



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 19, 2023 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. Mr. Jim Ciampa, Legal Counsel for the District joined the meeting at 5:40p.m. Director David Angelo and Vice President Rodriguez were absent.

Director Gonzales led everyone in the Pledge of Allegiance.

General Manager, Joe Basulto, gave the invocation. The Board observed a moment of silence in honor of the victims in the Alabama birthday party shooting.

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 Caballero made the motion to adopt and President Ramirez seconded the motion. The General Manager announced that the motion passed by roll-call vote, 3 – 0.

President Ramirez proceeded to the next item on the Agenda, approval of Consent Calendar. Director Gonzales made the motion to approve and Director Caballero seconded the motion. The General Manager announced that the motion passed by roll-call vote, 3 – 0.

President Ramirez proceeded to the next item on the Agenda, consider Board approval to amend the Employee Handbook: Section 1 Employment Procedures, subsection I Work Hours. The General Manager reviewed the staff report with the Board. Director Gonzales made the motion to approve the revisions to address the District's schedule change to 4/10 workweeks, with weeks starting at 12:00 a.m. on Sunday and ending at 11:59 p.m. on Saturday. Director Caballero seconded the motion. The General Manager announced that the motion passed by roll-call vote, 3 – 0.

President Ramirez proceeded to the next item on the Agenda, approval to amend Employee Handbook: Section 2, Payroll Administration, subsection B. Paydays. The General Manager

reviewed the staff report with the Board. President Pete Ramirez made the motion to amend the Handbook to reflect the new bi-weekly payroll schedule beginning at 12:00 a.m. on Sunday and ending on Saturday at 11:59 p.m. with payroll checks being disbursed one day earlier on Thursday following the close of the pay period. This change will allow for staff to be onsite on payroll days in case there are any issues. President Ramirez made the motion to amend and Director Caballero seconded the motion. The General Manager announced that the motion passed by roll-call vote, 3 – 0.

President Ramirez proceeded to the next item on the Agenda, General Manager's Report. President Ramirez tabled this item until Legal Counsel had the opportunity to join the meeting and proceeded to Informational Items.

President Ramirez proceeded to the next item on the Agenda, Informational Items. The General Manager reviewed state reservoir levels. District water levels are good and drawdown levels are good. He stated he is working on slide presentations to give the Board visuals on the District's reporting. The frequency of the District Newsletter was also discussed.

President Ramirez proceeded to the next item on the Agenda, General Manager's Report. Staff has completed meter reading, performing follow-ups, handling miscellaneous work, small leaks and meter replacements; billing is in process; RC Foster finished the above ground piping at Well #11, held biweekly meeting, reviewed 3 week look ahead with painting and electrical work scheduled and have moved to Well #8 and will begin construction the first part of May to start the underground piping; along with our Director of Operations we met with our District 56 State Assemblywoman Lisa Calderon's representatives to introduce ourselves and discuss programs that may be available.

Legal Counsel reported that he will have a pretty thorough Legislative Report at the next meeting.

President Ramirez proceeded to the next item on the Agenda, Future Agenda Items. President Ramirez inquired about the WRD Groundwater Festival and whether or not it has to be pre-approved by the Board.

President Ramirez proceeded to the next item on the Agenda, Board Member Comments. President Ramirez stated he was listening to the Los Angeles County Sanitation District meeting and their concerns with flooding from snowpack. Director Gonzales asked the General Manager to check to see if Los Angeles County Sanitation District was going to hold their Earth Day celebration.

President Ramirez proceeded to the next item on the Agenda, Closed Session. The Board retreated to closed session at 5:56 p.m. regarding one matter:

- 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.

The Board reconvened from Closed Session at 5:59 p.m.



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