



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

4843 S. Church Street
Pico Rivera, California, 90660

5:30 PM Wednesday, May 4, 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 April 20, 2022 Regular Board Meeting Minutes.
- B. Consider 2022 March Financial Statement.

7. ACTION/DISCUSSION ITEMS.

- A. Consider Board Approval of Resolution 229-R a Resolution Revising the District's Record Retention Policy. *Recommended action – that the Board approve new revisions.*
- B. Consider Board Approval of Resolution 230-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 228-R proclaiming a state of emergency persists and ratifying the proclamation of a state of emergency by Governor Gavin Newsom. Recommended action – that the Board approve.*
- C. Discuss Employee Appreciation/Recognition.

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. CLOSED SESSION.

PUBLIC EMPLOYMENT (Government Code Section 54957)
Title: General Manager

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code
Section 54956.9.

One Case.

12. CLOSED SESSION REPORT.

13. ADJOURNMENT.

AGENDA POSTED ON: April 28, 2022

Next regularly scheduled meeting: May 18, 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, May 4, 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 April 20, 2022 Regular Board Meeting Minutes.
- B. Consider 2022 March 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, April 20, 2022 at 5:31 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 Director David Gonzales and President Pete Ramirez. Director Robert Martinez, Director Victor Caballero and Vice President Raymond Rodriguez participated telephonically, in adherence with social distancing. Mr. Jim Ciampa, Legal Counsel for the District participated telephonically.

Director Caballero led everyone in the Pledge of Allegiance.

Director Gonzales 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. Director Martinez made the motion to approve the agenda and Director Gonzales 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, approval of Consent Calendar. Vice President Rodriguez made the motion to approve and Director Martinez 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 Resolution 228-R Proclaiming a State of Emergency persists, re-ratifying the Proclamation of a State of Emergency by Governor Gavin Newsom an authorizing continued remote teleconference meetings. Director Martinez made the motion to approve and Director Gonzales seconded the motion. The General Manager announced that the motion passed by roll-call vote, 5 – 0.

President Ramirez proceeded to the next item on the Agenda, General Manager Report. The General Manager reported that he has contacted R.C. Foster, the contractor approved to do the site work for delivery of the PFAS treatment vessels, currently they are finishing other projects and hopefully will be able to start construction in May, no later than June; a water issues webinar is being held on Friday, April 29, 2022 at 12:00 p.m. by the Community Water Systems Alliance;

the Central Basin Water Association will be holding its quarterly meeting on Thursday, May 12, 2022 at the Albert Robles Center from 11:30 a.m. to 1:30 p.m.; City of Pico Rivera will be holding a Zone Reclassification meeting on Tuesday, April 26, 2022 in the Council Chambers in City Hall regarding the construction of a self-storage facility across the street from Well 11 at 6605 Rosemead Blvd.

President Ramirez proceeded to the next item on the Agenda, Legal Counsel Report. Legal Counsel reported in response to a question by Director Gonzales pursuant to the Ethics Training recently completed that prize winnings at conferences only needs to be reported on the form 700, if the prize has a dollar value of over \$500.

President Ramirez proceeded to the next item on the Agenda, Director's Request of Future Agenda Items. Director Gonzales asked that there be a discussion item on the May 4, 2022 agenda regarding an employee appreciation dinner.

President Ramirez proceeded to the next item on the Agenda, Board Member Comments. Director Gonzales stated that both he and President Ramirez attended the AWWA California Nevada Section Spring Conference and it was very informative. President Ramirez reported that the meeting was well attended and very informative.

The Board retreated to Closed Session at 5:47 p.m. regarding two matters: Public Employment (Government Code Section 54957) Title: General Manager and conference with Legal Counsel – Anticipated Litigation pursuant to paragraph (4) subdivision (d) of Government Code section 54956.9.

The Board reconvened at 6:28 p.m. Legal Counsel reported that closed session was held regarding Public Employment (Government Code Section 54957) Title: General Manager - the Board reviewed the applications submitted and selected 4 finalists that will be notified in the coming weeks regarding their selection and scheduling of interviews. Regarding anticipated litigation under Government Code section 54956.9 paragraph (4) of subdivision (d) the Board was briefed on the facts and circumstances of that case and no reportable action was taken.

There being no further business to come before the Board, the Board meeting adjourned at 6:29 p.m.

Elpidio Ramirez, President

Attest:

Mark J. Grajeda, Secretary

(Seal)

**MARCH 2022 FINANCIALS
WILL BE DELIVERED
NO LATER THAN
TUESDAY MAY 3, 2022**

**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, May 4, 2022

AGENDA

7. ACTION/DISCUSSION ITEMS.

- A. Consider Board Approval of Resolution 229-R a Resolution Revising the District's Record Retention Policy. *Recommended action – that the Board approve new revisions.*

STAFF REPORT

To: Honorable Board of Directors
From: Mark Grajeda, General Manager
Meeting Date: May 4, 2022
Subject: Action Item 7A – Consider Board Approval of Resolution 229-R a Resolution Revising the District’s Record Retention Policy

RECOMMENDATION

That the Board approve Resolution 229-R a Resolution Revising the District’s Record Retention Policy.

FISCAL IMPACT

Minimal fiscal impact.

BACKGROUND

On November 20, 2019 the District updated its Records Retention Policy, which previously was not done for many years. The attached revised policy takes into consideration new legislation which increased the retention period for - employment applications, employee licenses/certificates, expense reimbursements, immigration records and safety committee meetings (see redline changes).

Exhibit A Resolution
Exhibit B New Schedule for Records Retention

EXHIBIT A



RESOLUTION NO. 229-R

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PICO WATER DISTRICT AMENDING RECORD RETENTION POLICY

WHEREAS, the Board of Directors of Pico Water District adopted Resolution No. 210-R on November 20, 2019 to adopt a Record Retention Policy and related schedule; and

WHEREAS, on September 23, 2021, Governor Gavin Newsom signed into law Senate Bill 807, which amended Government Code Section 12946 to extend the required retention period for certain employment-related records from two years to four years; and

WHEREAS, the District's Board of Directors desires to update the Record Retention Policy and related schedule to reflect compliance with Government Code Section 12946, as amended by Senate Bill 807,

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. Amendment of Record Retention Policy. The schedule attached to Exhibit "A" to Resolution No. 210-R is hereby amended as shown in the attached revised schedule, which amends the following "Record Series" under the "Personnel" Category, as shown by the strikeouts and revised retention periods depicted in red on the attached schedule: (i) Application for employment (not hired); (ii) Employee licenses/certifications, including certifications of required training; (iii) Expense reimbursement; (iv) Immigration records (I-9 forms); (v) Recruitment records (not hired); and (vi) Safety committee meeting materials.

Section 3. Authority to General Manager. The District's General Manager, or his delegee, is hereby authorized to take all actions necessary to implement the revisions adopted through this resolution.

PASSED AND ADOPTED by the Board of Directors of Pico Water District this 4th day of May, 2022, by the following vote:

Ayes:

Nays:

Abstains:

Absent:

By: _____
Elpidio Ramirez, President

Attest:

Mark J. Grajeda, Secretary

EXHIBIT B

Review Category	Record Series	Retention Period (Years)	Citation	Description/Notes	Review Notes
Administrative/General	Annexation records	P			
Administrative/General	Board meeting agendas and packets	2		Original agendas and special meeting notices, including certificates of posting, original summaries, original communications and action agendas.	
Administrative/General	Board meeting minutes	P	GC 60201		
Administrative/General	Board meeting recordings; audio/video	6 months			
Administrative/General	Bylaws	P		For districts that have Bylaws	May destroy 5 years after superseded (repealed, invalid, or unenforceable)
Administrative/General	Claims	P			
Administrative/General	Conflict of Interest Code	S + 7		May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Administrative/General	Contract, services or goods provided to District (not including construction contracts)	T+7	GC 60201		
Administrative/General	Correspondence, general	3		Letters; emails; memos (note GC provides 2 years; AB 1184 would be 2 years for public agency e-mails)	
Administrative/General	Expense reimbursement	3			
Administrative/General	FPPC - Form 700	7	GC 81009(e)	FPPC filings; May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Administrative/General	FPPC - other forms	7	FPPC Regs. 18944; 18944.1; GC 82015	FPPC filings; May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Administrative/General	Formation records	P	GC 60201		
Administrative/General	Grant application, successful	C+5			
Administrative/General	Grant funding records	C+5			
Administrative/General	Judgments; court orders; settlement agreements	P			
Administrative/General	Ordinances	P	GC 60201		May destroy 5 years after superseded (repealed, invalid, or unenforceable)
Administrative/General	Policies and procedures	S+3			
Administrative/General	Public Records Act requests	C+2			
Administrative/General	Resolutions	P			
Administrative/General	Rules and regulations	S+3			
Administrative/General	Software license agreement and documentation	C+3			
Administrative/General	Staff reports	2			
Board of Directors	Campaign disclosure, elected	7	GC 81009(c), (g)	FPPC filings; May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Board of Directors	Campaign disclosure, not elected	E+5	GC 81009(b), (g)	FPPC filings; May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Board of Directors	Election records	E+4		Candidate statements; nomination papers	
Board of Directors	Ethics training certificates	7	GC 53235.2		
Board of Directors	Expense reimbursement	3			
Board of Directors	FPPC - Form 700	7	GC 81009(e)	FPPC filings; May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Board of Directors	FPPC - other forms	7	FPPC Regs. 18944; 18944.1; GC 82015	FPPC filings; May be kept in permanent electronic format or other permanent method for preserving a copy after 2 years	
Board of Directors	Oath of office	T+6			
Board of Directors	Travel records	7			
Construction/Development	Bid packages (successful)	C+2			
Construction/Development	Bids and proposals (unsuccessful)	C+2			

Review Category	Record Series	Retention Period (Years)	Citation	Description/Notes	Review Notes
Construction/Development	Bond, surety	T+3			
Construction/Development	Construction records	C+10	GC 60201	All records related to construction projects, such as successful bids, contracts, change orders, correspondence, invoices, designs, engineering	
Construction/Development	Contract, construction	P			
Construction/Development	Correspondence, environmental review	C+3			
Construction/Development	Developer agreements	P			
Construction/Development	Environmental review documents	P		EIRs; negative declarations; notices of exemption; notices of determination	
Construction/Development	Planning documents	S+3			
Construction/Development	Plans and specifications	P		District approved as-built records	
Construction/Development	Requests for proposals	C+2			
Finance - Accounting	Accounts payable	7		Invoices; check copies; supporting documents	
Finance - Accounting	Accounts receivable	7		Invoices; check copies; supporting documents	
Finance - Accounting	Asset records	D+7			
Finance - Accounting	Audit reports	Permanent			
Finance - Accounting	Bank reconciliations	5	26 CFR 16001-1	Statements; summaries for receipts disbursements & reconciliation	
Finance - Accounting	Bank statements	7			
Finance - Accounting	Billing records	4		Customer name, service address, meter reading, usage, payments, applications/cancellations	
Finance - Accounting	Bonds	P		Records of issuance	
Finance - Accounting	Budget, adopted	P		Annual operating budget approved by legislative body	
Finance - Accounting	Budget, operating	3		Operating budget and related updates	
Finance - Accounting	Checks	7	CCP 337	Paid; cancelled; voided; payroll	
Finance - Accounting	Check register	10			
Finance - Accounting	Correspondence, acctg., credit and collection	7			
Finance - Accounting	Customer ledger/account	7			
Finance - Accounting	Deposit slips; receipts	4	CCP 337	Checks; coins; currency	
Finance - Accounting	Depreciation schedules	D+7			
Finance - Accounting	Expense reimbursement	3			
Finance - Accounting	Financial statements/reports (interim)	3			
Finance - Accounting	Inventory records	D+7			
Finance - Accounting	Investment reports	P	CCP 337; GC 53607		Per Secretary of State Guidelines
Finance - Accounting	Investment statements	P	CCP 337; GC 53607		Per Secretary of State Guidelines
Finance - Accounting	Invoices (not including water bills)	7			
Finance - Accounting	Journals	10		Cash; general; payroll; purchase	
Finance - Accounting	Journal entries, year-end	P			
Finance - Accounting	Ledgers (general and others)	P			
Finance - Accounting	Petty cash records	3			
Finance - Accounting	Promissory notes	T+7			
Finance - Accounting	Purchase orders	3			
Finance - Accounting	Remittance statements	3			
Finance - Accounting	Source documents; records created for a specific transaction	5		Source documents detailed in a permanently retained register, journal, ledger, or statement	
Finance - Accounting	Tax records and reports	10	29 USC 436; 26 CFR 31.6001.1-4		
Finance - Accounting	Tax returns	20			
Legal	Litigation; case files	T+5	GC 60201	All documentation pertaining to the claim	

Review Category	Record Series	Retention Period (Years)	Citation	Description/Notes	Review Notes
Legal	Legal memoranda and advice letters	4	CCP 340.6, 343		
Personnel	Application for employment (hired)	T+7	LC 1198.5		
Personnel	Application for employment (not hired)	2-4	GC 12946	recruitment record, applications and interview documents for applicants not selected for hire; retention period from end of recruitment period plus 2 years	
Personnel	Contract, employment	T+7			
Personnel	Correspondence, personnel	T+7			
Personnel	Disability claim	T+7			
Personnel	Employee benefits records	T+6	29 USC 1027; 28 CCR 1300.85.1; 11 CCR 560; 29 CFR 1627.3(b)(2)	Benefit plans; health insurance programs; extension of benefits for separated employees; insurance policies (health, vision, dental, etc.)	
Personnel	Employee licenses/certifications, including certifications of required training	T+1-4	12946		
Personnel	Employee manual	S+2			
Personnel	Expense reimbursement	2-4			
Personnel	Immigration records (I-9 forms)	2-4 or T+1-4	8 CFR 274a.2(b)(2)(i)(A)		
Personnel	Memorandum of Understanding with employee organization	P			Recommended to be permanent due to possible future negotiations
Personnel	Paychecks	7	GC 60201		
Personnel	Pension records	P			
Personnel	Personnel file	T+7	LC 1174, 1198.5	Applications; resumes; job descriptions; documents signed by employee; accident reports; injury claims; records of hiring, promotion, discipline & termination; May be kept in permanent electronic format or other permanent method for preserving a copy after end of employment	
Personnel	Recruitment records (hired)	T+7	LC 1198.5		
Personnel	Recruitment records (not hired)	2-4	GC 12946	recruitment record, applications and interview documents for applicants not selected for hire; retention period from end of recruitment period plus 2 years	
Personnel	Safety committee meeting materials	2-4			
Personnel	Salary and wage changes	T+7	LC 1198.5		
Personnel	Terms and Conditions of Employment	P			Recommended to be permanent due to possible future negotiations
Personnel	Time records	5	CCP 338	Time cards, tickets and clock records	
Personnel	Training records	7		Certificates, licenses	
Personnel	Travel records	7			
Personnel	Unemployment claims	T+7			
Personnel	Wages; rates; payroll; earnings; deductions; garnishments	7	GC 60201	May be kept in permanent electronic format or other permanent method for preserving a copy after end of employment	
Personnel	Withholding certificates	T+7			
Personnel	Worker's compensation records	P	CCR 15400.2; LC 110-139.6	Claim files; reports; working files; May be kept in permanent electronic format or other permanent method for preserving a copy 2 years after the claim is closed or becomes inactive.	
Property	Agreements for purchase or sale	P	GC 60201	Supporting documents related to sale, purchase, reconveyance, exchange, lease, or rental	
Property	Appraisals	P			
Property	Damage reports	7			
Property	Deeds	P	GC 60201	Documents related to title to real property in which the district has an interest	
Property	Easements and licenses	P	GC 60201	Documents related to title to real property in which the district has an interest	
Property	Eminent Domain judgments and orders	P			
Property	Equipment repair records	3			
Property	Fixed assets	D+7			

Review Category	Record Series	Retention Period (Years)	Citation	Description/Notes	Review Notes
Property	Lease, equipment	T+7	CCP 337		
Property	Lease, real property	T+7	CCP 337.2		
Property	Maintenance records, buildings and machinery	7			
Property	Mortgages	T+7			
Property	Options	T+7			
Property	Plans and specifications	P			
Property	Plant acquisition records	D+7			
Property	Property tax and assessment records (paid to District)	P			
Property	Property taxes paid by District	10			
Property	Title reports	P	GC 60201	Documents related to title to real property in which the district has an interest	
Property	Vehicle records	D+2			
Risk Management	Accident reports (settled)	7			
Risk Management	Insurance policy	P			
Water	Agreements to purchase or sell water rights	P			
Water	Contract, water facilities agreements	P		Contracts for acquisition, operation, maintenance of land, water systems, water entitlements, and water rights; May be kept in permanent electronic format or other permanent method for preserving a copy after 5 years	
Water	Leases of water rights	T+7			
Water	Meter complaint inquiries	7			
Water	Meter history	7			
Water	NPDES permit	P	40 CFR 122.28		
Water	Planning documents	S+3			
Water	Rates and charges - notices and supporting reports and documentation	S+3	CCP 338(e); Howard Jarvis Taxpayers Assn. v. City of La Habra (2001) 25 Cal. 4th 809	Supporting reports and studies; written protests and other documents related to the imposition or increase of a rate, fee, charge or assessment	
Water	Water distribution system design, installation and repair records	P			
Water	Water quality tests, bacteriological	5			
Water	Water quality tests, other	12			
Water	Water quality reports	12			
Water	Water quality violations	3			
Water	Well records	P			

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

5:30 P.M. Wednesday, May 4, 2022

AGENDA

7. ACTION/DISCUSSION ITEMS.

- B. Consider Board Approval of Resolution 230-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 228-R proclaiming a state of emergency persists and ratifying the proclamation of a state of emergency by Governor Gavin Newsom. Recommended action – that the Board approve.*



RESOLUTION NO. 230-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 MAY 4, 2022 TO JUNE 3, 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, Omicron and BA.2 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 is adopted, 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 4th day of May, 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, May 4, 2022

AGENDA

7. ACTION/DISCUSSION ITEMS.

- C. Discuss Employee Appreciation/Recognition.

CLOSED SESSION

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

5:30 P.M. Wednesday, May 4, 2022

AGENDA

11. CLOSED SESSION.

**PUBLIC EMPLOYMENT (Government Code Section 54957)
Title: General Manager**

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code
Section 54956.9.**

One Case.