

**MEMORANDUM
CITY OF LANCASTER, CA**

TO: Mayor Parris and City Council Members

FROM: Councilmember Ken Mann

DATE: December 11, 2012

SUBJECT: **Report on the Activities of the Board of Directors for District No. 14 of the County Sanitation Districts of Los Angeles County**

Recommendation:

Receive a report of the proceedings and issues discussed at the November 15, 2012, District No. 14 Board of Directors meeting of the County Sanitation Districts of Los Angeles County.

Background:

District No. 14 of the County Sanitation Districts of Los Angeles County is organized to receive through their trunk sewers the wastewater from all of the City of Lancaster, a small region of the westerly portion of the City of Palmdale, and a smaller region of the unincorporated County of Los Angeles. A Board of Directors comprised of a representative from each city and the County generally meets monthly to review and decide upon the business of the District.

The Board of Directors considered the following agenda items at the November 15, 2012, meeting:

- Mr. Ken Mann, Alternate Director from the City of Lancaster, was elected Chairperson of the Board.
- Approved warrants in the amount of \$251,950.14. The warrants issued by the District are for costs incurred for operation and maintenance, such as electricity, water, telephone, and chemicals, and for relatively small capital projects. Expenditures are made in accordance with the guidelines established by the budget procedure and the purchasing policy that has been adopted by the Board.
- Approved a departmental invoice in the amount of \$2,353,657.79. The invoice is an internal document that transfers each District's proportionate share of expenditures made by District No. 2, the administrative District, on behalf of the participating Districts in accordance with the authority granted through the approved annual budget and applicable joint powers agreement.
- Approved Change Order No. 51 to Contract No. 4328 with Taisei-T&K Joint Venture, for construction of Lancaster Water Reclamation Plant Stage Five Plant Expansion – Phase I, resulting in payment of \$60,858.63 for extra work.

Approved Investment Policy and Renewed Delegation of Authority to District Treasurer. The Districts' investment policies require that each District annually review and approve its investment policy, which action also delegates authority to the District Treasurer (Chief Engineer and General Manager) to invest and reinvest District funds or to sell or exchange securities. No changes to the District Investment policy were recommended.