



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

4843 S. Church Street  
Pico Rivera, California, 90660

**5:30 PM Wednesday, December 7, 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. **ADMINISTRATION OF OATH OF OFFICE TO DIRECTOR DAVID ANGELO**
2. **ROLL CALL.**

**3. PLEDGE OF ALLEGIENCE.**

**4. INVOCATION**

**5. 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.*

**6. ADOPTION OF AGENDA.**

**7. 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 approval of November 16, 2022 Regular Board Meeting Minutes.
- B. Consider approval of October 2022 Financial Statement.
- C. Consider the accounts now due and payable, and receive and file bills approved by the General Manager.

**8. ACTION/DISCUSSION ITEMS.**

- A. Consider Board Approval of Resolution 237-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 237-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.*
- B. Consider the Proposed 2023 Operating Budget, and Capital Improvement Projects. *Recommended Action – that the Board approve the Proposed 2023 Operating Budget and Capital Improvement Projects.*

- C. Consider Board Approval of Resolution No. 238-R Revising the Pico Water District Fiscal Year to begin July 1<sup>st</sup> of each calendar year and ending June 30<sup>th</sup> of the following calendar year. *Recommended action – that the Board approve.*
- D. Consider Board Approval of Civiltec Engineering change order request of \$20,800.00 for additional work needed to finalize Pico Water District Water Master Plan. *Recommended action – that the Board approve.*

**9. REPORTS.**

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

**10. DIRECTOR’S REQUEST OF FUTURE AGENDA ITEMS.**

**11. BOARD MEMBER COMMENTS.**

- A. Report on Meetings Attended/Comments.

**12. CLOSED SESSION.**

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
[Government Code Section 54956.9(d)(1)]: *Pico Water District v. City of Pico Rivera*, Los Angeles County Superior Court Case No. 22NWCV00967.
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
[Government Code Section 54956.9(d)(1)]: *Rita Hernandez v. Pico Water District*, Los Angeles County Superior Court Case No. 22BFSC01410.

**13. CLOSED SESSION REPORT.**

**14. ADJOURNMENT.**

**AGENDA POSTED ON:** December 2, 2022

**Next regularly scheduled meeting:** December 21, 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 PM Wednesday, December 7, 2022**

**AGENDA**

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(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 approval of November 16, 2022 Regular Board Meeting Minutes.
- B. Consider approval of October 2022 Financial Statement.
- C. Consider the accounts now due and payable, and receive and file bills approved by the General Manager.



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, November 16, 2022, at 5:30 p.m.

The District's General Manager, Mr. Joe Basulto proceeded with the roll call of the attending Board members. Present from the beginning of the meeting was Director David Gonzales, Director Victor Caballero, and President Pete Ramirez. Director Robert Martinez and Vice President Rodriguez appeared telephonically. Mr. Jim Ciampa, Legal Counsel for the District was also present via Zoom.

President Ramirez 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. Director Martinez made the motion to adopt 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. Director Martinez made the motion to approve and it was seconded by President Ramirez. The General Manager announced that the motion passed by roll-call vote, 5 – 0.

President Ramirez proceeded to the next item on the Agenda, consider Board Approval of General Manager Contract, Section 4 Benefits and Special Compensation (E) – the District to provided General Manager with a suitable vehicle for use at all times on District Business. Director Gonzales inquired as to the contents of Section 4 Benefits and Special Compensation (E) and Legal Counsel responded. President Ramirez made the motion to table this matter and seconded by Director Martinez, the General Manager announced that the motion passed by roll-call vote 3 – 2, with Director Gonzales and Vice President Rodriguez voting “no”.

President Ramirez proceeded to the next item on the Agenda, consider/discussion of District property located at 4852 Church Street, Rent increase effective January 1, 2023. The General Manager informed the Board of current rent comparisons in the area and that it has been almost four years since the rent was increased. After a brief discussion President Ramirez made a

motion to increase the rent the amount allowed under statute, 10 percent, to \$1,870.00 per month beginning February 1, 2023. The motion was seconded by Director Martinez. 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 informed the Board that field and office staff continue to conduct business as usual and new staff is receiving more training and working out well; RC Foster continues to work at Well 11 preparing the site for the PFAS/PFOA treatment facility, biweekly construction meetings are being held; he thanked Director Martinez for his years of service; he wished everyone a good Thanksgiving; there is a Finance Committee on Friday November 18, 2022 at 10:00 a.m.

President Ramirez proceeded to the next item on the Agenda, Legal Counsel Report. Legal Counsel wished everyone a happy Thanksgiving; he also thanked Director Martinez for his service; he stated it was a pleasure to see Mr. Basulto, President Ramirez and the new Field Superintendent at the Central Basin Water Association meeting; the City of Pico Rivera answer to our complaint is very standard and that case is now at issue, negating the need for closed session; the State of California has sued the PFAS manufacturers and is seeking monies for cleanup costs; the South Carolina PFAS case is continuing with procedural issues.

President Ramirez proceeded to the next item on the Agenda, Informational Items. The General Manager reviewed water production and levels, there were no major issues for the month of October.

President Ramirez proceeded to the next item on the Agenda, Future Agenda Items. There were none.

President Ramirez proceeded to the next item on the Agenda, Board Member Comments. Director Gonzales thanked Director Martinez for his service on the Board and wished everyone a happy Thanksgiving; he inquired of the President if the Board would be sending congratulatory letters to successful candidates in local, state and federal elections. President Ramirez inquired if the District has received WRD reimbursements and if the Board could be kept apprised of future reimbursements. President Ramirez wished everyone a happy Thanksgiving.

There being no further business to come before the Board, the Board meeting adjourned at 6:15 p.m.

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Elpidio Ramirez, President

Attest:

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Joe D. Basulto, Secretary  
(Seal)



**OCTOBER 2022 FINANCIALS  
WILL BE DELIVERED  
MONDAY DECEMBER 5, 2022**



Pico Water District, CA

# Open Payable Report

As Of 12/02/2022

Summarized by Payable Account

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount
<b>Payable Account:</b>	<a href="#">10-000-2000 - Accounts Payable</a>						
<b>Vendor:</b> <a href="#">1026</a>	<b>BELL PIPE &amp; SUPPLY CO</b>				<b>Payable Count: (1)</b>		<b>-74.10</b>
<a href="#">526660234.002</a>	JAN 2020 - RETURN OF PRODUCT	01/31/2020	-74.10	0.00	0.00	0.00	-74.10
<b>Vendor:</b> <a href="#">1051</a>	<b>CHEVROLET OF MONTEBELLO</b>				<b>Payable Count: (1)</b>		<b>83.72</b>
<a href="#">CVCS363147</a>	Unit #59 - Vehicle Maint.	11/03/2022	83.72	0.00	0.00	0.00	83.72
<b>Vendor:</b> <a href="#">1054</a>	<b>CINTAS 0168 - ORANGE CA FAS</b>				<b>Payable Count: (1)</b>		<b>366.29</b>
<a href="#">5131154401</a>	Safety Exp. - First Aid Re-Stock	11/01/2022	366.29	0.00	0.00	0.00	366.29
<b>Vendor:</b> <a href="#">1069</a>	<b>CV STRATEGIES</b>				<b>Payable Count: (1)</b>		<b>5,972.23</b>
<a href="#">6849</a>	AUG 2022 - COMMUNICATION SERVICES	08/31/2022	5,972.23	0.00	0.00	0.00	5,972.23
<b>Vendor:</b> <a href="#">1105</a>	<b>HARRINGTON INDUSTRIAL PLASTICS LLC</b>				<b>Payable Count: (1)</b>		<b>313.76</b>
<a href="#">00128235</a>	Misc. Well Maint. - Filters for Wells	11/15/2022	313.76	0.00	0.00	0.00	313.76
<b>Vendor:</b> <a href="#">1111</a>	<b>HOME DEPOT CREDIT SERVICE</b>				<b>Payable Count: (2)</b>		<b>487.02</b>
<a href="#">7103802</a>	Misc. Well Maint. - Cleaning Materials	11/16/2022	143.30	0.00	0.00	0.00	143.30
<a href="#">6104895</a>	Field Supplies - Folding Chairs	11/17/2022	343.72	0.00	0.00	0.00	343.72
<b>Vendor:</b> <a href="#">1194</a>	<b>S &amp; J SUPPLY CO., INC.</b>				<b>Payable Count: (1)</b>		<b>841.54</b>
<a href="#">S100202353.001</a>	Inventory - Couplings	11/03/2022	841.54	0.00	0.00	0.00	841.54
<b>Vendor:</b> <a href="#">1202</a>	<b>SHELL</b>				<b>Payable Count: (1)</b>		<b>50.00</b>
<a href="#">INV0001443</a>	Fuel Expense - Field Vehicle Unit #74	10/28/2022	50.00	0.00	0.00	0.00	50.00
<b>Vendor:</b> <a href="#">1186</a>	<b>SOUTHERN TIRE MART, INC.</b>				<b>Payable Count: (1)</b>		<b>720.88</b>
<a href="#">7080005273</a>	Unit #59 - Tire Replacement	11/07/2022	720.88	0.00	0.00	0.00	720.88
<b>Vendor:</b> <a href="#">1403</a>	<b>SULZER EMS - COLTON</b>				<b>Payable Count: (2)</b>		<b>20,541.44</b>
<a href="#">PJIN00001058</a>	Well #8 - VFD 150HP Retrofit	10/25/2022	14,291.72	0.00	0.00	0.00	14,291.72
<a href="#">PJIN00001115</a>	Well #8 - VFD Contractor	10/27/2022	6,249.72	0.00	0.00	0.00	6,249.72
<b>Vendor:</b> <a href="#">1227</a>	<b>THE FLAG SHOP</b>				<b>Payable Count: (1)</b>		<b>162.03</b>
<a href="#">20803</a>	Field Supplies - Flag U.S.A. Replacement	11/15/2022	162.03	0.00	0.00	0.00	162.03
<b>Vendor:</b> <a href="#">1256</a>	<b>WESTERN WATER WORKS</b>				<b>Payable Count: (7)</b>		<b>14,029.62</b>
<a href="#">1232694-00</a>	Small Tool Exp. - Shutoff Tool for Plastic Pipe	10/03/2022	335.26	0.00	0.00	0.00	335.26
<a href="#">1233115-00</a>	Meter Boxes	10/12/2022	3,730.65	0.00	0.00	0.00	3,730.65
<a href="#">1234039-00</a>	Misc. Well Maint. - Air Reduce Material	11/08/2022	77.36	0.00	0.00	0.00	77.36
<a href="#">1232263-00</a>	Construct.- 4907 Lexington Dr.- Relocate Services	11/14/2022	4,435.57	0.00	0.00	0.00	4,435.57
<a href="#">1233545-00</a>	Inventory - Material	11/15/2022	3,482.80	0.00	0.00	0.00	3,482.80
<a href="#">1233546-00</a>	Meter Repair - Misc. Material for Leak Repairs	11/15/2022	1,554.54	0.00	0.00	0.00	1,554.54
<a href="#">1233549-00</a>	Small Tool Exp. - Meter Sticks & Pipe Descaler	11/22/2022	413.44	0.00	0.00	0.00	413.44
			<b>Payable Account 10-000-2000</b>		<b>Payable Count: (20)</b>	<b>Total:</b>	<b>43,494.43</b>

**Summary****Payable Account Summary**

Account	Count	Amount
10-000-2000 - Accounts Payable	20	43,494.43
<b>Report Total:</b>	<b>20</b>	<b>43,494.43</b>

**Payable Fund Summary**

Fund	Count	Amount
10 - General Operating	20	43,494.43
<b>Report Total:</b>	<b>20</b>	<b>43,494.43</b>

**NOVEMBER 1, 2022 –  
NOVEMBER 30, 2022  
BILLS APPROVED BY THE  
GENERAL MANAGER**

**12-07-22**



Pico Water District, CA

# Check Report

By Check Number

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: AP-ACCOUNTS PAYABLE</b>						
1002	ABBA TERMITE & PEST CONTROL	11/04/2022	Regular	0.00	455.00	62506
1008	ACWA/JPIA	11/04/2022	Regular	0.00	20,405.68	62507
1178	ADT COMMERCIAL	11/04/2022	Regular	0.00	676.01	62508
1036	CALIFORNIA DEPT. MOTOR VEHICLES	11/04/2022	Regular	0.00	1.00	62509
1043	CARDMEMBER SERVICE	11/04/2022	Regular	0.00	1,688.51	62510
1046	CENTRAL BASIN MUNICIPAL WATER DISTRICT	11/04/2022	Regular	0.00	5,431.70	62511
1051	CHEVROLET OF MONTEBELLO	11/04/2022	Regular	0.00	1,586.64	62512
1332	COUNTY OF LOS ANGELES - DEPT. OF PUBLIC WOF	11/04/2022	Regular	0.00	953.00	62513
1071	DE LAGE LANDEN FINANCIAL	11/04/2022	Regular	0.00	333.55	62514
1311	DOTY BROS EQUIPMENT CO.	11/04/2022	Regular	0.00	6,388.25	62515
1090	FRONTIER COMMUNICATIONS	11/04/2022	Regular	0.00	400.32	62516
1153	NASA SERVICES	11/04/2022	Regular	0.00	240.42	62517
1368	PUBLIC WATER AGENCIES GROUP	11/04/2022	Regular	0.00	1,838.75	62518
1412	RAYMOND RODRIGUEZ	11/04/2022	Regular	0.00	364.98	62519
1186	SOUTHERN TIRE MART, INC.	11/04/2022	Regular	0.00	730.35	62520
1211	SPECTRUM	11/04/2022	Regular	0.00	328.23	62521
1220	TAKAMATSU, D.D.S., INC.	11/04/2022	Regular	0.00	67.00	62522
1245	VERIZON WIRELESS	11/04/2022	Regular	0.00	163.10	62523
1249	VOTACALL, INC.	11/04/2022	Regular	0.00	144.43	62524
1256	WESTERN WATER WORKS	11/04/2022	Regular	0.00	1,160.26	62525
1007	ACWA-JOINT POWERS INSURANCE AUTHORITY	11/09/2022	Regular	0.00	4,488.60	62526
1048	CENTRAL VOICE	11/09/2022	Regular	0.00	648.53	62527
1053	CINTAS #053	11/09/2022	Regular	0.00	321.59	62528
1308	E & M, INC.	11/09/2022	Regular	0.00	3,230.00	62529
1080	EDISON COMPANY	11/09/2022	Regular	0.00	7,392.03	62530
1098	GERALD P. ROODZANT, DDS APC	11/09/2022	Regular	0.00	145.00	62531
1103	GRM INFO MGMNT SVCS OF CA, LLC	11/09/2022	Regular	0.00	75.00	62532
1105	HARRINGTON INDUSTRIAL PLASTICS LLC	11/09/2022	Regular	0.00	918.45	62533
1117	INFOSEND	11/09/2022	Regular	0.00	2,252.98	62534
1127	JEFFREY W JOE, DDS INC	11/09/2022	Regular	0.00	291.00	62535
1135	LAGERLOF, LLP	11/09/2022	Regular	0.00	5,515.00	62536
1163	PAC COMM TECHNOLOGIES, INC.	11/09/2022	Regular	0.00	300.00	62537
1142	QUADIENT LEASING USA	11/09/2022	Regular	0.00	206.61	62538
1186	SOUTHERN TIRE MART, INC.	11/09/2022	Regular	0.00	720.88	62539
1421	T-MOBILE	11/09/2022	Regular	0.00	13.46	62540
1250	WATER REPLENISHMENT DISTRICT OF	11/09/2022	Regular	0.00	104,755.68	62541
1252	WECK LABORATORIES, INC.	11/09/2022	Regular	0.00	1,862.00	62542
1178	ADT COMMERCIAL	11/23/2022	Regular	0.00	676.01	62543
1375	AUTOMATED WATER TREATMENT	11/23/2022	Regular	0.00	4,630.50	62544
1049	CENTURY ROOTER	11/23/2022	Regular	0.00	65.00	62545
1060	CORE & MAIN	11/23/2022	Regular	0.00	672.53	62546
1077	DIEGO'S AUTO REPAIR	11/23/2022	Regular	0.00	628.02	62547
1153	NASA SERVICES	11/23/2022	Regular	0.00	240.42	62548
1176	PRINTWEAR SALES COMPANY	11/23/2022	Regular	0.00	1,130.80	62549
1409	QUEST BUILDING SERVICES	11/23/2022	Regular	0.00	725.00	62550
1183	QUILL CORPORATION	11/23/2022	Regular	0.00	198.90	62551
1184	QUINN COMPANY	11/23/2022	Regular	0.00	4,346.28	62552
1419	R & S OVERHEAD DOORS OF COMMERCE	11/23/2022	Regular	0.00	595.00	62553
1186	SOUTHERN TIRE MART, INC.	11/23/2022	Regular	0.00	480.59	62554
1211	SPECTRUM	11/23/2022	Regular	0.00	431.40	62555
1212	SPRINT	11/23/2022	Regular	0.00	48.77	62556
1222	TANKNOLOGY INC.	11/23/2022	Regular	0.00	1,213.50	62557
1228	THE JANKOVICH COMPANY	11/23/2022	Regular	0.00	4,283.01	62558
1237	UNDERGROUND SERVICE ALERT	11/23/2022	Regular	0.00	225.22	62559

## Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1251	WATERLINE TECHNOLOGIES, INC	11/23/2022	Regular	0.00	1,125.00	62560
1256	WESTERN WATER WORKS	11/23/2022	Regular	0.00	333.72	62561
1259	WHITTIER FERTILIZER	11/23/2022	Regular	0.00	121.28	62562

## Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	93	57	0.00	198,664.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>93</b>	<b>57</b>	<b>0.00</b>	<b>198,664.94</b>

**All Bank Codes Check Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	93	57	0.00	198,664.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>93</b>	<b>57</b>	<b>0.00</b>	<b>198,664.94</b>

**Fund Summary**

Fund	Name	Period	Amount
10	General Operating	11/2022	198,664.94
			<b>198,664.94</b>

## **ACTION/DISCUSSION ITEMS**



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

4843 S. Church Street  
Pico Rivera, California, 90660

**5:30 PM Wednesday, December 7, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- A. Consider Board Approval of Resolution 237-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 237-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. 237-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 DECEMBER 07, 2022 TO JANUARY 05, 2023 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, BA.2, BA.5 and other 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 delegate, 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 7<sup>th</sup> day of December, 2022, by the following vote:

Ayes:

Nays:

Abstains:

Absent:

By: \_\_\_\_\_  
Elpidio Ramirez, President

Attest:

\_\_\_\_\_  
Joe Basulto, Secretary

(Seal)



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

4843 S. Church Street  
Pico Rivera, California, 90660

**5:30 PM Wednesday, December 7, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- B. Consider the Proposed 2023 Operating Budget, and Capital Improvement Projects. *Recommended Action – that the Board approve the Proposed 2023 Operating Budget and Capital Improvement Projects.*

## ***STAFF REPORT***

**To:** Honorable Board of Directors

**From:** Joe D. Basulto, General Manager

**Meeting Date:** December 7, 2022

**Subject:** Action Item 8B – Consider the Proposed 2023 Operating Budget, and Capital Improvement Projects.

### **Recommendation**

That the Board approve 2023 Operating Budget, and Capital Improvement Projects.

### **Fiscal Impact**

The Proposed 2023 Budget operating revenues is \$4,599,900 and our operating projected expenses are \$3,897,000 giving us a projected operating income of \$702,900 for 2023.

### **Background**

Adopted Budget approved for 2022 in operating revenues projected at \$4,162,344 and our operating expense was projected to be \$3,585,017 with a projected income of \$577,327.

The 2022 Budget Year End Projection in operating revenues is \$4,436,200 and our operating Year End Projected expenses are \$3,620,000 giving us a projected operating income of \$816,200 for 2022.

Included in our Operating Expenses is a 5% Cola increase for all staff, in October the CPI-W for Los Angeles is at 7.6%.

In February 2023 our rates are set to increase 6% as we are in the 3<sup>rd</sup> year of our 5 year rate increase schedule. In 2024 we would begin the process of sending out an RFP for Rate Study which would be completed in 2025.

For 2023 Capital Improvement Projects, proposed budget is \$703,200. We have a propose equipment purchase of 2 vehicle one is a carryover from 2022 budget.

Replacement programs Mainlines, Service lines, Hydrants, and Valves – replacing deteriorating sections within our infrastructure. Meter replacements proposed would replace about 300 meter in our system to our new AMR smart meters.

Focus on the PFAS Remediation Treatment Plants and in preparation we would need to install a Discharge line for Well #5A. PFAS treatment plant would be at Wells 11, 8, & 5A continued work and is being funded by WRD on a reimbursement program.

Main focus for 2023 is the PFAS Treatment Plant Installations, and increasing our training of new staff and doing more maintenance, to improve our infrastructure and increase our reserve fund.





# Pico Water District

## 2023 Proposed Budget

Schedule A

	A	B	C	D = C-B	E = D/B
	Adopted Budget 2022	Projected Year-End 2022	Proposed Budget 2023	\$ Difference	% Difference
<b>1 OPERATING REVENUES</b>					
2 WS 1 - Potable Water Charges	\$ 2,213,695	\$ 2,220,200	\$ 2,308,900	\$ 88,700	4%
3 WS 2 - Recycled Water Charges	44,000	60,000	60,000	-	0%
4 MS 1 - Meter Charges	1,330,224	1,507,000	1,597,500	90,500	6%
5 MS 2 - Multi Unit Charges	-	-	-	-	0%
6 MS 3 - Fire Protection Charges	57,200	78,200	82,900	4,700	6%
7 Infrastructure Surcharge [RESTRICTED]	409,450	415,600	425,000	9,400	2%
8 <u>Misc. Charges</u>					
9 Late Fees & Other Water Charges	39,475	82,900	73,800	(9,100)	-11%
10 Backflow Program	23,300	33,300	33,300	-	0%
11 Water Rights Income	45,000	18,500	18,500	-	0%
12 Capacity Charge	-	20,500	-	(20,500)	-100%
<b>13 TOTAL OPERATING REVENUES</b>	<b>4,162,344</b>	<b>4,436,200</b>	<b>4,599,900</b>	<b>163,700</b>	<b>4%</b>
<b>14 OPERATING EXPENSE</b>					
15 Source of Supply	1,233,768	1,197,000	1,254,700	57,700	5%
16 Pumping	470,468	535,000	580,000	45,000	8%
17 Water Treatment	117,668	118,800	127,300	8,500	7%
18 Transmission & Distribution	206,268	171,200	186,300	15,100	9%
19 Customer Accounts	198,769	209,600	221,200	11,600	6%
20 General & Administrative	1,353,076	1,383,900	1,528,700	144,800	10%
21 COVID-19 Salaries	5,000	4,500	-	(4,500)	-100%
<b>22 TOTAL OPERATING EXPENSE</b>	<b>3,585,017</b>	<b>3,620,000</b>	<b>3,898,200</b>	<b>278,200</b>	<b>8%</b>
<b>23 OPERATING INCOME (LOSS)</b>	<b>577,327</b>	<b>816,200</b>	<b>701,700</b>	<b>(114,500)</b>	<b>-14%</b>
<b>24 NON-OPERATING INCOME</b>					
25 Interest & Investment Income	35,000	17,400	21,800	4,400	25%
26 Grant Revenue	-	-	-	-	0%
27 Other Income	5,000	8,800	-	(8,800)	-100%
28 House Rental Income	20,400	20,400	22,400	2,000	10%
<b>29 TOTAL NON-OPERATING INCOME</b>	<b>60,400</b>	<b>46,600</b>	<b>44,200</b>	<b>(2,400)</b>	<b>-5%</b>
<b>30 NON-OPERATING EXPENSE</b>					
31 Loan Principal	-	163,900	169,900	6,000	4%
32 Interest Expense	240,254	240,300	234,200	(6,100)	-3%
33 Annual Loan Fee Expense	19,601	19,600	19,100	(500)	-3%
34 Other Non-Operating Expense	-	1,500	-	(1,500)	-100%
35 Rental House Expense	2,500	2,500	2,600	100	4%
<b>36 TOTAL NON-OPERATING EXPENSE</b>	<b>262,355</b>	<b>427,800</b>	<b>425,800</b>	<b>(2,000)</b>	<b>0%</b>
<b>37 NET INCOME / (LOSS) BEFORE CAPITAL &amp; DEPR.</b>	<b>375,372</b>	<b>435,000</b>	<b>320,100</b>	<b>(114,900)</b>	<b>-26%</b>
38 Capital Improvement Projects (District Funded)	(1,020,000)	(115,700)	(703,200)	(587,500)	508%
39 Depreciation	(540,000)	-	-	-	0%
<b>40 NET CHANGE IN CASH &amp; INVESTMENTS</b>	<b>\$ (1,184,628)</b>	<b>\$ 319,300</b>	<b>\$ (383,100)</b>	<b>\$ (702,400)</b>	<b>-220%</b>



# Pico Water District

Schedule B

## 2023 Proposed Budget Operating Expense Detail

	Adopted Budget 2022	Projected Year-End 2022	Proposed Budget 2023	\$ Difference	% Difference
<b>1 OPERATING EXPENSE</b>					
<b>2 SOURCE OF SUPPLY</b>					
3 Salaries & Wages	\$ 81,768	\$ 61,300	\$ 70,000	\$ 8,700	14%
4 Recycled Water	52,000	52,400	54,700	2,300	4%
5 Ground Water Replenishment	1,100,000	1,083,300	1,130,000	46,700	4%
<b>6 TOTAL SOURCE OF SUPPLY</b>	<b>1,233,768</b>	<b>1,197,000</b>	<b>1,254,700</b>	<b>57,700</b>	<b>5%</b>
<b>7 PUMPING</b>					
8 Salaries & Wages	202,768	209,400	240,000	30,600	15%
9 Maintenance	37,400	63,600	66,600	3,000	5%
10 Power	230,300	262,000	273,400	11,400	4%
<b>11 TOTAL PUMPING</b>	<b>470,468</b>	<b>535,000</b>	<b>580,000</b>	<b>45,000</b>	<b>8%</b>
<b>12 WATER TREATMENT</b>					
13 Salaries & Wages	12,668	16,600	20,000	3,400	20%
14 Maintenance	35,000	38,100	40,000	1,900	5%
15 Water Treatment Regulations	70,000	64,100	67,300	3,200	5%
<b>16 TOTAL WATER TREATMENT</b>	<b>117,668</b>	<b>118,800</b>	<b>127,300</b>	<b>8,500</b>	<b>7%</b>
<b>17 TRANSMISSION &amp; DISTRIBUTION</b>					
18 Salaries & Wages	126,568	74,400	85,000	10,600	14%
19 Maintenance	58,700	67,700	69,500	1,800	3%
20 Vehicle Maintenance & Fuel	21,000	29,100	31,800	2,700	9%
<b>21 TOTAL TRANSMISSION &amp; DISTRIBUTION</b>	<b>206,268</b>	<b>171,200</b>	<b>186,300</b>	<b>15,100</b>	<b>9%</b>
<b>22 CUSTOMER ACCOUNTS</b>					
23 Meter Reading Labor	27,724	29,600	35,000	5,400	18%
24 Billing/Customer Service Salaries & Wages	122,045	124,800	128,200	3,400	3%
25 Supplies	49,000	55,200	58,000	2,800	5%
<b>26 TOTAL CUSTOMER ACCOUNTS</b>	<b>198,769</b>	<b>209,600</b>	<b>221,200</b>	<b>11,600</b>	<b>6%</b>
<b>27 GENERAL &amp; ADMINISTRATIVE</b>					
28 Salaries	210,000	225,600	275,500	49,900	22%
29 Vacation/Holiday/Other Payroll	152,652	183,600	171,500	(12,100)	-7%
30 Directors Compensation	30,000	35,000	35,000	-	0%
31 Travel & Meetings (Board)	15,000	15,000	15,000	-	0%
32 Travel & Meetings (Staff)	2,500	2,900	3,000	100	3%
33 Board Room Expenses	5,000	2,500	2,600	100	4%
34 Office Supplies	8,000	11,400	12,000	600	5%
35 Office Utilities	22,000	25,100	26,400	1,300	5%
36 <u>Professional Services</u>					
37 Accounting	40,000	67,600	70,400	2,800	4%
38 Computer	5,000	5,700	6,000	300	5%
39 Engineering	4,000	4,800	5,000	200	4%
40 Legal	45,000	43,700	45,000	1,300	3%
41 Miscellaneous	1,500	8,200	4,000	(4,200)	-51%
42 PWAG - Emergency Services Coordinator	12,000	12,400	13,000	600	5%
43 Tyler Technologies Licensing and Support	13,000	23,400	25,000	1,600	7%
44 Nobel Systems - GIS Program	19,000	19,000	20,000	1,000	5%
45 Insurance	301,250	295,700	331,300	35,600	12%
46 Payroll Taxes	70,537	76,000	84,600	8,600	11%
47 Pension	169,937	165,200	214,800	49,600	30%
48 OPEB Trust Contribution	90,000	90,000	90,000	-	0%



# Pico Water District

## 2023 Proposed Budget

### Operating Expense Detail

Schedule B

49 Maintenance  
50 Dues & Subscriptions  
51 Noticing  
52 Education Expense  
53 Conservation Expense  
54 COVID-19 Salaries  
55 Election Expense  
56 **TOTAL GENERAL & ADMINISTRATIVE**  
57 **TOTAL OPERATING EXPENSE**

Adopted Budget 2022	Projected Year-End 2022	Proposed Budget 2023	\$ Difference	% Difference
\$ 23,200	\$ 17,200	\$ 18,000	\$ 800	5%
18,000	18,700	19,600	900	5%
7,000	11,400	12,000	600	5%
1,500	4,000	4,000	-	0%
25,000	19,800	25,000	5,200	26%
5,000	4,500	-	(4,500)	-100%
62,000	-	-	-	0%
1,358,076	1,388,400	1,528,700	140,300	10%
\$ 3,585,017	\$ 3,620,000	\$ 3,898,200	\$ 278,200	8%



# Pico Water District

## 2023 Proposed Budget

### Capital Improvement Projects

Schedule C

	Adopted Budget 2022	Projected Year-End 2022	Proposed Budget 2023	
<b>1 Studies &amp; Plans</b>				
2 Risk Resilience Assessment	\$ -	\$ 3,900	\$ -	*
3 Urban Water Management Plan	-	500	-	*
4 4852 Church Lot Split	-	4,800	-	*
5 Water Master Plan	-	-	94,300	
<b>6 Total Studies &amp; Plans</b>	<b>-</b>	<b>9,200</b>	<b>94,300</b>	
<b>7 Office Equipment Purchase</b>				
8 Office & Boardroom AC Upgrade	50,000	-	25,000	**
9 Tyler Document Management Program & Scanners	-	-	17,000	
<b>10 Total Office Equipment Purchase</b>	<b>50,000</b>	<b>-</b>	<b>42,000</b>	
<b>11 Field Equipment Purchase</b>				
12 Utility Truck - 2022	40,000	-	40,000	**
13 Utility Truck - 2023	-	-	40,000	
<b>14 Total Field Equipment Purchase</b>	<b>40,000</b>	<b>-</b>	<b>80,000</b>	
<b>15 Replacement Programs</b>				
16 Main Lines	110,000	7,400	100,000	
17 Hydrants	25,000	-	25,000	
18 Service Lines	20,000	-	25,000	
19 Meters	-	12,600	90,000	
20 Valves	-	17,500	15,000	
<b>21 Total Replacement Programs</b>	<b>155,000</b>	<b>37,500</b>	<b>255,000</b>	
<b>22 Wells &amp; Equipment Upgrade</b>				
23 Reservoir: Access Door & Overflow Pipe	35,000	3,100	31,900	
24 Block Wall at Well 11	25,000	14,500	-	
25 Treatment System	95,000	-	-	
26 Rehabilitation Well 8	-	4,700	-	*
27 Well 5 - Fencing & Gate	-	8,100	-	*
28 Well 11 - Discharge Line	-	1,700	-	*
29 Well 11 - Generator	-	4,700	-	*
<b>30 Total Wells &amp; Equipment Upgrade</b>	<b>155,000</b>	<b>36,800</b>	<b>31,900</b>	
<b>31 PFAS Remediation Treatment Plants</b>				
32 Well 5A Waste Water Discharge Line	150,000	3,500	200,000	**
33 Well 8 Waste Water Discharge Line	70,000	28,700	-	
34 Treatment Plants Wells 11, 8, 5	400,000	22,600	2,337,800	
35 WRD - PFAS Capital Contributions	-	(22,600)	(2,337,800)	
<b>36 Net PFAS Remediation Treatment Plants</b>	<b>620,000</b>	<b>32,200</b>	<b>200,000</b>	
<b>37 TOTAL CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$ 1,020,000</b>	<b>\$ 115,700</b>	<b>\$ 703,200</b>	

\*2021 Carryover Projects

\*\*2022 Carryover Projects



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

4843 S. Church Street  
Pico Rivera, California, 90660

**5:30 PM Wednesday, December 7, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- C. Consider Board Approval of Resolution No. 238-R Revising the Pico Water District Fiscal Year to begin July 1<sup>st</sup> of each calendar year and ending June 30<sup>th</sup> of the following calendar year. *Recommended action – that the Board approve.*

## ***STAFF REPORT***

**To:** Honorable Board of Directors

**From:** Joe D. Basulto, General Manager

**Meeting Date:** December 7, 2022

**Subject:** Action Item 8C – Consider Board Approval of Resolution No. 238-R Revising the Pico Water District Fiscal Year to begin July 1<sup>st</sup> of each calendar year and ending June 30<sup>th</sup> of the following calendar year.

### **Recommendation**

That the Board approve Revising Fiscal Year

### **Fiscal Impact**

No Impact

### **Background**

Revising the Districts Fiscal year would be more beneficial and provide a more accurate reflection of the Districts operations, allowing for revenues and expenses to be in better alignment. Fiscal year revision would be more beneficial for accounting, audit purposes, and is a more common practice in business. Our groundwater pumping rights is on this fiscal year as other agencies as well.

Plan would be to have a short 6-month transitional period that would start on Jan. 1 and end on June 30, 2023. Then July 1, 2023 fiscal years would start through June 30, 2024.

**RESOLUTION NO. 238-R**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
PICO WATER DISTRICT REVISING FISCAL YEAR**

**WHEREAS**, the Pico Water District, a county water district organized under Division 12 of the California Water Code (the “District”), currently uses the calendar year as its fiscal year; and

**WHEREAS**, it is in the best interest of the District to change its fiscal year so that it begins on July 1 of each calendar year and ends on June 30 of the following calendar year, and to establish a six-month transition period to start January 1, 2023 and end on June 30, 2023,

**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. Transitional Fiscal Year. Upon conclusion of the current fiscal year on December 31, 2022, the next District fiscal period will be a transitional period beginning on January 1, 2023 and ending on June 30, 2023.

Section 3. New Fiscal Year. Effective with the 12-month period commencing July 1, 2023, the District’s fiscal year will change to a July 1 to June 30 fiscal year for all such following fiscal years.

Section 4. Further Actions. The District’s General Manager and his designees are authorized to take all necessary actions, including preparing appropriate budgets for the transitional period and following fiscal year and notifying all applicable governmental agencies, including the State Controller’s Office, of this change of fiscal year and the adoption of the January 1, 2023 to June 30, 2023 transitional period.

**PASSED AND ADOPTED** by the Board of Directors of Pico Water District this 7<sup>th</sup> day of December, 2022, by the following vote:

Ayes:

Nays:

Abstains:

Absent:

By: \_\_\_\_\_  
Elpidio Ramirez, President

Attest:

\_\_\_\_\_  
Joe Basulto, Secretary





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

4843 S. Church Street  
Pico Rivera, California, 90660

**5:30 PM Wednesday, December 7, 2022**

**AGENDA**

**7. ACTION/DISCUSSION ITEMS.**

- D. Consider Board Approval of Civiltec Engineering change order request of \$20,800.00 for additional work needed to finalize Pico Water District Water Master Plan. *Recommended action – that the Board approve.*

## ***STAFF REPORT***

**To:** Honorable Board of Directors

**From:** Joe D. Basulto, General Manager

**Meeting Date:** December 7, 2022

**Subject:** Action Item 8D – Consider Board Approval of Civiltec Engineering change order request for additional work needed to finalize Pico Water District Water Master Plan.

### **Recommendation**

That the Board approve Civiltec Engineering Change Order for a cost of \$20,800.00

### **Fiscal Impact**

CIP- Budget 2023 – Water Master Plan

### **Background**

In November of 2020 the Board Approved Civiltec to provide the District with an updated Water Master Plan. The analysis of the data which covers 10years required more additional time to analyze and the hydraulic model required more time to update as the last time it was revised was in 2008.

The importance of the Water Master Plan is to provide a long-term dynamic planning layout to guide future growth and development. It provides information about the District current water infrastructure, establishes a coarse for efficiency improvements, conservation activities / water reduction goals, this would help us plan for our current and future needs.

The hydraulic model shows where our most vital areas in our system needing improvements based on flow data and longevity of infrastructure.

Last time our water master plan was completed was in 2008, going forward we would revisit every 10years and stay up to date to address our future needs.

Change order is needed to finalize the Districts Water Master Plan



Civil, Water, Wastewater, Drainage and Transportation Engineering  
Construction Management • Surveying  
California • Arizona

November 30, 2022

Joe D. Basulto  
Pico Water District  
4843 Church Street  
Pico Rivera, CA 90660

RE: Change Order #1 for Water Master Plan

Dear Mr. Basulto:

**Civiltec** would like to present Change Order #1 that requests a budget amendment for the subject project. Additional budget is needed to prepare final Water Master Plan. A breakdown of manhours and costs is attached to this request.

The contract amount is revised as follows:

- Original Contract Amount: \$89,890.00
- Change Order #1: \$20,800.00
- **Revised Contract Amount: \$110,690.00**

Please return the attached form signed and dated if Change Order #1 is acceptable. Contact the undersigned directly with any questions.

Sincerely,

**CIVILTEC engineering, inc.**

A handwritten signature in blue ink, appearing to read 'David Song'.

David Song, P.E.  
Principal, Senior Project Manager

---

**CLIENT ACCEPTANCE CERTIFICATION OF CHANGE ORDER #1**

Receipt of Change Order #1 for PWD Water Master Plan is hereby acknowledged and all conditions contained therein are accepted.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

## PWD 2021 Water Master Plan

### Engineering Services Manhour and Cost Estimate

Date: November 30, 2022

	HOURS BY PIC	HOURS BY PrE	HOURS BY SE	Total Fee	Hours
RATE	\$ 240.00	\$ 190.00	\$ 150.00	BUDGET	HOURS
<b>TASK 9 – PREPARE WATER MASTER PLAN (WMP)</b>				<b>\$ 20,800.00</b>	<b>112</b>
9.1 Draft WMP Report	8	32	16	\$ 10,400.00	56
9.2 Final WMP Report	8	32	16	\$ 10,400.00	56
<b>TOTAL HOURS (with Options)</b>	<b>16</b>	<b>64</b>	<b>32</b>		<b>112</b>
<b>TOTAL BUDGET (with Options)</b>	<b>\$ 3,840.00</b>	<b>\$ 12,160.00</b>	<b>\$ 4,800.00</b>	<b>\$ 20,800.00</b>	

PIC = Principal-in-Charge      PrEE = Principal Electrical Engineer  
 PM = Project Manager          PrE = Project Engineer  
 SE = Staff Engineer            DD = Designer Drafter  
 CT = CAD Technician          PT = Planning Technician