



**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT**

4843 S. Church Street
Pico Rivera, California, 90660

5:30 PM Wednesday, March 2, 2022

AGENDA

Pursuant to the provisions of Government Code Section 54953(e), as amended by AB 361, any Board member and any member of the public who desires to participate in the open session items of this meeting may do so by accessing the Zoom link below to join by webcam or teleconference.

Any member of the public wishing to make any comments to the Board may do so through that Zoom link. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. Members of the public wishing to make a comment are asked to state their name for the record and will be provided three (3) minutes to comment, the Board secretary will alert those commenting when they only have 30 seconds remaining. All members of the public will be disconnected from the Zoom link immediately before the Board of Directors adjourns into Closed Session.

Join Zoom Meeting

<https://us06web.zoom.us/j/9521779948?pwd=dGNxcXh3YitEc2NlVVdrUzVvNm4rZz09>

Join by Telephone: +1 669 900 6833

Meeting ID: 952 177 9948 Passcode: **421745**

1. **ROLL CALL.**
2. **PLEDGE OF ALLEGIENCE.**

3. INVOCATION.

4. TIME RESERVED FOR PUBLIC COMMENTS.

*Members of the public shall be allowed three minutes to address the Board on any matter on the agenda and/or within the jurisdiction of the District, which is not on the Agenda. All comments should be addressed to the presiding officer of the meeting. Additional public comments shall be allowed when a listed agenda item is being considered, but such comments made at that time must be confined to the subject that is being discussed at the time such comments are made. Members of the public are asked to state their name for the record. Due to all Board Meetings being run as Zoom Meetings all participants will be placed on mute at the start of the meeting and when the meeting is open for public comment the participant will be asked to raise their hand through the button on the video conference screen if participating by video conference or by pressing *9 on their phone if participating by teleconference.*

5. ADOPTION OF AGENDA.

6. APPROVAL OF CONSENT CALENDAR.

(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

- A. Consider February 16, 2022 Regular Board Meeting Minutes.
- B. Consider January 2022 Financial Statement.

7. ACTION/DISCUSSION ITEMS.

- A. Consider Approval of Resolution No. 225-R proclaiming a state of emergency persists, re-ratifying the proclamation of a state of emergency by Governor Gavin Newsom, and authorizing continued remote teleconference meetings. *Recommended action – that the Board approve Resolution No. 225-R proclaiming a state of emergency persists and ratifying the proclamation of a state of emergency by Governor Gavin Newsom.*
- B. Consider Change Order Request by AKM Consulting Engineers for Additional Design and Grant Work Needed. *Recommended action – that the Board approve request by AKM Consulting for additional design and grant work.*

- C. Consider Proposal from AKM Consulting Engineers for Project Management, Construction Management and Inspection Services for the PFAS Treatment Facilities (Wells 5A, 8 and 11). *Recommended action – that the Board approve proposal from AKM Consulting.*

8. REPORTS.

- A. General Manager.
- B. Legal Counsel.

9. DIRECTOR’S REQUEST OF FUTURE AGENDA ITEMS.

10. BOARD MEMBER COMMENTS.

- A. Report on Meetings Attended/Comments.

11. ADJOURNMENT.

AGENDA POSTED ON: February 25, 2022

Next regularly scheduled meeting: March 16, 2022

***NOTE:** To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Board meeting, please contact the District office at (562) 692-3756 at least 48 hours prior to a Board meeting to inform the District of your needs and to determine if accommodation is feasible.*

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 4843 S. Church Street, Pico Rivera, California.

CONSENT ITEMS

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

5:30 P.M. Wednesday, March 2, 2022

AGENDA

6. APPROVAL OF CONSENT CALENDAR.

(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

- A. Consider February 16, 2022 Regular Board Meeting Minutes.
- B. Consider January 2022 Financial Statement.



MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE PICO WATER DISTRICT

A regular meeting of the Board of Directors of the Pico Water District was held in the District's Boardroom located at 4843 South Church Street, Pico Rivera, California, on Wednesday, February 16, 2022 at 5:32 p.m.

The District's Secretary/General Manager, Mr. Mark J. Grajeda proceeded with the roll call of the attending Board members. Present from the beginning of the meeting were President Pete Ramirez. Director Robert Martinez, Director David Gonzales, Director Victor Caballero and Vice President Raymond Rodriguez participated telephonically, in adherence to social distancing. Mr. Jim Ciampa, Legal Counsel for the District and Shawn Harkness from CV Strategies participated electronically.

Vice President Rodriguez led everyone in the Pledge of Allegiance.

Director Caballero gave the invocation.

President Ramirez proceeded to the next item on the Agenda, Public Comments. There were none.

President Ramirez proceeded to the adoption of the Agenda. Vice President Rodriguez made the motion to approve the agenda and Director Gonzales seconded the motion. The General Manager announced the motion passed by a roll-call vote, 5 – 0.

President Ramirez proceeded to the next item on the Agenda, approval of Consent Calendar. Director Gonzales made the motion to approve and Vice President Rodriguez seconded the motion. The General Manager announced the motion passed by roll-call vote, 5 – 0.

President Ramirez proceeded to the next item on the Agenda, consider Approval of the General Manager Job Description, Salary Range, and Job Announcement. The General Manager informed the Board that Shawn Harkness with CV Strategies was joining the meeting as he is working on the job announcement flyer. He also reviewed the exhibits attached to the staff report for clarification. After a brief discussion, Director Martinez made the motion to approve the Exhibit B General Manager Job Description and Salary Range and Vice President Rodriguez seconded the motion. The General Manager announced the motion passed by roll-call vote 5 – 0. Mr. Harkness reviewed with the Board the draft job announcement flyer and their goal in presenting information to qualified candidates. After a brief discussion direction was given to the

General Manager and CV Strategies for moving forward with the job announcement flyer along with a timeline of 30 days for an application period.

President Ramirez proceeded to the next item on the Agenda, consider Proposal from Dominguez General Engineering to Install a Wastewater Discharge Line for Well #8. The General Manager reminded the Board that when this job was originally bid the proposals came back well over the engineer's estimate of \$41,000.00. The District rejected those bids and rebid the work as optional in the bids for the PFAS Treatment site work and those bids came back well over \$100,000 each. Since then, we have removed the discharge line option from the Well #8 treatment facility work. Staff is requesting that the discharge line work be sole-sourced to Dominguez General Engineering who has been a trusted contractor with the District for many years, have responded to many after-hours emergency jobs, and are capable of performing the work at a cost of \$66,500. After a lengthy discussion Vice President Rodriguez made the motion to sole-source and approve the proposal from Dominguez Engineering in the amount of \$66,500.00 and Director Caballero seconded the motion. The General Manager announced that the motion passed by roll-call vote 4-1, with Director Martinez voting "no".

President Ramirez proceeded to the next item on the Agenda, consider Approval of Resolution 224-R a Resolution Recognizing Director Robert J. Noonan of the Orchard Dale Water District. The General Manager informed the Board that Director Noonan had passed away and felt it appropriate to honor him and his service as he was a friend of the Pico Water District Board and worked closely with the District. Board members expressed their appreciation. Director Gonzales made the motion to approve and Director Martinez seconded the motion. The General Manager announced that the motion passed by a vote of 5 – 0.

President Ramirez proceeded to the next item on the Agenda, General Manager Report. The General Manager stated the new main in Durfee is fully operational and a final job walk will be scheduled soon; RC Foster has submitted all paperwork for the PFAS Treatment Facility on-site work, we are awaiting a start date and work schedule and will issue a Notice to Proceed shortly; Staff has completed the prep work at Well #8 for the discharge line and General Pump has been working on finalizing pump work and the well should be up and running shortly; District staff submitted request for payment of COVID-19 money for past-due accounts from March 4, 2020 through June 15, 2021 and received \$24,179.22 in funds; District office will be closed Friday February 18 and Monday February 21, 2022.

President Ramirez proceeded to the next item on the Agenda, Legal Counsel Report. Legal Counsel stated February 18, 2022 is the deadline for submittal of bills by the legislature.

President Ramirez proceeded to the next item on the Agenda, Informational Items.

President Ramirez proceeded to the next item on the Agenda, Director's Request of Future Agenda Items. There were none.

President Ramirez proceeded to the next item on the Agenda, Board Member Comments. There were none.

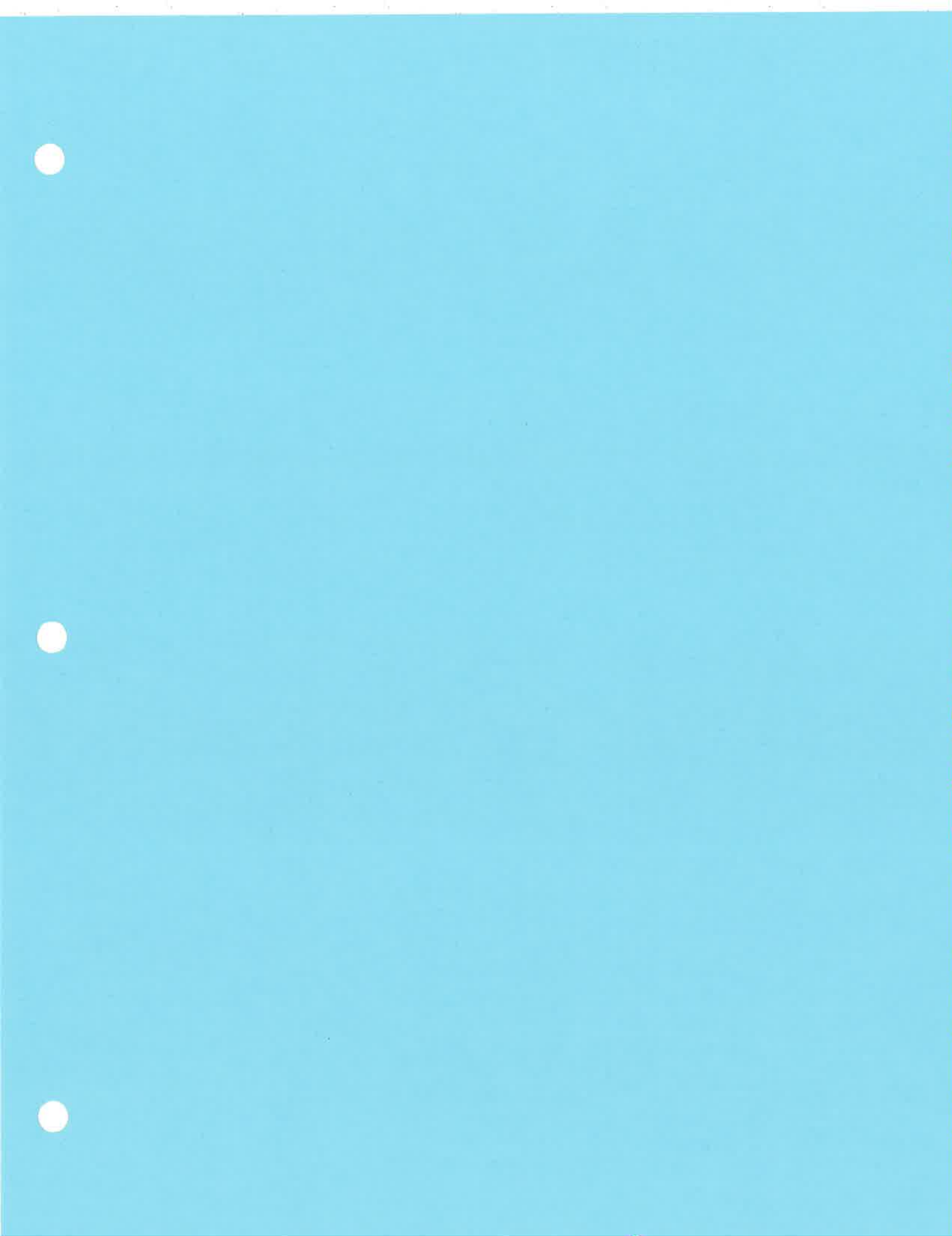
There being no further business to come before the Board, the Board meeting adjourned at 6:38 p.m.

Elpidio Ramirez, President

Attest:

Mark J. Grajeda, Secretary

(Seal)



PICO WATER DISTRICT

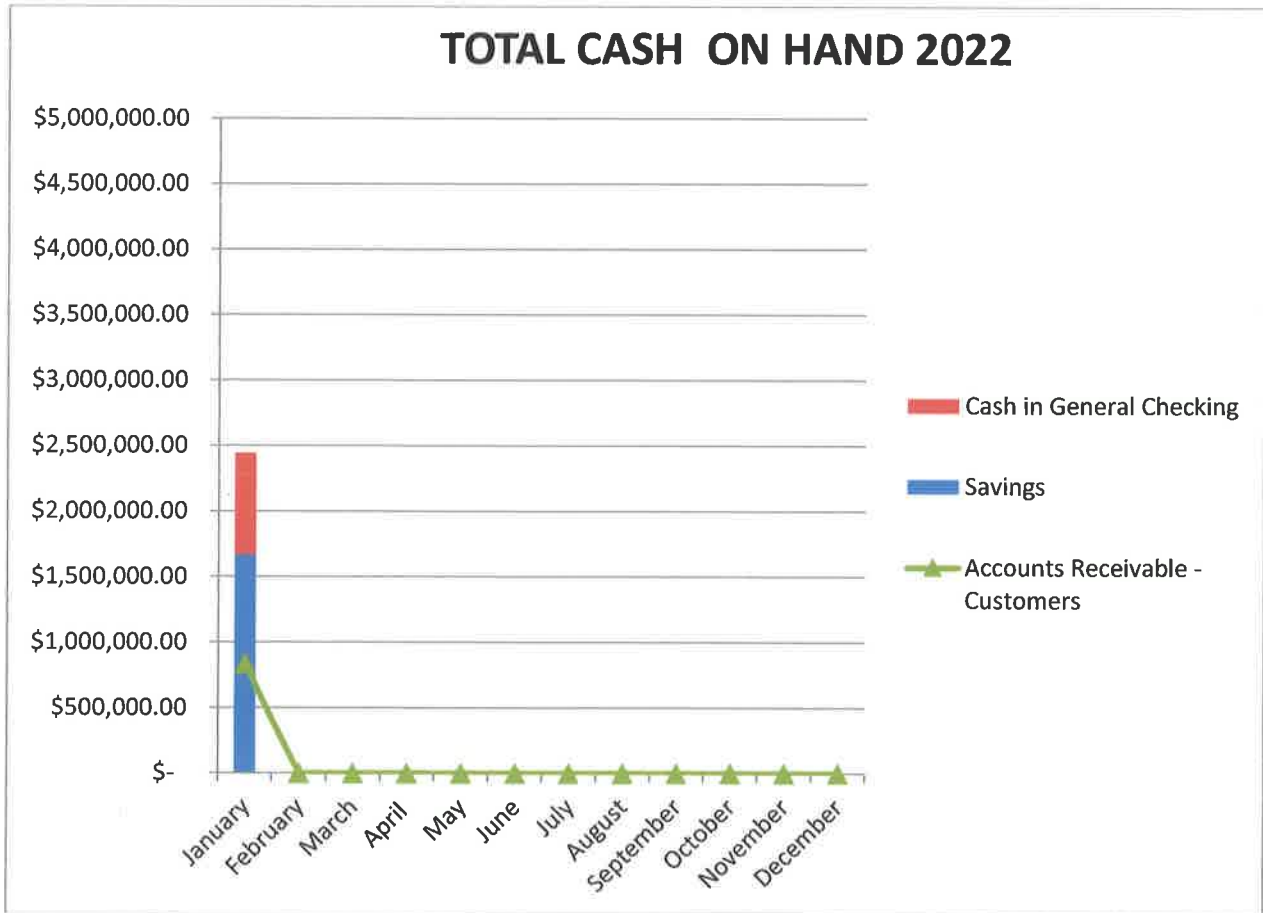
FINANCIAL STATEMENT SUMMARY

The January 2022 Financial Statement reflects that the District has \$1,566,741 deposited in the Local Area Investment Fund; \$100,824 invested with Cantella & Co., Inc.; \$108,158 on deposit as Restricted Cash in the Infrastructure Account for the IBank loan payments; and has \$776,157 deposited in our General, Business, and Payroll accounts.

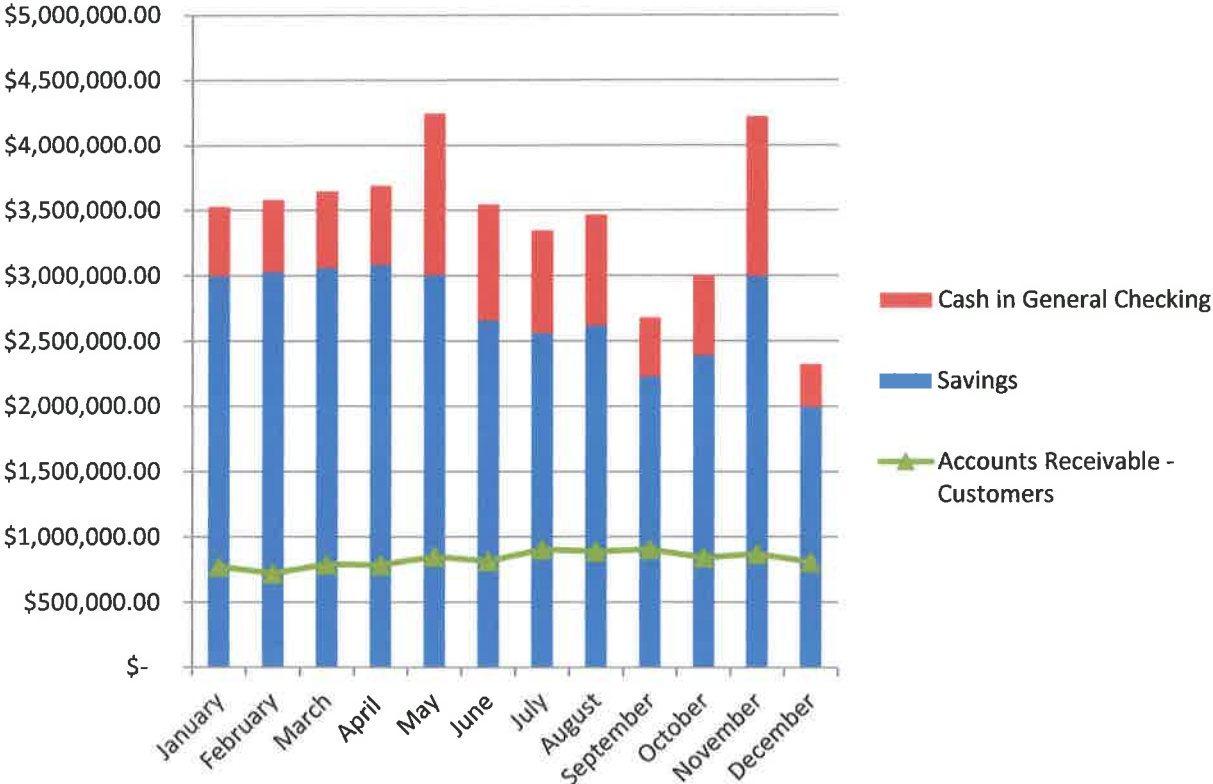
The Financial Statement also reflects that we collected \$343,821 in Total Operating Revenues, and that we incurred \$245,077 in Total Operating Expenses, which left us with a Net Income for the month of January of \$79,305 before contributed capital and depreciation (Net Income also includes non-operating income and non-operating expense).

The District's year-to-date Net Income is \$79,305 before contributed capital and depreciation, and has spent year-to-date a total of \$14,282 on Capital Improvement Projects.

Included herein are two graphs. The first graph is the Financial History for 2022 indicating Total Cash on Hand in Banks, the amount of total savings that is included in Cash on Hand and the amount of Accounts Receivable from our customers. The second graph illustrates the same information for 2021. These graphs are a visual aid to view trends in our Financial History.



TOTAL CASH ON HAND 2021





Pico Water District

Financial Statements

Balance Sheet (Unaudited)

		January 2022
1 ASSETS		
2 Cash and Investments		
3 Cash on Hand in Banks	\$	776,157
4 LAIF Investment		1,566,741
5 Cantella CDs		100,824
6 Total Cash and Investments		2,443,722
7 Cash and Investments - Restricted		
8 Restricted Cash - Infrastructure Acct [IBank]		108,158
9 Total Cash and Investments - Restricted		108,158
10 Other Current Assets		
11 Accounts Receivable-Customers-Net		838,227
12 Inventory-Materials and Supplies		64,261
13 Prepaid Expenses		49,152
14 Total Other Current Assets		951,641
15 Fixed Assets		
16 Utility Plant		30,332,332
17 Less: Accumulated Depreciation		(10,397,908)
18 Fixed Assets Total		19,934,424
19 Deferred Outflows of Resources (DOR)		318,011
20 TOTAL ASSETS & DOR	\$	23,755,955
21 LIABILITIES		
22 Current Liabilities		
23 Accounts Payable	\$	503,870
24 Refundable Deposits		479,715
25 Security Deposit - Rental House		2,250
26 Total Current Liabilities		985,835
27 Long-Term Liabilities		
28 Note Payable - IBank		6,533,606
29 OPEB Liability		803,089
30 Net Pension Liability		680,803
31 Total Long-Term Liabilities		8,017,498
32 TOTAL LIABILITIES		9,003,333
33 FUND BALANCE		
34 Retained Earnings		14,472,324
35 TOTAL FUND BALANCE		14,472,324
36 Deferred Inflows of Resources (DIR)		280,298
37 TOTAL LIABILITIES, FUND BALANCE & DIR	\$	23,755,955

*No assurance provided on these financial statements. These financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.



Pico Water District

Financial Statements

Profit & Loss (Unaudited)

	January 2022	YTD 2022	Budget 2022	YTD Budget 8%
1 OPERATING REVENUES				
2 WS 1 - Potable Water Charges	\$ 157,114	\$ 157,114	\$ 2,213,695	7%
3 WS 2 - Recycled Water Charges	3,628	3,628	44,000	8%
4 MS 1 - Meter Charges	129,754	129,754	1,330,224	10%
5 MS 2 - Multi Unit Charges	178	178	-	0%
6 MS 3 - Fire Protection Charges	6,386	6,386	57,200	11%
7 Infrastructure Surcharge [RESTRICTED]	38,036	38,036	409,450	9%
8 <u>Misc. Charges</u>				
9 Water Other-Hydrant Surcharge/Setup	-	-	500	0%
10 Application Charges	420	420	5,000	8%
11 Reconnection Charges	-	-	2,000	0%
12 NSF Check Charges	45	45	525	9%
13 Late Fee Charges	4,992	4,992	30,000	17%
14 Damage/Lock Charges	300	300	200	150%
15 Testing-Mtr/Flow/Sample Charges	200	200	1,250	16%
16 Backflow Program	2,768	2,768	23,300	12%
17 Water Rights Income	-	-	45,000	0%
18 TOTAL OPERATING REVENUES	343,821	343,821	4,162,344	8%
19 OPERATING EXPENSE				
20 Source of Supply	83,578	83,578	1,233,768	7%
21 Pumping	29,664	29,664	470,468	6%
22 Water Treatment	7,988	7,988	117,668	7%
23 Transmission & Distribution	12,125	12,125	206,268	6%
24 Customer Accounts	16,036	16,036	198,770	8%
25 General & Administrative	95,686	95,686	1,358,076	7%
26 COVID-19 Salaries	-	-	5,000	0%
27 COVID-19 Miscellaneous	-	-	-	0%
28 TOTAL OPERATING EXPENSE	245,077	245,077	3,585,017	7%
29 OPERATING INCOME (LOSS)	98,743	98,743	577,327	17%
30 NON-OPERATING INCOME				
31 Interest - LAIF & Infrastructure Acct	655	655	30,000	2%
32 Investment Income	-	-	5,000	0%
33 Unrealized Gain / (Loss)	(139)	(139)	-	0%
34 Grant Revenue	-	-	-	0%
35 Other Income	-	-	5,000	0%
36 House Rental Income	1,700	1,700	20,400	8%
37 Gain/Loss Sale of Assets	-	-	-	0%
38 TOTAL NON-OPERATING INCOME	2,216	2,216	60,400	4%
39 NON-OPERATING EXPENSE				
40 Interest Expense / (Income)	20,021	20,021	240,254	8%
41 Annual Loan Fee Expense	1,633	1,633	19,601	8%
42 Other Non-Operating Expense	-	-	-	0%
43 Rental House Expense	-	-	2,500	0%
44 TOTAL NON-OPERATING EXPENSE	21,655	21,655	262,355	8%
45 NET INCOME / (LOSS) BEFORE CAPITAL CONTR. & DEPR.	79,305	79,305	375,372	21%
46 Contributed Capital	-	-	-	0%
47 Depreciation	(45,000)	(45,000)	(540,000)	8%
48 NET INCOME / (LOSS)	\$ 34,305	\$ 34,305	\$ (164,628)	

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Pico Water District

Financial Statements

Operating Expense Detail (Unaudited)

	January 2022	YTD 2022	Budget 2022	YTD Budget 8%
1 OPERATING EXPENSE				
2 SOURCE OF SUPPLY				
3 Salaries & Wages	\$ 4,718	\$ 4,718	\$ 81,768	6%
4 Recycled Water	2,753	2,753	52,000	5%
5 Ground Water Replenishment	76,107	76,107	1,100,000	7%
6 TOTAL SOURCE OF SUPPLY	83,578	83,578	1,233,768	7%
7 PUMPING				
8 Salaries & Wages	18,920	18,920	202,768	9%
9 Maintenance	4,424	4,424	37,400	12%
10 Fuel or Power	6,320	6,320	230,300	3%
11 TOTAL PUMPING	29,664	29,664	470,468	6%
12 WATER TREATMENT				
13 Salaries & Wages	99	99	12,668	1%
14 Maintenance	4,680	4,680	35,000	13%
15 Water Treatment Regulations	3,210	3,210	70,000	5%
16 TOTAL WATER TREATMENT	7,988	7,988	117,668	7%
17 TRANSMISSION & DISTRIBUTION				
18 Salaries & Wages	4,851	4,851	126,568	4%
19 Maintenance	6,984	6,984	58,700	12%
20 Vehicle Maintenance	290	290	21,000	1%
21 TOTAL TRANSMISSION & DISTRIBUTION	12,125	12,125	206,268	6%
22 CUSTOMER ACCOUNTS				
23 Meter Reading Labor	1,711	1,711	27,724	6%
24 Billing/Customer Service Salaries & Wages	9,565	9,565	122,046	8%
25 Supplies	4,760	4,760	49,000	10%
26 TOTAL CUSTOMER ACCOUNTS	16,036	16,036	198,770	8%
27 GENERAL & ADMINISTRATIVE				
28 Salaries	14,203	14,203	210,000	7%
29 Vacation/Holiday/Other Payroll	15,838	15,838	152,652	10%
30 Directors Compensation	2,700	2,700	30,000	9%
31 Travel & Meetings (Board)	-	-	15,000	0%
32 Travel & Meetings (Staff)	-	-	2,500	0%
33 Board Room Expenses	86	86	5,000	2%
34 Office Supplies	542	542	8,000	7%
35 Office Utilities	1,366	1,366	22,000	6%
36 <u>Professional Services</u>				
37 Accounting	-	-	40,000	0%
38 Computer	615	615	5,000	12%
39 Engineering	-	-	4,000	0%
40 Legal	-	-	45,000	0%
41 Miscellaneous	122	122	1,500	8%
42 PWAG - Emergency Services Coordinator	964	964	12,000	8%
43 Tyler Technologies Licensing and Support	1,607	1,607	13,000	12%
44 Nobel Systems - GIS Program	1,350	1,350	19,000	7%
45 Insurance	24,256	24,256	301,250	8%
46 Payroll Taxes	8,906	8,906	70,537	13%
47 Pension	13,501	13,501	169,937	8%
48 OPEB Expense	7,500	7,500	90,000	8%
49 Maintenance	523	523	23,200	2%

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Pico Water District

Financial Statements

Operating Expense Detail (Unaudited)

	January 2022	YTD 2022	Budget 2022	YTD Budget 8%
50 Dues & Meetings	\$ 1,609	\$ 1,609	\$ 18,000	9%
51 Noticing	-	-	7,000	0%
52 Education Expense	-	-	1,500	0%
53 Conservation Expense	-	-	25,000	0%
54 Other Operating Expenses	-	-	-	0%
55 COVID-19 Salaries	-	-	5,000	0%
56 Election Expense	-	-	62,000	0%
57 TOTAL GENERAL & ADMINISTRATIVE	95,686	95,686	1,358,076	7%
58 TOTAL OPERATING EXPENSE	\$ 245,077	\$ 245,077	\$ 3,585,018	7%

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2022 CAPITAL IMPROVEMENT PROJECTS (CIP)		2022 BUDGET	22-Jan	YTD TOTAL
I	Buildings			
	1 No major plans.	\$ -		
	Sub-total	\$ -		
II	Office Equipment Purchase			
	1 Upgrade office and Boardroom AC	\$ 50,000.00		
	Sub-total	\$ 50,000.00		
III	Field Equipment Purchase			
	1 Vehicle - Utility Truck	\$ 40,000.00		
	Sub-total	\$ 40,000.00		
IV	Replacement Programs			
	A. Hydrants			
	Replace five (5) four-inch blow off hydrants with			
	1 newer four-inch blow-offs	\$ 25,000.00		
	Sub-total	\$ 25,000.00		
	B. Meters -			
	At this time we are not setting aside CIP funds and			
	1 looking for other sources of funding	\$ -		
	Sub-total	\$ -		
	C. Service Lines			
	1 Replace ten (10) services on 7400 Lindell & 7500 Ser.	\$ 20,000.00		
	Sub-total	\$ 20,000.00		
	B. Main Lines			
	Install new eight-inch line connecting new eight-inch			
	mainline on the north side of Beverly Road to existing			
	six-inch mainline on the south side of Beverly Road			
	1 east of Rosemead Blvd.	\$ 55,000.00		
	Install new eight-inch line connecting existing twelve-			
	inch mainline on the north side of Beverly Road to			
	existing four-inch mainline on the south side of			
	Beverly Road west of Rosemead Blvd to provide			
	service to the Pico Plaza.	\$ 55,000.00		
	Sub-total	\$ 110,000.00		
	C. Valves			
	1 Repairs	\$ -		
	Sub-total	\$ -		
V	Consulting Services			
	1 None	\$ -		
	Sub-total	\$ -		
VI	Work at Wells & Equipment Upgrade			
	Consider Maintenance work on the Reservoir -			
	1 access door and overflow pipe	\$ 35,000.00		
	2 Consider raising the block wall fence height at well 11	\$ 25,000.00		
	Consider pulling the motor & pump from Well 5 to			
	inspect and rehabilitate as needed prior to the			
	3 installation of the PFAS Treatment System	\$ 95,000.00		
	Sub-total	\$ 155,000.00		
VII	PFAS Remediation Treatment Plants			
	1 Well 5A Waste Water Discharge Line	\$ 150,000.00		
	2 Well 8 Waste Water Discharge Line	\$ 70,000.00	12,667.20	12,667.20
	Additional Work Needed for the New PFAS Removal			
	3 Treatment Plants	\$ 400,000.00		
	Sub-total	\$ 620,000.00	12,667.20	12,667.20
	GRAND TOTAL	\$ 1,020,000.00		
CARRY OVER	Burma Road		815.00	815.00
CARRY OVER	Stephens Street		800.00	800.00
	TOTAL CIP			14,282.20

**ACTION/DISCUSSION
ITEMS**

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

5:30 P.M. Wednesday, March 2, 2022

AGENDA

7. ACTION/DISCUSSION ITEMS.

- A. Consider Approval of Resolution No. 225-R proclaiming a state of emergency persists, re-ratifying the proclamation of a state of emergency by Governor Gavin Newsom, and authorizing continued remote teleconference meetings. *Recommended action – that the Board approve Resolution No. 225-R proclaiming a state of emergency persists and ratifying the proclamation of a state of emergency by Governor Gavin Newsom.*



RESOLUTION NO. 225-R

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PICO WATER DISTRICT
PROCLAIMING A STATE OF EMERGENCY PERSISTS, RATIFYING THE
PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM,
AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF
DIRECTORS OF PICO WATER DISTRICT FOR THE PERIOD
FEBRUARY 16, 2022 TO MARCH 17, 2022
PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Pico Water District (the “District”) is committed to preserving and nurturing public access and participation in meetings of its Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors and its standing committees are open and public, as required by the Ralph M. Brown Act (California Government Code Sections 54950 – 54963), so that any member of the public may attend, participate, and watch those bodies conduct their business; and

WHEREAS, the Brown Act, in Government Code Section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition for application of Section 54953(e) is that a state of emergency is declared by the Governor pursuant to Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code Section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, COVID-19, and its Delta and Omicron variants, which remain highly contagious and, therefore, a threat to the health, safety and well-being of the District’s employees, directors, vendors, contractors, customers and residents; and

WHEREAS, orders from the Los Angeles County Department of Public Health and regulations from the State of California impose limitations on gatherings and provide guidance on best practices with respect to actions to reduce the spread of COVID-19; and

WHEREAS, the District's Board of Directors does hereby find that a state of emergency exists within the District's service area as a result of the continuing presence of COVID-19 and resulting local, state and federal orders and guidance, which has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board of Directors desires to affirm a local emergency exists and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the District's Board of Directors and all standing committees shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code Section 54953, as authorized by subdivision (e) of Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Section 54953; and

WHEREAS, the District will continue to provide proper notice to the public regarding all District Board of Directors' and standing committee meetings, in accordance with Government Code Section 54953(e)(2)(A) and shall provide notice to the public of how they may access any such meeting via call-in number and/or internet link.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF PICO WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation Regarding Local Emergency. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency now exists throughout the District, and that conducting District Board of Directors and standing committee meetings virtually will minimize the possible spread COVID-19 and any variant thereof.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency regarding COVID-19, dated March 4, 2020.

Section 4. Remote Teleconference Meetings. The District's General Manager, or his delegee, and the Board of Directors and standing committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) the expiration of thirty (30) days from the date this Resolution was adopted, as set forth below, or (ii) such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors and standing committees of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Pico Water District this 2nd day of March, 2022, by the following vote:

Ayes:

Nays:

Abstains:

Absent:

By: _____
Elpidio Ramirez, President

Attest:

Mark J. Grajeda, Secretary

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

5:30 P.M. Wednesday, March 2, 2022

AGENDA

7. ACTION/DISCUSSION ITEMS.

- B. Consider Change Order Request by AKM Consulting Engineers for Additional Design and Grant Work Needed. *Recommended action – that the Board approve request by AKM Consulting for additional design and grant work.*

STAFF REPORT

To: Honorable Board of Directors
From: Mark Grajeda, General Manager
Meeting Date: March 2, 2022
Subject: Action/Discussion Item 7B – Consider Change Order Request by AKM Consulting Engineers for Additional Design and Grant Work Needed

RECOMMENDATION

That the Board approve the additional work needed by AKM Consulting Engineers for additional plant design work and WRD grant approval for a cost of \$27,598.

FISCAL IMPACT

Cost was included in the District's grant Application to the Water Replenishment District.

BACKGROUND

Over the course of planning for the design of the new treatment plants AKM Consulting Engineers (AKM) had to make a number of revisions to accommodate for the new treatment vessels to operate properly with the existing well system. After the design work was 70% completed staff realized there were a number of issues that needed to be reworked to improve the operation of the new plants – areas that needed to be reworked were:

- SCADA design and recalculation of data inputs;
- Pipeline design, water lubrication design, waste water discharge design;
- Well 5 required redesign of the chlorination system and how we provide chlorine delivery;
- A great deal of additional work was asked of AKM in an effort to provide all documentation requested by WRD regarding their grant application process;

AKM's help with WRD's application process was key in the District's success to secure grant funding from WRD. Staff is recommending that the Board approve the additional work being requested by AKM.



**Water Resources
Infrastructure
Construction
Management**

AKM Consulting Engineers
553 Wald
Irvine, CA 92618
Telephone: 949.753.7333 Facsimile: 949.753.7320
www.akmce.com

February 18, 2022

Pico Water District
4843 Church Street
Pico Rivera, CA 90660

Attention: Mr. Mark Grajeda, General Manager

Subject: Proposal for Additional Design, Project Management, Construction Management and Inspection Services for the Wells 5A, 8, and 11 PFAS Treatment Facilities

Dear Ms. Grajeda,

AKM Consulting Engineers is pleased to submit this proposal to provide project management, as well as additional construction management and inspection services for the PFAS Treatment Plant for Pico Water District.

The additional services consisted of preparing two separate sets plans, specifications, and estimates for the three well sites; revisions in the design plans consisting of changes in the location of the treatment facilities, addition of disinfection facilities; assistance with Water Replenishment District of Southern California (WRD) grant application, meetings, and increases in shop drawing reviews, and as-built drawings. The cost for this effort is \$27,598, as detailed below:

Staff	Hours	Rate	Cost
Principal in Charge	38	\$225	\$8,550
Associate Engineer	80	\$149	\$11,920
CADD Support	72	\$99	\$7,128
Total			\$27,598

The agreement with WRD requires the management of the project by a registered professional engineer. The project management will be implemented by Zeki Kayiran, P.E. through the completion of the construction project as requested by Pico Water District. We estimate a work effort of 120 hours for this task.

The agreement with WRD also requires construction management and inspection of the construction project to ascertain quality of the constructed projects. We estimate a work effort of 120 hours for a construction Manager and 500 hours for an inspector for this task.

The total budget requested is \$140,715 for the project management, construction management and inspection tasks, broken down as follows:

Task	Project Manager/Rate	Construction Manager/Rate	Inspector/Rate	Total Hours	Cost
	\$232	\$219	\$163		
Project Management	120			120	\$27,840
Construction Management		120		120	\$26,280
Inspection			500	500	\$81,500
Expenses					\$5,095
Total Cost					\$140,715

The total budget requested is \$168,313, which is included in the WRD grant application.

We appreciate the opportunity to submit this proposal and look forward to being of service to Pico Water District on this important project. Should you have any questions or require additional information, please do not hesitate in contacting the undersigned.

Very truly yours,

AKM Consulting Engineers



Zeki Kayiran, P.E.
Principal

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT**

4843 S. Church Street
Pico Rivera, California, 90660

5:30 P.M. Wednesday, March 2, 2022

AGENDA

7. ACTION/DISCUSSION ITEMS.

- C. Consider Proposal from AKM Consulting Engineers for Project Management, Construction Management and Inspection Services for the PFAS Treatment Facilities (Wells 5A, 8 and 11). *Recommended action – that the Board approve proposal from AKM Consulting.*

STAFF REPORT

To: Honorable Board of Directors
From: Mark Grajeda, General Manager
Meeting Date: March 2, 2022
Subject: Action/Discussion Item 7C – Consider Proposal from AKM Consulting Engineers for Project Management, Construction Management and Inspection Services for the PFAS Treatment Facilities Wells 5A, 8 and 11

RECOMMENDATION

That the Board approve the proposal by AKM Consulting Engineers to provide the District with project management, construction management and inspection services for the installation of the PFAS Treatment plants all for a total cost of \$140,715.

FISCAL IMPACT

Cost was included in the District's grant Application to the Water Replenishment District.

BACKGROUND

The District is in the process of constructing three new treatment plants to remove PFAS from District wells - 5A, 8 and 11. The District has already contracted for the construction and delivery of the treatment vessels and resin with Aqueous Vets and has also contracted with RC Foster to construct the receiving pads on which the treatment vessels will be installed. RC Foster's contract calls out for all work needed to receive and secure the vessels on site, connect to the distribution system and wells to be performed by RC Foster. In an effort to have experienced construction oversight of the project as required by the agreement with the Water Replenishment District we will be using AKM Consulting Engineers (AKM) to perform our project and construction management as well as perform all needed inspection services for this work. AKM has provided a breakdown of what they estimate the cost to be per each service:

Project Management	\$ 27,840
Construction Management	\$ 26,280
Inspection Services	\$ 81,500
Expenses	\$ 5,095
Total Cost	\$140,715

Staff is recommending that the Board approve the proposal by AKM to perform these services.



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February 18, 2022

Pico Water District
4843 Church Street
Pico Rivera, CA 90660

Attention: Mr. Mark Grajeda, General Manager

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We appreciate the opportunity to submit this proposal and look forward to being of service to Pico Water District on this important project. Should you have any questions or require additional information, please do not hesitate in contacting the undersigned.

Very truly yours,

AKM Consulting Engineers



Zeki Kayiran, P.E.
Principal