

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
COUNTY SANITATION DISTRICT NO. 18
HELD AT THE OFFICE OF THE DISTRICT

January 24, 2024
1:30 o'clock, P.M.

The Board of Directors of County Sanitation District No. 18 of Los Angeles County met in regular session.

There were present: Dan Koops, Director from Bellflower
Bruce Barrows, Director from Cerritos
Cory C. Moss, Director from Industry
Carol Engelhardt, Director from La Habra Heights
Steve De Ruse, Director from La Mirada
Gustavo Camacho, Alternate Director from Pico Rivera
William Rounds, Alternate Director from Santa Fe Springs
Cathy Warner, Alternate Director from Whittier
Janice Hahn, Alternate Director from Los Angeles County
Ali Sajjad Taj, Chairperson, Alternate Director from Artesia

Absent: Mario Trujillo, Director from Downey
Margarita Rios, Director from Norwalk

Also present: Kimberly S. Christensen, Secretary to the Board
Jessica Lienau, District Counsel

RE: PUBLIC COMMENT The Chairperson announced this was the time for any questions or comments by members of the public. There were no public comments or questions to address the Board on any matters.

RE: DIRECTOR FROM CITY OF DOWNEY A certificate from the City Clerk of the City of Downey was presented to the Secretary stating that at a meeting of the City Council held January 9, 2024, Mr. Mario Trujillo was elected Mayor of the City of Downey, which is the designation of the presiding officer of the governing body of that city and automatically places Mr. Trujillo on this Board.

Upon motion of Director Moss, duly seconded and unanimously carried, the certificate was accepted and ordered filed.

RE: ALTERNATE DIRECTOR FROM CITY OF DOWNEY A copy of an action taken by the City Council of the City of Downey at a meeting held January 9, 2024, was presented to the Secretary stating that Mr. Hector Sosa, a member of the City Council of the City of Downey, was appointed to serve as alternate Director from the city.

Upon motion of Director Moss, duly seconded and unanimously carried, the action was accepted and ordered filed.

RE: DIRECTOR FROM CITY OF LA MIRADA A certificate from the Assistant City Clerk of the City of La Mirada was presented to the Secretary stating that at a meeting of the City Council held June 27, 2023, Mr. Steve De Ruse was elected Mayor of the City of La Mirada, which is the designation of the presiding officer of the governing body of that city and automatically places Mr. De Ruse on this Board.

Upon motion of Director Moss, duly seconded and unanimously carried, the certificate was accepted and ordered filed.

RE: DIRECTOR FROM CITY OF NORWALK A certificate from the City Clerk of the City of Norwalk was presented to the Secretary stating that at a meeting of the City Council held December 12, 2023, Ms. Margarita Rios was elected Mayor of the City of Norwalk, which is the designation of the presiding officer of the governing body of that city and automatically places Ms. Rios on this Board.

Upon motion of Director Moss, duly seconded and unanimously carried, the certificate was accepted and ordered filed.

RE: DIRECTOR FROM
CITY OF PICO RIVERA

A certificate from the City Clerk of the City of Pico Rivera was presented to the Secretary stating that at a meeting of the City Council held December 12, 2023, Mr. Andrew Lara was elected Mayor of the City of Pico Rivera, which is the designation of the presiding officer of the governing body of that city and automatically places Mr. Lara on this Board.

Upon motion of Director Moss, duly seconded and unanimously carried, the certificate was accepted and ordered filed.

RE: MINUTES
meeting held December 18, 2023, were approved.

Upon motion of Director Moss, duly seconded and unanimously carried, the minutes of the adjourned regular

RE: DISTRICT EXPENSES
seconded and unanimously carried, were approved:

The following expenses for the month of October 2023, were presented and upon motion of Director Moss, duly

Local District Expenses:

Operations & Maintenance

\$2,235

Total Expenses

\$2,235

RE: JOINT ADMINISTRATION
PURCHASING POLICY - ADOPT

As part of the continuing effort to ensure the Districts follows best practices as it relates to financial matters, revisions to the Policy are being recommended. The


Policy establishes rules for purchase of materials; supplies, equipment, services, and construction projects. Proposed revisions to the Policy clarify several sections and modify the provisions for emergency orders and contracts. In September 2023, the Personnel Committee, comprised of the Chairpersons of all active Districts, unanimously endorsed the proposed revisions. Subsequent minor modifications requested by District No. 14 and District No. 20 that only apply to the smaller Districts have also been incorporated. A letter summarizing the proposed changes is attached. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and to plan for both short-term and long-term needs to minimize the need for significant rate increases. A recommendation was made that the Policy be approved and adopted.

Upon motion of Director Moss, duly seconded and unanimously carried, the Purchasing Policy was approved and adopted.

Upon motion of Director Moss, duly seconded and unanimously carried, the meeting was adjourned.


ALI SAJJAD TAJ
Chairperson

ATTEST:


KIMBERLY S. CHRISTENSEN
Secretary

/ee