



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 18, 2026 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 were Director David Angelo, Director David Gonzales, Director Victor Caballero, Vice President Pete Ramirez, President Raymond Rodriguez, and Mr. Jim Ciampa, Legal Counsel for the District.

Director David Gonzales led everyone in the Pledge of Allegiance and Vice President Pete Ramirez gave the invocation.

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

President Raymond Rodriguez proceeded to the adoption of the Agenda. Vice President Pete Ramirez made the motion to adopt the Agenda as presented and Director David Gonzales seconded the motion. The General Manager announced 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 2, 2026 Regular Board Meeting Minutes. Vice President Pete Ramirez made the motion to approve the Consent Calendar, as presented, and Director Victor Caballero seconded the motion. The General Manager announced 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. Consider Board Approval of Authorizing the conversion of records at the General Manager's discretion. The General Manager presented this item to the Board for consideration of authorizing the conversion of District records into alternative storage formats in accordance with the District's Records Retention Policy and Resolution 210-R, Section 8. As a public agency, the District maintains a large volume of physical and electronic records, and proper records management supports legal compliance, operational efficiency, preservation of important documents, and protection of sensitive information. Records not required to be kept in their original form may be scanned and securely stored electronically. Hard copies of non-permanent records will be retained for two to three years before being shredded. The Board will receive annual certificates of destruction along with a description of the records destroyed. Certificates of Destruction for 2025 were provided for the Board's review. Legal Counsel, Jim Ciampa, stated

that the purpose of this item is to authorize the General Manager to convert outdated and obsolete records that the District is not required to maintain in paper format into approved electronic storage formats, consistent with the District's Records Retention Policy and applicable regulations. Director David Angelo made the motion to approve the conversion of District records at the General Manager's discretion, and Director David Gonzales seconded the motion. The General Manager announced 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. Consider Board Approval of Amending and Restating the District Employee Handbook. The General Manager presented this item to the Board for consideration of approving the amended and restated Pico Water District Employee Handbook. The Handbook, last updated on March 20, 2024, requires revision due to changes in state and federal employment laws and District operational updates. Legal counsel drafted the proposed revisions to ensure compliance with current laws. The General Manager also reviewed the Handbook with the Board and summarized the updates and changes made. Mr. Basulto recommended Board approval to ensure the District remains compliant and continues to provide clear and consistent guidance to employees. Upon approval, employees will receive the updated Handbook and sign an acknowledgment of receipt. The full Handbook is available upon request. Vice President Pete Ramirez made the motion to adopt the District's Employee Handbook, as amended and restated, and Director David Gonzales seconded the motion. The General Manager announced the motion passed by roll-call vote, 5-0.

President Raymond Rodriguez proceeded to the next item on the Agenda, General Manager's Report. The General Manager shared the January quote, "The best way out is always through," by Robert Frost. He reported on weekly commercial and residential disconnections and service restorations. He also noted that the Year 3 rate schedule went into effect in January 2026, reflecting a 12% increase, which will appear on commercial accounts this billing cycle and on residential bills next month. Meter reading has begun, and staff are following up on accounts with abnormal usage. The quarterly newsletter was distributed via postcard, directing customers to the District's website for updates on Well No. 4, upcoming events, and the strategic plan. The District will again donate to the El Rancho High School scholarship program, and planning is underway for the District's upcoming 100-year anniversary event. Regarding Well No. 4, chemical treatment resulted in a slight increase in flow, and Phase One is nearly complete. Management plans to pump the well to help restore production, with the goal of bringing it back online soon. Phase Two is in progress and includes electrical work, installation of the chlorine tablet system, and completion of a permitted discharge line to the City's storm drain system by the end of March. For Well No. 5, the General Manager is awaiting feedback from the AWW representative and will follow up. Installation of the drain line to connect to the County storm drain system began this week, with J. DiSigio performing the work, including preparation within the apartment parking lot area.

President Raymond Rodriguez proceeded to the next item on the Agenda, Legal Counsel Report. Legal Counsel, Mr. Ciampa, reported that Senate Bill 1001, authored by Senator Archuleta and sponsored by the District and several other agencies, was introduced last week. However, an incorrect version of the bill was submitted, and the bill will need to be amended to reflect the proper language. He stated that legislative matters are generally progressing without significant concerns for the water industry at this time, although there are still several days

remaining before the deadline for new bills on Friday, February 20, 2026. Mr. Ciampa also noted that there will be a brief Closed Session.

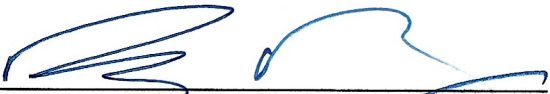
President Raymond Rodriguez proceeded to the next item on the Agenda, Informational Items. The General Manager provided updates on the Water Level Report for January 2026 and the State Reservoir Conditions as of February 10, 2026. The Director of Operations, Matt Tryon, presented the Field Operations Monthly Activity Report, highlighting six leaks that were repaired, ongoing valve exercising by staff, the arrival of new meters with 33 scheduled for replacement, and 129 Dig Alerts responded to. He also reported that the Stephens Project is nearly complete, with approximately nine meters remaining to be installed. Additionally, Mr. Tryon presented the Monthly Ground Water Well Production Report for January 2026.

President Raymond Rodriguez proceeded to the next item on the Agenda, Director's Request for Future Items. Director David Angelo requested an opportunity to present to the Board regarding the Sister City program at the March 18th meeting. The General Manager confirmed that Director Angelo's presentation will be scheduled.

President Raymond Rodriguez proceeded to the next item on the Agenda, Board Member Comments. Vice President Pete Ramirez commented on attending the recent meeting at the Women's Club and noted the organization donates \$40,000 to the El Rancho High School scholarship program, with the possibility of increasing their contribution. He also inquired whether an itinerary is planned for the District's 100-year anniversary event. The General Manager, Mr. Basulto, stated that a presentation is being prepared for the Board and that members are welcome to speak and share a few words during the event. President Raymond Rodriguez agreed with Director Angelo's concerns regarding the condition of the roads and potholes, emphasizing that action is needed from the City rather than just discussion. Director Gonzales also expressed agreement with these concerns.

President Raymond Rodriguez proceeded to the next item on the Agenda, Closed Session. Closed session began at 6:22 p.m. and ended at 6:30 p.m. Legal Counsel, Jim Ciampa reported on the closed session report. There was no closed session on items 12 A., 12 B., and 12 D. Closed session was held on item 12C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION [Government Code Section 54956.9(d)(1)]: *Manuel Hernandez v. Pico Water District*. The Board was briefed on the facts, circumstances, and current status of the existing matter. No reportable action was taken.

There being no further business to come before the Board, the Board meeting adjourned at 6:31 p.m. The next Regular Meeting will be held on March 04, 2026 at 5:30 p.m.

  
Raymond Rodriguez, President

Attest:

  
Joe D. Basulto, Secretary  
(Seal)

