

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
SOUTH BAY CITIES SANITATION DISTRICT  
HELD AT THE TORRANCE CITY HALL

November 15, 2023  
1:30 o'clock, P.M.

The Board of Directors of South Bay Cities Sanitation District of Los Angeles County met in regular session.

There were present: Dean Francois, Alternate Director from Hermosa Beach  
Jim Roos, Director from Palos Verdes Estates  
Britt Huff, Director from Rolling Hills Estates  
Jon Kaji, Alternate Director from Torrance  
Chris Pimentel, Chairperson, Alternate Director from El Segundo

Absent: Richard Montgomery, Director from Manhattan Beach  
Barbara Ferraro, Director from Rancho Palos Verdes  
Bill Brand, Chairperson, Director from Redondo Beach

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

RE: CHAIRPERSON ELECTION OF

The Chief Engineer and General Manager stated that there are 24 Districts throughout the agency's service area. He stated that aside from playing an administrative role at the Board meetings, a Chairperson serves on the Personnel Committee, consisting of the Chairpersons of all active Districts. The Personnel Committee is the executive committee that meets with the Chief Engineer and General Manager and staff to discuss and advise on labor negotiations, policy changes, and major projects. In January 2024, labor negotiations will commence for a smaller subset of employee units. Personnel Committee meetings are usually scheduled on the fourth Wednesdays starting at 11:00 a.m. or 12:00 p.m., depending on the number of matters for discussion. There will be meetings scheduled in January through May 2024 to discuss labor negotiations and the budget for Pure Water Southern California.

Upon motion of Director Roos, duly seconded and unanimously carried, Director Chris Pimentel was elected Chairperson of this Board.

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: ALTERNATE DIRECTOR FROM CITY OF HERMOSA BEACH

A copy of an action taken by the City Council of the City of Hermosa Beach at a meeting held October 24, 2023, was presented to the Secretary stating that Mr. Dean Francois, a member of the City Council of the City of Hermosa Beach, was appointed to serve as alternate Director from the city.

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

RE: MINUTES

Upon motion of Director Roos, duly seconded and unanimously carried, the minutes of the regular meeting held October 18, 2023, were approved.

RE: DISTRICT EXPENSES

The following expenses for the months of August 2023 were presented and upon motion of Director Pimentel, duly seconded and unanimously carried, were approved:

Local District Expenses:  
Operations & Maintenance \$308  
Total Expenses \$308

RE: JOINT ADMINISTRATION  
PURCHASING POLICY - DEFER

The Chief Engineer and General Manager stated both agendas have an item to consider adoption the proposed revisions to the Purchasing Policy. A letter summarizing the proposed changes and a copy of the Purchasing Policy were attached to the agendas. In September 2023, the Personnel Committee, comprised of the Chairpersons of all active Districts, unanimously endorsed the proposed revisions. An issue was raised by Districts Nos. 14 and 20, which are independent from the Joint Outfall System, regarding the approval amount for emergency work. He recommended that the item be deferred until staff resolves the issue.

In response to Director Hahn, District No. 5, the Chief Engineer and General Manager stated that the resolution might consist of additional language related to the approval notice and amount that is specific to Districts Nos. 14 and 20.

Upon motion of Director Roos, duly seconded and unanimously carried, the item to approve and adopt the Purchasing Policy was deferred.

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

ATTEST:

CHRIS PIMENTEL  
Chairperson

KIMBERLY S. CHRISTENSEN  
Secretary

/ee