the Crescenta Valley Community Association. She served for seven years on the Crescenta Valley Town Council, during which time she was co-chair of the Foothill Design Committee, that wrote design standards for Foothill Boulevard, and was a member of Supervisor Antonovich's Library Committee. She also served as Council Vice President and Land Use Committee Chair.

Additionally, Director Raghavachary served three years on the Parent Advisory Council for Children's Hospital Los Angeles, providing input for the new hospital tower. She has been a volunteer for the Los Angeles County Sheriff's Department and Treasurer of the Crescenta Valley Arts Council, as well as a Girl Scout troop leader for ten years, and for over five years she wrote a featured column for the Glendale New Press and the Crescenta Valley Weekly. She is currently serving her second year on the Clark Magnet High School's School Site Council.

Ms. Raghavachary has teenage twins, a boy and a girl, who attend Clark Magnet and Crescenta Valley High Schools.



**SAN GABRIEL COUNTY WATER DISTRICT**  
**BANKING & INVESTMENT REPORT**  
*February 2020*

<b>Cash &amp; Investments</b>	
LAIF Investment	\$ 11,225,336
<i>LAIF Interest Rate</i>	<i>1.91%</i>
Time-Value Investment	\$ 1,571,057
Citizens Bank - General	\$ 2,964,991
Citizens Bank - Revolving	\$ 177,357
Citizens-Bank - Safety Lunches	\$ 20,271
Xpress Bill Pay Holding (Online)	<u>\$ 47,232</u>
Citizens Bank - General/Revolving & Other	\$ 3,209,851

*\*I hereby certify that the forgoing is true and correct and in accordance with the District's Investment Policy.*

Date: 2/25/2020

\_\_\_\_\_  
 Treasurer

	<u>Feb-19</u>	<u>YTD Feb-19</u>	<u>Feb-20</u>	<u>YTD Feb-20</u>
<i>Cash Receipts</i>	\$ 733,651	\$ 1,467,969	\$ 781,674	\$ 1,604,057
<i>Disbursements</i>	\$ 758,107	\$ 1,201,307	\$ 342,914	\$ 841,224
<i>Water Sales</i>	\$ 716,714	\$ 1,380,861	\$ 749,205	\$ 1,469,875
		<i>Meter Charges</i>	\$ 272,468	
		<i>Water Charges</i>	<u>\$ 476,737</u>	
		<i>Total</i>	\$ 749,205	