

**MEMORANDUM
CITY OF LANCASTER, CA**

TO: Mayor Parris and City Council Members

FROM: Councilmember Ken Mann

DATE: December 10, 2013

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 21, 2013, 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 25, 2013, meeting:

- Approved minutes of meeting held July 18, 2013.
- Approved warrants in the amount of \$937,228.12. 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 departmental invoices in the amount of \$3,867,147.65 for the months of June, July, August, September, and October, 2013. 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.

- The Board took the following action regarding Lancaster Water Reclamation Plant (WRP) Landscaping:
 - (a) Approved plans and call for bids for construction of the project; authorized the Chief Engineer and General Manger to establish the date for receipt of bids.
 - (b) Authorized the Chief Engineer and General Manager to award the contract for construction of the project. The proposed project will provide landscaping at the Lancaster WRP for facility screening and aesthetics as required by the Los Angeles County Conditional Use Permit. This project will involve planting indigenous trees and shrubs along the plant property facing Avenue D and Antelope Valley Freeway. Authorizing the Chief Engineer and General Manager to award the contract is necessary to provide nurseries adequate time to grow the plants so that they will be available during the planting season from mid-March to mid-May. Award of the contract by the Chief Engineer and General Manager will be reported to the Board.