

MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
COUNTY SANITATION DISTRICT NO. 27  
HELD IN THE HEARING ROOM OF THE BOARD OF  
SUPERVISORS, KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA

December 6, 2022  
9:30 o'clock, A.M.

Pursuant to the call of the Chairperson and upon written notice of the Secretary setting the time and place of a special meeting and mailed to each Director at least 24 hours before the meeting, a special meeting of County Sanitation District No. 27 of Los Angeles County was held at the Hearing Room of the Board of Supervisors, Kenneth Hahn Hall of Administration, Los Angeles, California, on December 6, 2022, at 9:30 a.m., via teleconference, for the purpose of:

1. Recommendation: Receive and Order filed certificate of the Presiding Officer of the Board of Supervisors and the action electing the Chairperson Pro Tem
2. Recommendation: Approve minutes of the regular meetings held September 13, 2022
3. Recommendation: Approve July, August, and September 2022 expenses in total amounts of \$2,726.56
4. Recommendation: Approve Resolution of continuing to ensure the safety of members of the public and employees while guaranteeing the public's right to attend and participate in meetings of local legislative bodies and making necessary findings for continued teleconferenced meetings
5. Recommendation: Adopt policies as follows:
  - (a) Purchasing Policy
  - (b) Investment Policy
  - (c) Debt Management Policy
  - (d) Wastewater Financial Reserve Policy

There were present: Kathryn Barger, Director from Los Angeles County  
Holly Mitchell, Director from Los Angeles County  
Lindsey Horvath, Director from Los Angeles County  
Hilda Solis, Director from Los Angeles County  
Janice Hahn, Chairperson, Director from Los Angeles County

Absent: None

Also present: Kimberly S. Christensen, Secretary to the Board  
Wes Beverlin, District Counsel

RE: PUBLIC COMMENTS

were no public comments or questions to address the Board on any matters.

The Chairperson announced this was the time for any questions or comments by members of the public. There

RE: CHAIRPERSON AND  
CHAIRPERSON PRO TEM

Supervisors, Supervisor Janice Hahn assumed the Office of Chairman of the Board of Supervisors at 9:30 a.m. on Tuesday, December 6, 2022, to serve in such capacity until December 5, 2023, or until the election or succession of his successor, and that Supervisor Lindsey Horvath was elected Chair pro tem to serve in such capacity until his automatic succession to the position of Chairperson, which places Supervisor Hahn as Chairperson and Supervisor Horvath as Chair pro tem of this Board of Directors.

A certificate copy of an action taken by the Board of Supervisors of the County of Los Angeles, on December 6, 2022 was presented to the Secretary stating that pursuant to Section 7 of the Rules of the Board of

Upon motion of Director Solis, duly seconded and unanimously carried by a roll-call vote, the certificate was accepted and ordered filed.

RE: MINUTES  
Upon motion of Director Solis, duly seconded and unanimously carried by a roll-call vote, the minutes of the regular meeting held September 13, 2022, were approved.

RE: DISTRICT EXPENSES  
The following expenses for the months of July, August, and September 2022, were presented and upon motion of Director Solis, duly seconded and unanimously carried by a roll-call vote, were approved:

Local District Expenses:	
Operations & Maintenance (O & M)	\$ 1,008.52
Capital	174.21
Allocated Expenses:	
Joint Administration	<u>1,543.83</u>
Total Expenses	<u>\$2,726.56</u>

RE: RESOLUTION FOR CONTINUING TO ENSURE THE SAFETY OF MEMBERS OF THE PUBLIC AND EMPLOYEES WHILE GUARANTEEING THE PUBLIC’S RIGHT TO ATTEND AND PARTICIPATE IN MEETINGS OF LOCAL LEGISLATIVE BODIES AND MAKING NECESSARY FINDINGS FOR CONTINUED TELECONFERENCED MEETINGS - ADOPT

*A proposed Resolution for Continuing to Ensure the Safety of Members of the Public and Employees while Guaranteeing the Public’s Right to Attend and Participate in Meetings of Local Legislative Bodies and Making Necessary Findings for Continued Teleconferenced Meetings*, was presented. Acting on behalf of the Governing body of the County, and on behalf of entities for which the Board members serve as governing members (Governing Members), and for

commissions, task forces, etc., which were, or created either by the Board or Governing members or at their direction, and are subject to the Brown Act: find in accordance with Assembly Bill (AB) 361 Section 3(e)(3), California Government Code Section 54953(e)(3) that the board has reconsidered the circumstances of the State of Emergency due to the COVID-19 pandemic and that the State of Emergency remains active and that local officials continue to recommend measures to promote social distancing; and instruct the Executive Officer of the Board to place on the meeting agendas for the Board and the agendas for those entities for which the Board members sit as the Governing Members, not more than 30 calendar days after these findings are adopted, an agenda item entitled “Findings to Continue Teleconference Meetings under AB361 and Related Actions,” and include these same findings for adoption, and continue to do so not more than 30 calendar days after each time these findings are adopted until instructed to cease doing so.

Upon motion of Director Solis, duly seconded and unanimously carried by a roll-call vote, the following Resolution was adopted:

RESOLUTION FOR CONTINUING TO ENSURE THE SAFETY OF MEMBERS  
OF THE PUBLIC AND EMPLOYEES WHILE GUARANTEEING  
THE PUBLIC’S RIGHT TO ATTEND AND PARTICIPATE IN MEETINGS OF LOCAL  
LEGISLATIVE BODIES AND MAKING NECESSARY FINDINGS  
FOR CONTINUED TELECONFERENCED MEETINGS

As stated at the Board of Supervisors' September 28, 2021 meeting, we must ensure that the public's right to attend and participate in local legislative body meetings is exercised under conditions that ensure attendees' and employees' safety. Our Legislature passed AB 361 to enhance public access to local legislative body meetings during the COVID-19 pandemic and future applicable emergencies.

Under AB 361, to continue to meet via teleconferencing, the local legislative body must adopt, by a majority vote, specific findings within 30 days of the first use of the teleconferencing meeting rules after October 1, 2021, and within every 30 days thereafter.

It is imperative that we take the necessary actions to ensure the public's right to attend and participate in local legislative body meetings is not put at risk and to safeguard the safety of members of the public and employees of local legislative bodies, in alignment with our Health Officer's recommendations to reduce crowding indoors and to support physical distancing.

I, THEREFORE, MOVE that the Board of Supervisors (Board), acting on its behalf, and on behalf of entities for which the Board members serve as governing members (Governing Members), and for commissions,

task forces, etc., which were or are created either by the Board or Governing Members or at their direction and are subject to the Brown Act: 1. Find, in accordance with AB 361 Section 3(e)(3), California Government Code section 54953(e)(3), that the Board has reconsidered the circumstances of the State of Emergency due to the COVID-19 pandemic and that the State of Emergency remains active; 2. Find, in accordance with AB 361 Section 3(e)(3), California Government Code section 54953(e)(3), that local officials continue to recommend measures to promote social distancing; and 3. Instruct the Executive Office to place on the meeting agendas for the Board and the agendas for those entities for which the Board members sit as the Governing Members not more than 30 calendar days after these findings are adopted an agenda item entitled "Findings to Continue Teleconference Meetings under AB 361 and Related Actions," and include these same findings for adoption; and instruct the Executive Office to continue to do so not more than 30 calendar days after each time these findings are adopted until instructed to cease doing so.

PASSED AND ADOPTED by the Board of Directors of County Sanitation District No. 27 of Los Angeles County this 6<sup>th</sup> day of December 2022 by the following vote:

AYES: Five (5)

NOES: None

ABSENT: None

ABSTAIN: None

RE: PURCHASING POLICY, INVESTMENT POLICY, DEBT MANAGEMENT POLICY AND WASTEWATER FINANCIAL RESERVE POLICY- ADOPT

As part of the continuing effort to ensure the Districts follows best practices as it relates to financial matters, revisions to certain policies are being recommended. First, sound Investment, Debt Management, and Financial Reserve Policies are crucial to maintaining the

Districts' financial stability, and changes are being proposed to the existing policies to ensure consistency across the Districts, ensure transparency in Districts' finances, and improve the Districts' investment performance. Second, the Districts' Purchasing Policy establishes rules for purchase of materials, supplies, equipment, services, and construction projects. Proposed revisions to the policy clarify certain provisions, ensure current practices are incorporated into the policy, and add provisions for related business practices. In October 2022, the Personnel Committee, comprised of the Chairs of all active Districts, unanimously endorsed the proposed ordinance. A letter summarizing these proposed changes was attached to the agenda. Links to the policies showing proposed revisions can be found on the posted agenda on the Districts' website ([www.lacsd.org](http://www.lacsd.org)). 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 Purchasing Policy, Investment Policy, Debt Management Policy, and Wastewater Financial Reserve Policy be approved and adopted.

Upon motion of Director Solis, duly seconded and unanimously carried by a roll-call vote, the Purchasing Policy, Investment Policy, Debt Management Policy, Wastewater Financial Reserve Policy were considered, approved, and adopted.

The meeting was adjourned by the Chairperson.

ATTEST:

JANICE HAHN  
Chairperson

KIMBERLY S. CHRISTENSEN  
Secretary

/ee