

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
COUNTY SANITATION DISTRICT NO. 14
HELD AT THE OFFICE OF THE DISTRICT
VIA TELECONFERENCE

February 9, 2023
9:30 o'clock, A.M.

The Board of Directors of County Sanitation District No. 14 of Los Angeles County met in regular session via teleconference.

There were present: Andrea Alarcon, Alternate Director from Palmdale
Kathryn Barger, Alternate Director from Los Angeles County
Marvin Crist, Chairperson pro tem, Alternate Director from Lancaster

Absent: None

Also present: Kimberly S. Christensen, Secretary to the Board
Brant Dveirin, District Counsel

RE: PUBLIC COMMENT The Chairperson pro tem 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: MINUTES Upon motion of Director Barger, duly seconded and unanimously carried by a roll-call vote, the minutes of the regular meeting held January 12, 2023, were approved.

RE: DISTRICT EXPENSES The following expenses for the month of November 2022 were presented and upon motion of Director Barger, duly seconded and unanimously carried by a roll-call vote, were approved:

Local District Expenses:	
Operations & Maintenance	\$1,541,862.74
Capital	75,942.20
Legal	6,410.25
Allocated Expenses:	
Joint Administration	153,971.09
Technical Support	146,151.94
Legal	5,859.84
Total Expenses	<u>\$1,930,198.06</u>

RE: RESOLUTION PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020 BY CALIFORNIA GOVERNOR AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY - ADOPT

A proposed *Resolution of the Board of Directors of the County Sanitation District No. 14 of Los Angeles County Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency on March 4, 2020 by California Governor and Authorizing Remote Teleconference Meetings of the Legislative Body*, was presented. Remote teleconferenced meetings, during the continued existence of the Governor's proclaimed state of COVID-19 emergency, will be conducted under the provisions of AB 361 which added California Government Code Section 54953(e), to the Brown Act. Under the provisions of AB 361, Government Code Section 54953(e), at their first next meeting, each District must adopt, by majority vote, a resolution making certain findings about the continuing COVID state of emergency and health and safety risks of conducting their meeting in person. By statute, this Resolution and its referenced findings, are only legally valid for 30 days. The Resolution was attached to the agenda. A recommendation was made to adopt the Resolution.

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

RESOLUTION OF THE BOARD OF DIRECTORS OF THE COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES COUNTY PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020 BY CALIFORNIA GOVERNOR AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY

WHEREAS, the County Sanitation District No. 14 of Los Angeles County (“District”) is committed to preserving and nurturing public access and participation in meetings of the District’s Board of Directors and committees; and

WHEREAS, all meetings of the District’s Board of Directors are open and public, pursuant to the requirements of the Ralph M. Brown Act (California Government Code Sections 54950-54963) (the “Brown Act”), so that any member of the public may attend, participate, observe and watch the District’s Board of Directors conduct business; and

WHEREAS, the Brown Act, Section 54953(e), allows for conducting and participating in meetings by members of a legislative body, without compliance with the requirements of the Brown Act Section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition under the Brown Act Section 54953(e) is the declaration of a state of emergency by the Governor pursuant to California Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within California caused by the conditions outlined and described in California Government Code Section 8558; and

WHEREAS, a proclamation of a state of emergency is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-induced disasters; and

WHEREAS, it is further required that the state or local officials have imposed or recommended measures to promote social distancing, or the Board of Directors of the District have held a meeting where it considered and determined that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, such conditions now exist in the District as Governor Newsom declared a State of Emergency on March 4, 2020 as a result of the threat of COVID-19; and

WHEREAS, the County of Los Angeles Department of Public Health Order of the Health Officer issued September 22, 2022 (the “County Order”) includes recommendations the protection of persons with elevated risk factors for severe health outcomes due to COVID-19 infection; and

WHEREAS, the District’s Board of Directors does hereby find that the ongoing and significant risks associated with COVID-19 infection, especially in the absence of capacity limits and physical distancing requirements for indoor activities, on those individuals with underlying health conditions that make them susceptible to severe COVID-19 illness and individuals who are not and cannot be vaccinated, that COVID-19 infection remains a significant health hazard to all residents, and desires to proclaim a local emergency and ratify the proclamation of a state of emergency by the Governor of the State of California, and further, ratify the County Order findings related to the ongoing health hazards of COVID-19; and

WHEREAS, as a consequence of the declared state of emergency and the local emergency, the Board of Directors of the District does hereby find that the District shall continue to conduct its meetings in accordance with the provisions and requirements of the Brown Act Section 54953(e), and that the legislative bodies of the District shall comply with the requirements to provide the public with access to, and an opportunity to comment at all meetings of the District’s legislative bodies in accordance with the requirements of the Brown Act Section 54953(e)(2); and

WHEREAS, the District will continue its practice of live streaming its meetings via the Zoom software platform which allows members of the public to observe and participate in the meetings via video or call-in options and will continue to offer members of the public an opportunity to make oral comments during the meetings and/or submit written comments before the meetings.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES COUNTY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true, correct, and are incorporated in this Resolution by reference.

Section 2. Proclamation of Local Emergency. The Board of Directors of the District does hereby proclaim that a local emergency now exists throughout the territory of the District and, as described in the County Order, recommendations from health officers include ongoing masking, and social distancing practices especially for indoor settings and particularly for individuals who, due to vaccine status or underlying health conditions, continue to be at risk for severe illness, and COVID-19 infection remains a significant health hazard to all residents of the District.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The District's Board of Directors hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The Chief Engineer and General Manager, staff and legislative bodies are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, without limitation, conducting open and public meetings in accordance with the Brown Act Section 54953(e) and all other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of 30 days after the date of this resolution, or such time that the District's Board of Directors adopts a subsequent resolution in accordance with the Brown Act Section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with the requirements of the Brown Act Section 54953(b)(3).

PASSED AND ADOPTED by the Board of Directors of the County Sanitation District No. 14 of Los Angeles County this 9th day of February 2023 by the following vote:

AYES: Three (3)

NOES: None

ABSTAIN: None

ABSENT: None

RE: ANNUAL COMPREHENSIVE
FINANCIAL REPORT FOR FISCAL
YEAR ENDING JUNE 30, 2022
RECEIVE AND ORDER FILED

The Chief Engineer and General Manager advised that copies of the Districts' Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2022, which includes the annual audit required by state and federal laws, were previously distributed to the

Directors, and was attached to the agenda. The first several pages in the ACFR include a management summary that discusses the Districts' capital projects, goals, and upcoming major projects. The ACFR provides an overview of the Districts' operations and financial position. The ACFR was reviewed by an independent Certified Public Accounting firm and there were no findings. This item is consistent with the Districts' Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and to protect financial and facility assets through prudent investment and maintenance programs. A recommendation was made to receive and order filed the Districts' ACFR for fiscal year ending June 30, 2022.

Upon motion of Director Alarcon, duly seconded and unanimously carried by a roll-call vote, Annual Comprehensive Financial Report for the fiscal year ending June 30, 2022, which includes the annual audit required by state and federal laws, and was previously mailed to the Directors, was accepted and ordered filed.

RE: SERVICE CHARGE REPORT
SET PUBLIC HEARING FOR
MAY 11, 2023, AND GIVE
REQUIRED NOTICE

The Chief Engineer and General Manager presented a report titled *County Sanitation District No. 14 Service Charge Report for Fiscal Year 2023-24*, prepared in accordance with Section 5473 of the Health and Safety Code of the State of California and which establishes the

formula for the calculation of a sewage unit that represents the average daily quantity of sewage flow and strength from a single-family home (SFH). He advised that the need for the proposed service charge increases and the Board actions necessary to implement the proposed service charge rates have been previously presented in detail to the Directors. He referred to the letter dated February 3, 2023, to the Board, in which the necessity to consider a multi-year service charge program to provide supplemental revenue needed for capital projects and to operate and maintain trunk sewers, pumping stations, and treatment facilities in the Joint Outfall System, as well as local facilities in the District, was reviewed.

A letter discussing the service charge rate, the fiscal year 2023-24 preliminary budget, and related matters accompanies the agenda. Staff recommends that the public hearing be held at the Board meeting scheduled for May 11, 2023. 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. In this District the current service charge rate per single-family home is \$40.66 per month (\$487.88 per year) and no increase is recommended for fiscal year 2023-24.

The Chief Engineer and General Manager stated, as discussed at the last meeting, there will be no rate increase for this fiscal year. A public hearing is required to continue to collect the service charge on the property tax roll.

The Chief Engineer and General Manager recommended that, in accordance with Section 5473 of the Health and Safety Code, the Board instruct the District Clerk to publish newspaper notices to inform the public of the date, time, and place for a public hearing on the Service Charge Report, and that a public hearing be set for May 11, 2023, at 9:30 a.m. in the Lancaster City Council Chambers, 44933 Fern Avenue, Lancaster, California, for the purpose of public discussion of the proposed service charge and industrial surcharge rates, and in order to continue to collect these charges on the next property tax roll. After the public hearing is closed, the Board must adopt the Service Charge Report in order to ensure collection of the service charge through property tax billing.

Upon motion of Director Alarcon, duly seconded and unanimously carried by a roll-call vote, the *County Sanitation District No. 14 Service Charge Report for Fiscal Year 2023-24* was ordered filed with the Clerk of the District, and the Board does hereby fix May 11, 2023 at 9:30 a.m. as the date and time, and in the Lancaster City Council Chambers, 44933 Fern Avenue, Lancaster, California, as the place for a public hearing on *County Sanitation District No. 14 Service Charge Report for Fiscal Year 2023-24*, and the collection of the service charge on the property tax roll.

The Clerk of this Board shall cause notice of the filing of the Report and the time and place of the public hearing to be published once a week for two successive weeks in the *Antelope Valley Press*, a daily newspaper designated for publication, there being no newspaper of general circulation within the District printed and published in the District, and in such other publications as are deemed appropriate by the Chief Engineer and General Manager.

RE: UPDATE ON PILOT STUDY FOR
BIOSOLIDS AIR DRYING AT LANCASTER
WATER RECLAMATION PLANT

The Chief Engineer and General Manager gave an update on the discussions from last meeting regarding the options to implement full-scale operations of biosolids air drying at the Lancaster and Palmdale Water

Reclamation Plants (WRP). The purpose of this presentation is to provide information on the options and seek direction on moving forward.

He stated that a pilot study was undertaken by Operations staff at the Lancaster WRP.

Biosolids are separated from wastewater during the treatment process at the Lancaster WRP. Biosolids, which are mostly water, are dewatered. This process results in 20 percent biosolids and 80 percent water before they are hauled offsite to various composting facilities. A tractor using windrow-turning equipment breaks up the biosolids and accelerates drying up to 60 percent solids content. Substantially more savings are possible with full-scale operation. The pilot study proved that a full-scale project would be feasible at the Lancaster and Palmdale WRPs. The result was a cost savings of \$145,000 per year. Staff researched the economics for a full-scale process at one or both sites.

He discussed three options for possible full-scale operations at the Lancaster and Palmdale WRPs. Options 1 and 2 are for separate and independent operation at each WRP. Option 1 is to build an air-drying pad for Lancaster WRP only at a cost of \$1.7 million. The annual savings would be \$330,000 per year with a payback period of 5.1 years. Option 2 is to build an air-drying pad at the Palmdale WRP only at the cost of \$800,000. The annual savings would be \$82,000 per year with a payback period of 9.6 years. Option 3 is to build a centralized air-drying pad at the Lancaster WRP for a combined operation, at a cost of \$2.1 million (District No. 14 share at \$1.4 million, District No. 20 share at \$700,000). The annual savings would be \$500,000 per year (District No. 14 savings at \$350,000 per year, District No. 20 savings at \$150,000 per year). The payback period would be 4 years for District No. 14 and 4.5 years for District No. 20. Option 3 is the most cost-effective and efficient option because building at one location saves in equipment, construction, and operations and maintenance costs.

Staff recommends Option 3, one centralized, full-scale operation at the Lancaster WRP. This is the most cost-effective option. Both Districts would share expenses. He requested concurrence from the Directors to move forward with Option 3.

In response to Director Alarcon, the Chief Engineer and General Manager stated that if both Districts concur, then staff would use job order contracting to initiate the project. The completion target is summer of this year due to the optimal weather and environment for operations at that time. With full concurrence, the item will be brought before the Board for consideration at the next meeting.

In response to the Chairperson pro tem, the Chief Engineer and General Manager stated that District No. 20 would incur the expense to transfer biosolids from the Palmdale WRP to the Lancaster WRP.

In response to Director Alarcon, the Chief Engineer and General Manager stated that District No. 20 is smaller than District No. 14. District No. 20's cost saving is proportionate. In regard to Option 3, District No. 20 would save \$180,000 per year.

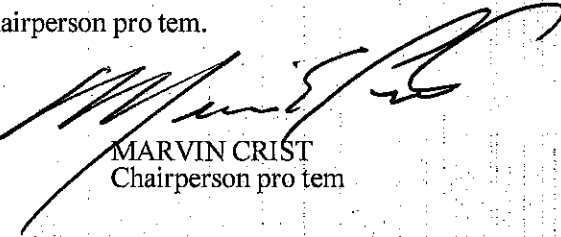
All the Directors concurred with moving forward with Option 3.

RE: STATUS REPORT/DIRECTOR COMMENTS
ITEMS NOT LISTED ON AGENDA

The Chief Engineer and General Manager advised that this is the last virtual meeting for the Boards. Since the governor's emergency order will be lifted at the end of


February, in March the Board will be back to in-person meetings held at the Lancaster City Hall.

The meeting was adjourned by the Chairperson pro tem.



MARVIN CRIST
Chairperson pro tem

ATTEST:



KIMBERLY S. CHRISTENSEN
Secretary

/ee