**ROSSMOOR/LOS ALAMITOS AREA SEWER DISTRICT**

**OF ORANGE COUNTY, CALIFORNIA**

**MINUTES OF REGULAR MEETING**

**February 5, 2024**

**CALL TO ORDER: President Jew called the meeting to order at 7:00p.m.**

Regular Meeting of the Board of Directors of the Rossmoor/Los Alamitos Area Sewer District, of Orange County, California, was held at 7:00p.m., following the roll call and the President reporting a quorum present.

**ROLL CALL:** Directors Present: David Boyer

William Poe

John Stea

Van Jew

Dean Grose

Others Present: Sarah Borbon, General Manager

Omar Sandoval, Legal Counsel

Ben Halbach, Engineer

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Director Stea

**MINUTES:**

Approval of the Minutes of the January 5, 2023 regular meeting – Director Boyer motioned to approve the minutes, seconded by Director Stea and was duly carried.

**PUBLIC COMMENTS:** None

**REPORTS:**

**General Manager**

The General Manager written report was discussed.

**District Engineer**

Engineering Report was discussed.

**Directors Reports**

Director Boyer brought up a complaint by the police station to the City of Los Alamitos about the trees on our property.

Director Poe discussed that he and Director Boyer went to the ISDOC luncheon and heard of a company that is good for investing funds called CLASS.

The general manager will add both topics to the agenda next month for the Board’s discussion.

**NEW BUSINESS**

1. **Discuss and consider F&M CD Renewal-** No action taken
2. **Discuss and consider small office rental-** No action taken
3. **Discuss and consider Special District Leadership Academy conference in April-** Director Jew motioned to approve Directors Boyer and Grose to attend the SDLA conference in San Diego, April 14-17, 2024, seconded by Director Stea, and was duly carried.
4. **Discuss and consider Richland Termite Quote-** Director Boyer motioned to approve the quote from Richland Termite for fumigation and repairs of the office, seconded by Director Stea, and was passed 4-1 with Director Poe voting no.
5. **Discuss and consider approval of PSOMAS Design Fee for manhole adjustment project for Los Alamitos Bloomfield St rehabilitation project-** There was a consensus by the Board that the work and cost come out of the general contract with PSOMAS.
6. **Discuss and consider completion of Project PN 2102-** Director Jew motioned to approve the completion of Project PN 2102,approved the change order at $15,000, and directed the district engineer to negotiate with the contractor of final payment, seconded by Director Stea, and was duly carried.
7. **Discuss and consider purchase of parcel data from County for fee study-** Director Poe motioned to approve the purchase of the parcel data from the County, seconded by Director Stea, and was duly carried.

**CLOSED SESSION**

**1. EMPLOYEE PERFORMANCE EVALUATION**

**Pursuant to Govt. Code 54957**

**Title: General Manager**

**2. CONFERENCE WITH LABOR NEGOTIATORS**

**Pursuant to Govt. Code 54957.6**

**District representatives: General Counsel**

**Unrepresented employee: General Manager**

**OPEN SESSION**

1. **Discuss General Manager’s contract-** Director Stea motioned to approve a 5% increase in General Manager’s salary effective February 1, 2024, seconded by Director Jew, and was duly carried.

**AUTHORIZATION TO PAY BILLS**

A motion was made by Director Boyer and was seconded by Director Stea and unanimously carried: That the District’s check register be approved for signature and the General Manager/Treasurer be directed to pay $40,467.51 in accordance with the claims listed for a total register of $40,467.51

**ADJOURNMENT**

A motion was made and unanimously carried: That the meeting of the Board of Directors of the Rossmoor/Los Alamitos Area Sewer District be adjourned to the next regularly scheduled meeting on March 4, 2024, at 7:00p.m. The President declared the meeting adjourned at 9:18p.m.

Submitted by,

Sarah Borbon

General Manager