



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, March 6, 2024 at 5:30 p.m.

The District's General Manager, Mr. Joe D. Basulto proceeded with the roll call of the attending Board members. Present from the beginning of the meeting was Director David Angelo, Director David Gonzales, Director Pete Ramirez, Vice President Victor Caballero, President Raymond Rodriguez and Mr. Jim Ciampa, Legal Counsel for the District, who participated via Zoom.

Director David Gonzales led everyone in the Pledge of Allegiance and Director David Angelo gave the invocation.

President Raymond Rodriguez proceeded to the next item on the Agenda, Public Comments. There were no comments.

President Raymond Rodriguez proceeded to the adoption of the Agenda. Director David Gonzales made the motion to adopt and Director Pete Ramirez seconded the motion. The General Manager announced that the motion passed by roll-call vote, 5 – 0.

President Raymond Rodriguez proceeded to the next item on the Agenda, approval of Consent Calendar, consisting of the February 15, 2024 Public Hearing Meeting minutes and February 21, 2024 Regular Board Meeting minutes. Director Pete Ramirez made the motion to adopt and Vice-President Victor Caballero seconded the motion. The General Manager announced that the motion passed by roll-call vote, 5–0.

President Raymond Rodriguez proceeded to the next item on the Agenda, Action/Discussion Items. Action Item 7A. Discussion Item: Consider Board Approval of Resolution 248-R Revising the District's Policy Regarding Check Signing Authority and Bank Reconciliation. Per the Auditor's communication report, it was recommended to review and revise the purchasing policy to state the approval threshold of the District's authorized check signers. The purpose of the revisions to the resolution is to clarify the authorized signers and to state that the process of signing the checks of \$30,000 or less is the GM and one other signer and for \$30,000 or more to be the GM and one Director. In addition, a policy regarding Credit Card usage, section 4, was also added. Credit cards are issued to certain district staff as needed and all purchases must be in accordance with the authorized authority as provided under the purchasing policy as set for in section 1 in the resolution. Credit Card purchases may be made for gas, traveling expenses, traveling seminars and

for supplies or services, credit cards will not be used for employees' personal purchases and if the credit card is inadvertently used for personal expenditure, the employee must immediately notify the General Manager and reimburse the District for the charges and or pay the charges directly to the credit card issuer. Originally, the District only had one card for the General Manager, but as of now, the General Manager, the Director of Operations and the Office Manager each have a credit card which is why it was very important to add a credit card purchase policy. Each card has a limit of \$25,000. Director Gonzalez questioned which retail stores the District has credit with and General Manager Joe Basulto responded that the only retail credit card we have is for Home Depot. The general use credit card is mainly used for District events, emergencies and trainings. President Raymond Rodriguez wanted clarification that this policy is going to be added as there was not a policy before. General Manager Joe Basulto confirmed that. President Raymond Rodriguez also wanted to know if there is a cap on any single purchase that field operations can make or is up to their discretion. General Manager Joe Basulto answered that staff will usually always check in with the General Manager or Director of Operations for any purchase but that the purchase must comply with the purchasing policy limits. Director David Gonzales made the motion to approve Resolution 248-R and it was seconded by Director David Angelo. The motion passed by roll-call vote, 5-0.

President Raymond Rodriguez proceeded to the next item on the Agenda, Action/Discussion Items. Action Item 7B. Discussion Item: Consider Board Approval of Resolution 249-R Revising the District's Investment Policy. The proposed amendment to the policy is to add the the California CLASS account to the policy. Other changes to the policy are to conform to recent statutory changes to Government Code section 53600. General Manager Joe Basulto recommended to the Board to approve revising the District's Investment Policy. Director Pete Ramirez made the motion and it was seconded by Director David Angelo. The motion passed by roll-call vote, 5-0.

President Raymond Rodriguez proceeded to the next item on the Agenda, Action/Discussion Items. Action Item 7C. Consider Board Approval of AKM Consulting Engineers Request for Budget Amendment for Construction Management and Inspection Services for the Wells 5A, 8 and 11 Treatment Facilities. AKM is the project engineer for our PFAS project and they have done a lot of extensive work on the project and have held off on invoicing us as they knew we were working with RC Foster and that RC Foster invoicing needed to be paid first. Now that we are done with RC Foster payments, AKM provided the invoice for what is owed for its services. Those services include construction management, inspection and services relating to the wells, inspection of soil and concrete testing; in addition, they developed our engineering report and operation plan. The total amount owed is \$208,000. AKM is willing to accept payments of that amount over time, at approximately \$21,000 each month. In addition, AKM provided a quote for the additional work needed to complete the project, including preparing the operations plan and engineering report that must be submitted to the Division of Drinking Water for Well 5 and Well 8. The estimate for that further work is \$52,184.00. Director Pete Ramirez made the motion for the Board to approve payment of AKM Consulting Engineers for construction management and inspection services for Well 5A, 8 and 11 treatment facilities and to make a related budget amendment, seconded by Director David Angelo. The motion passed by roll-call vote, 5-0.

President Raymond Rodriguez proceeded to the next item on the Agenda, Informational Items. The General Manager reported on information items, such as the monthly staff meeting, two in-house trainings that were held due to rain, along with disconnect updates, leak updates and

on Monday there will be an Administrative Committee meeting. The District's special PFAS counsel met with management to discuss claim information regarding Wells 2, 9, 6 and 7. The PFAS attorney also suggested that the District attempt to get samples on abandoned wells as it could help in the final report and may increase the settlement amount. Lastly, the General Manager and Office Manager attended a Leadership Workshop at the Rowland Water District and it was very informative.

President Raymond Rodriguez proceeded to the next item on the Agenda, Legal Counsel Report. Legal Counsel, Jim Ciampa. No report this evening.


President Raymond Rodriguez proceeded to the next item on the Agenda, Informational Items, PFAS Project / Well #5A – Update. The District's electrical subcontractor completed the electrical work for all the wells and has moved all of their equipment out. The next step is to have Hunter Electric install the TESCO panels for the telemetry system that will control the well sites. Regarding Well #11, District staff met with DDW and our engineer AKM. Some major points that were raised are being worked on by AKM, such as the NSF certification, the pre-rinse of the Resin, and the minimal residual in the system needed to be .5. There will also be a video presentation of Well #5 coming up that will showcase how the District produces its water.

President Raymond Rodriguez proceeded to the next item on the Agenda, Director's Request of Future Items. Director Pete Ramirez requested that we agendize a proper funding mechanism for awarding scholarships to students within Pico Water District.

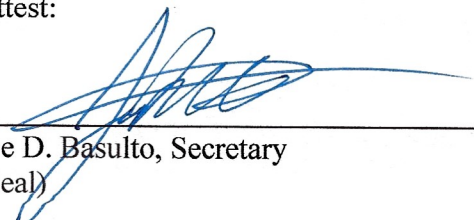
President Raymond Rodriguez proceeded to the next item on the Agenda, Board Member Comments. Director David Gonzalez, commended General Manager Joe Basulto on his leadership and management of Pico Water District.

President Raymond Rodriguez proceeded to the next item on the Agenda, Closed Session. Closed session began at 6:15 p.m. and ended at 6:19 p.m. Closed session was held under item 12. 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 was briefed on the facts and circumstances and current status of that matter and no reportable action was taken.

There being no further business to come before the Board, the Board meeting adjourned at 6:20 p.m. Next Meeting to be held on March 20, 2024 at 5:30 pm.


Raymond Rodriguez, President

Attest:


Joe D. Basulto, Secretary
(Seal)

