

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
COUNTY SANITATION DISTRICT NO. 29  
HELD AT THE OFFICE OF THE DISTRICT

March 8, 2023  
1:30 o'clock, P.M.

The Board of Directors of County Sanitation District No. 29 of Los Angeles County met in regular session.

There were present: Keir Jones, Director from Signal Hill  
Edward Wilson, Director from Signal Hill  
Lori Y. Woods, Director from Signal Hill  
Tina Hansen, Chairperson, Director from Signal Hill

Absent: Robert D. Copeland, Director from Signal Hill

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

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 not listed on the agenda.

RE: MINUTES Upon motion of Director Jones, duly seconded and unanimously carried, the minutes of the regular meeting held January 11, 2023, were approved.

RE: DISTRICT EXPENSES The following expenses for the months of November and December 2022, were presented and upon motion of Director Jones, duly seconded and unanimously carried, were approved:

Local District Expenses:	
Operations & Maintenance	\$ 30,598.93
Capital	35,407.71
Allocated Expenses:	
Joint Outfall	<u>618,373.58</u>
Total Expenses	<u>\$684,380.00</u>

RE: ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR FISCAL YEAR ENDING JUNE 30, 2022 RECEIVE AND ORDER FILED 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, was previously distributed to the Directors, and was attached to the agenda. 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 Jones, duly seconded and unanimously carried, the 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 RECEIVE AND ORDER FILED - SET PUBLIC HEARING FOR MAY 10, 2023, AND GIVE REQUIRED NOTICE Prior to meeting in regular session, the Chief Engineer and General Manager stated that all agendas have an item related to the Wastewater Revenue Program. A report titled *County Sanitation District No. 29 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), was presented. The Chief Engineer and General Manager stated that all Boards will be taking action to order the Wastewater Service Charge Report (Report) filed with the Clerk of the Districts' Board of Directors; setting the date, time, and place for a public hearing on the Report; and order publication of the required public notices. The public hearing is required to collect the service charge on the

property tax roll. This is the most efficient way to collect the service charge. The Districts is not setting new rates at this time; the rates were set a few years ago.

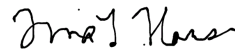
Filing of the Report is required each year to collect the wastewater service charge on the property tax roll. The current service charge rate per single-family home is \$29.08 per month (\$349 per year). The rate for fiscal year 2023-24, as previously adopted by the Board of Directors, is \$29.83 per month (\$358 per year). A letter discussing the service charge rate, the fiscal year 2023-24 preliminary budget, and related matters accompanied the agenda. Staff recommends that the Public Hearing be held at the Board meeting scheduled for May 10, 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.

A recommendation was made 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 the public hearing be set for May 10, 2023, at 1:30 p.m. in the District's Board Room at the Joint Administration Office, 1955 Workman Mill Road, Whittier, California, for the purpose of public discussion of the adopted 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 Jones, duly seconded and unanimously carried, the *County Sanitation District No. 29 Service Charge Report for Fiscal Year 2023-24* was ordered filed with the Clerk of the District, and the Board does hereby fix May 10, 2023, at 1:30 p.m. as the date and time, and in the District's Board Room at the Joint Administration Office, 1955 Workman Mill Road, Whittier, California, as the place for a public hearing on *County Sanitation District No. 29 Service Charge Report for Fiscal Year 2023-24*, the proposed service charge and industrial wastewater surcharge rates, 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 *Signal Newspaper*, a weekly newspaper, and in such other publications as are deemed appropriate by the Chief Engineer and General Manager.

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



TINA HANSEN  
Chairperson

ATTEST:



KIMBERLY S. CHRISTENSEN  
Secretary

/ee