

Notice and Agenda

REGULAR MEETING — BOARD OF DIRECTORS — COUNTY SANITATION DISTRICT NO. 5

To be held at the TORRANCE CITY HALL
 THIRD FLOOR ASSEMBLY ROOM
 3031 Torrance Boulevard, Torrance, California

THE DISTRICT MAY TAKE ACTION ON ANY AGENDA ITEM LISTED BELOW

WEDNESDAY	March 20, 2024	At 1:30 P.M.
Governing Body	Director	Alternate
CULVER CITY	MC MORRIN	O'BRIEN
EL SEGUNDO	BOYLES	PIMENTEL
GARDENA	CERDA (Chairperson)	FRANCIS
HAWTHORNE	VARGAS	MONTEIRO
INGLEWOOD	BUTTS	-----
LAWNDALE	PULLEN-MILES	KEARNEY
LOMITA	UPHOFF	GAZELEY
LOS ANGELES CITY	KREKORIAN	MC OSKER
MANHATTAN BEACH	FRANKLIN	HOWORTH
PALOS VERDES ESTATES	MURDOCK	LOZZI
RANCHO PALOS VERDES	CRUIKSHANK	ALEGRIA
REDONDO BEACH	LIGHT	LOEWENSTEIN
ROLLING HILLS	WILSON	-----
ROLLING HILLS ESTATES	SCHMITZ	-----
TORRANCE	CHEN	KAJI
LOS ANGELES COUNTY	HORVATH	HAHN

1. Public Comment
2. Receive and Order Filed Certificate of Mr. James Light, Presiding Officer of the City of Redondo Beach
3. Approve Minutes of Regular Meeting Held February 21, 2024
4. Approve December 2023 Expenses in Amount of \$201,070

Summary: Local District expenses represent costs that are the sole responsibility of the individual District. Allocated expenses, which are generally distributed twice per year in conjunction with the receipt of the District's service charge revenue, represent the District's proportionate share of expenses made by the Joint Outfall System pursuant to the Joint Outfall Agreement. The Agreement provides for the joint administration, technical support and management of the operations, maintenance, and capital costs associated with all the shared facilities for all of the signatory Districts, along with the methodology for determining the proportionate costs for each District. A listing of Districts' payments and previously approved budgets can be found on the Districts' website at lacs.org/financial-documents. This item is consistent with the Districts' Guiding Principle of commitment to fiscal responsibility and prudent financial stewardship.

Local District Expenses:	
Operations & Maintenance	\$201,070
Total Expenses	<u>\$201,070</u>

5. Adopt Amended Conflict of Interest and Disclosure Code

Summary: At its meeting of February 27, 2024, the Districts' code reviewing body, the Los Angeles County Board of Supervisors, adopted an amended Conflict of Interest Code and Disclosure Categories for the Districts. The amendment consists of revisions of deletion of one position from the code as it no longer exists in the agency, changes to nine position titles, addition of eleven positions to the code, and adds one position under "Officials who manage Public Investments." Pursuant to Government Code 87306, each District Board is required to adopt the amended code.

6. Re: Wastewater Revenue Program
 - (a) Order Wastewater Service Charge Report Containing Description of Each Parcel and Amount of Proposed Wastewater Service Charge for Fiscal Year 2024-25 for Each Parcel; Filed with Clerk of Board of Directors of District
 - (b) Establish, Date, Time, and Place for Public Hearing on Report; Order Publication of Required Public Notices

Summary: Filing of the Service Charge 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 \$14.58 per month (\$175 per year). The rate for fiscal year 2024-25, as previously adopted by the Board of Directors,

6. Contd.

is \$14.92 per month (\$179 per year). A letter discussing the service charge rate, the fiscal year 2024-25 preliminary budget, and related matters, accompanies the agenda. Staff recommends the Public Hearing be held at the Board meeting scheduled for May 15, 2024. 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.

Adjourn

Status Report:

Prior to or during the meeting session, the Chief Engineer and General Manager may update the Directors on various matters concerning the Districts that may be of current interest to the Directors.

Public Comment:

Members of the public may address the Board of Directors on any item shown on the agenda or matter under the Board's authority. A "Request to Address Board of Directors" form is available. In compliance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Secretary to the Boards' Office (562) 908-4288, extension 1100. Notification of 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 35.101 et seq. ADA Title II).

Document Requests:

Links to supporting documents are available online at the time of posting. Agendas and supporting documents or other writings that will be distributed to Board members in connection with matters subject to discussion or consideration at this meeting that are not exempt from disclosure under the Public Records Act are available for inspection following the posting of this agenda at the office of the Secretary to the Boards of Directors located at the Districts' Joint Administration Building, 1955 Workman Mill Road, Whittier, California, 90601, or at the time of the meeting at the address posted on this agenda.

Conflict of Interest Code
of the

Los Angeles County Sanitation Districts

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Exhibit A establishing economic disclosure categories and Exhibit B designating officials and employees shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the Chief Engineer and General Manager; or his or her designee. The agency shall make and retain a copy of the statement filed by its Chief Engineer and General Manager and forward the original of such statement to Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of all statements filed by its Directors*; Assistant Chief Engineer and Assistant General Manager; Chief Accountant; Department Head, Financial Management and all other Designated Positions named in the agency's conflict of interest code, as appropriate. All retained statements, original or copied, shall be available for public inspection and reproduction. (Gov. Code Section 81008).

- * Directors shall be deemed to include Alternates but not to include Directors who are members of the Board of Supervisors of Los Angeles County. Directors who are members of the Board of Supervisors of Los Angeles County are not required to file separate Statements of Economic Interests for this Conflict of Interest Code, since they are classified as 87200 filers making disclosure for their County Supervisor position with the Fair Political Practices Commission.

Los Angeles County Sanitation Districts

Exhibit "A"

CATEGORY 1 – REAL PROPERTY

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2 – INVESTMENTS AND BUSINESS POSITIONS

Persons in this category shall disclose all investments and business positions.

CATEGORY 3 – INCOME AND BUSINESS POSITIONS

Persons in this category shall disclose all income (including gifts, loans, and travel payments) and business positions.

CATEGORY 4 – PUBLIC WORKS PROJECTS, CONSTRUCTION AND TRANSACTIONS

Persons in this category shall disclose all investments, business positions, and income (including gifts, loans, and travel payments), from business entities that perform public works projects or construction services that are utilized by the District(s) and associated with job assignment of the designated position.

CATEGORY 5 – PROCUREMENT OF SERVICES

Persons in this category shall disclose all investments, business positions, and sources of income (including gifts, loans and travel payments), from business entities that provide services that are utilized by the District(s) and associated with the job assignment of the designated position.

CATEGORY 6- PROCUREMENT OF SUPPLIES

Persons in this category shall disclose all investments, business positions, and sources of income (including gifts, loans and travel payments), from business entities that provide supplies, materials, machinery or equipment that are utilized by the District(s) and associated with the job assignment of the designated position.

Los Angeles County Sanitation Districts

Exhibit "A"

CATEGORY 7 – REGULATION, PERMITTING, AND ENFORCEMENT

Persons in this category shall disclose all investments, business positions, and sources of income (including gifts, loans and travel payments), from persons/business entities that are subject to regulatory, permitting, licensing, or enforcement authority of or have an application, permit or license pending before the Districts.

CATEGORY 8 – PROPERTY MANAGEMENT

Persons in this category shall disclose all investments in, business positions, with and sources of income, gifts, loans and travel payments from business entities that are engaged in any real estate services including, but not limited to, real estate appraisal, development, construction, planning/architectural design, engineering, sales, brokerage, leasing, lending, insurance, rights of way, studies, and/or property or facilities management or maintenance, that are utilized by the District (s) and associated with the job assignment of the designated position.

CATEGORY 9 – HUMAN RESOURCES

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any County Sanitation District employee, any representative or association of such employee; and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee's spouse or other financial dependent.

Los Angeles County Sanitation Districts

Exhibit "B"

	<u>Designated Positions</u>	<u>Disclosure Categories</u>
1	Directors and Alternates*	1, 2, 3
2	Department Head, Technical Services	1, 4, 5, 6, 7, 8
3	Department Head, Solid Waste Management	1, 4, 5, 6, 7, 8
4	Department Head, Wastewater Management	1, 4, 5, 6, 7, 8
5	Department Head, Engineering	1, 4, 5, 6, 7, 8
6	Department Head, Facilities Planning	1, 4, 5, 6, 7, 8
7	Human Resources Director	5, 6, 9
8	General Counsel**	1, 2, 3
9	Assistant Departmental Engineer	1, 4, 5, 6, 7, 8
10	Division Engineer, Air Quality Engineering Section, Technical Services	5, 6
11	Division Engineer, Water Quality Section, Technical Services	5, 6
12	Division Engineer, Wastewater Research Section, Technical Services	5, 6
13	Manager of Laboratories, Technical Services	4-7
14	Refuse & Compliance Manager, Technical Services	1, 4-8
15	Environmental Health and Safety Supervisor, Environmental Health and Safety Section, Technical Services	5, 6
16	Superintendent of JWPCP Lab, JWPCP Water Quality Lab, Technical Services	4-7
17	Supervising Engineer, Biosolids Management, Technical Services	4-7
18	Division Engineer, Solid Waste Management	4-7
19	Fleet Manager, Solid Waste Management	5, 6
20	Supervising Engineer, MRFs and Special Projects Engineering, Solid Waste Management	5, 6
21	Project Engineer, Recyclables, Solid Waste Management	5, 6
22	Supervising Engineer, Energy Recovery, Solid Waste Management	5, 6
23	Supervising Engineer, Landfill Engineering, Solid Waste Management	5, 6
24	Division Engineer, Wastewater Management	4-7
25	JWPCP Manager, Wastewater Management	4-7
26	Supervising Engineer, JWPCP Section, Wastewater Management	5, 6
27	Division Engineer, JWPCP Section, Wastewater Management	5, 6

LOS ANGELES COUNTY SANITATION DISTRICTS

Exhibit "B" (Cont'd)

Designated Positions

Disclosure Categories

28	Supervising Engineer, Wastewater Collection Systems Operations & Maintenance, Wastewater Management	5, 6
29	Supervising Engineer, Wastewater Collection Systems Engineering	5, 6
30	Supervising Engineer, Water Reclamation Plants Section, Wastewater Management	5, 6
31	Supervising Engineer, Electrical & Instrumentation Engineering Support Group, Wastewater Management	5, 6
32	Supervising Engineer, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
33	Supervising Industrial Waste Inspector II	7
34	Supervising Industrial Waste Inspector I	7
35	Project Engineer, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
36	Senior Industrial Waste Inspector, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
37	Industrial Waste Inspector I, II, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
38	Division Engineer, Engineering	4-7
39	Supervising Engineer, Resident Engineer, Construction Management Section, Engineering	4-7
40	Project Engineer, Resident Engineer, Construction Management Section, Engineering	4-7
41	Supervising Construction Inspector, Construction Management Section, Engineering	4-7
42	Construction Inspector, Construction Management Section, Engineering	4-7
43	Budget and Finance Manager, Financial Management	4-7
44	Accounting Services Supervisor, Financial Management	4-7
45	Insurance & Claims Coordinator, Financial Management	4, 5, 6, 8

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

Designated Positions

Disclosure Categories

46	Procurement and Risk Manager, Purchasing Section, Financial Management	4, 5, 6, 8
47	Senior Buyer, Purchasing Section, Financial Management	4, 5, 6, 8
48	Buyer, Purchasing Section, Financial Management	4, 5, 6, 8
49	Revenue Collection Supervisor, Financial Management	7
50	Customer Service Specialist (Surcharge), Revenue Collection Group, Financial Management	7
51	Customer Service Specialist (Data Management), Revenue Collection Group, Financial Management	7
52	Customer Service Coordinator (Customer Service), Revenue Collection Group, Financial Management	7
53	Surcharge Assistant, Industrial Waste, Revenue Collection, Financial Management	7
54	Customer Service Representative, Revenue Collection Group, Financial Management	7
55	Division Engineer, Planning & Property Management	1, 4, 5, 7, 8
56	Supervising Engineer, Property Management, Facilities Planning	1, 4, 5, 7, 8
57	Information Technology Manager, Information Technology Section, Facilities Planning	5, 6
58	Division Engineer, Wastewater Planning Section, Facilities Planning	1, 4, 5, 7, 8
59	Division Engineer, Information Services Section, Facilities Planning	5, 6
60	Chief Information Officer	5, 6
61	Legislative Programs Manager	5, 7

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

Designated Positions

Disclosure Categories

62	Environmental Health and Safety Manager	5, 6
63	IW Surcharge Supervisor	7
64	Customer Service Supervisor	7
65	Manager of Construction Management	4-7
66	Wastewater Collection Management	4-7
67	Water Reclamation Plants Manager	4-7
68	Solid Waste Operations and Engineering Manager	4-7
69	Manager of Civil and Mechanical Design	4-7
70	Diversity, Equity and Inclusion Programs Manager	5
71	Consultant/New Positions***	

*Directors shall be deemed to include Alternates but not to include Directors who are members of the Board of Supervisors of Los Angeles County. The jurisdiction for each Director/Alternate is limited to the specific Sanitation District they represent, and not the entire County of Los Angeles. Except for District No. 2 Directors/Alternates who must include in their jurisdiction all the County Sanitation Districts of Los Angeles County.

**General Counsel shall be deemed to be the attorney who regularly attends District Board meetings and under whose directorship the legal affairs of the District are handled.

***Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Chief Engineer and General Manager or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Engineer and General Manager or his or her designee's determination is

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Chief Engineer and General Manager
Assistant Chief Engineer and Assistant General Manager
Deputy Assistant Chief Engineer
Chief Accountant
Departmental Head, Financial Management

EFFECTIVE: 2/28/2024



February 9, 2024

Boards of Directors
Los Angeles County Sanitation Districts

Directors:

Wastewater Revenue Program for Fiscal Year 2024-25

The agendas for the upcoming meetings of the Boards of Directors contain an item regarding the District's service charges for residential, commercial, and small industrial dischargers which are collected on the property tax roll.

Service charge rate ordinances have previously been adopted by the Boards and no changes are being proposed to these ordinances. However, to continue to collect the service charge on the property tax roll the Boards must take certain actions. Specifically, pursuant to state law, the Boards must: (1) order a Service Charge Report be filed with the District Clerk, (2) establish the date, time, and place for a public hearing on the report; and (3) order the publication of the required notices.

BUDGET FOR FISCAL YEAR 2024-25

Enclosed for your review is the preliminary budget for fiscal year 2024-25; a list of user fees; information on the monies set aside in various funds/reserves; and an explanation of terms used in the budget. The funds and reserves were established and funded in accordance with the District's *Wastewater Financial Reserve Policy*. For the Joint Outfall System (JOS) Districts, a preliminary budget for the JOS for fiscal year 2024-25, and information on JOS reserves has also been included to provide more detail on the District's share of Joint Outfall expenses, but will only be adopted by District No. 2, the administrative District for the JOS.

A final budget will be presented to the Board for consideration in June as part of the overall budgetary process, adoption of which will authorize budget appropriations.

SERVICE CHARGE AND SURCHARGE RATES

No change to previously-adopted rates is proposed for fiscal year 2024-25. Multi-family residential units will pay 60% of the adopted single-family home rate and condominiums will pay 75% of the adopted single-family home rate. Likewise, commercial and industrial dischargers will pay in proportion to their use of the wastewater management system compared to a single-family home. Dischargers with verified low water usage (particularly seniors and retirees) may qualify for a reduced charge.

LOW WATER REBATE PROGRAM

Because the cost of metering wastewater discharges from individual parcels is impractical and cost prohibitive, discharges are estimated using standard loading factors based on the size and types of facilities located on the parcel. With the ongoing efforts by local communities to conserve water and install low-flow plumbing fixtures, many parcels may be discharging at lower rates than is currently estimated. The Districts' low water rebate program allows parcel owners to apply for a reduction in their service charge rate based on their actual water usage. Staff has conducted a concerted public outreach program, including information on the program in our Proposition 218 notices, newspaper advertisements, and the Districts' website, to ensure that parcel owners are aware of the program.

SUMMARY OF REQUIRED ACTIONS

As previously discussed, the Board must order the filing of a Service Charge Report (enclosed) with the District Clerk. The Boards must also schedule a public hearing and instruct the District Clerk to publish newspaper notices to inform the public of the hearing. After the close of its public hearing, the Boards will consider adoption of the Service Charge Report, as is required under the California Health and Safety Code for the District to continue to collect the previously approved wastewater service charge as a separate line item on the property tax roll. This is the most cost-effective and efficient means of collecting the service charges. It is recommended that the public hearing be set for the date, time and location listed on the agenda.

At the June Board meetings, final budgets will be presented to the Boards of Directors for consideration as part of the overall budgetary process, adoption of which will authorize budget appropriations. In addition, the Boards must take certain administrative actions that are required of all agencies that receive ad valorem taxes. These include establishing by resolution the amount of the tax levy Districts will request from the Los Angeles County Tax Collector and adopting a limit on authorized expenditures of tax proceeds.

Very truly yours,



Robert C. Ferrante

RCF:gc
Enclosures

**COUNTY SANITATION DISTRICT NO. 5
SERVICE CHARGE REPORT FOR FISCAL YEAR 2024-25**

INTRODUCTION

County Sanitation District No. 5 of Los Angeles County encompasses all or portions of the cities of Culver City, El Segundo, Gardena, Hawthorne, Inglewood, Lawndale, Lomita, Los Angeles, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills, Rolling Hills Estates, and Torrance and unincorporated Los Angeles County.

District No. 5 is one of seventeen (17) contiguous sanitation districts within the urbanized Los Angeles Basin signatory to the Amended Joint Outfall Agreement. These Districts, known as the Joint Outfall Districts, have formed a regional wastewater management system known as the Joint Outfall System. This regional system provides for operation and maintenance of large sewers, pumping plants, inland water reclamation plants, and the Joint Water Pollution Control Plant. These services are essential to protect the public health of the people served by the system.

District No. 5, as a member of the Joint Outfall System, must provide a proportionate share of the revenue required to operate and maintain the facilities. Additionally, District No. 5 is responsible for any costs associated with the local sewers and pumping plants that are owned by District No. 5 and are solely for its benefit. The general revenue sources currently available to the District include a pro rata share of the ad valorem (property) taxes, service charges, industrial wastewater surcharges, grants, state low-interest loans, interest income, contract revenue and reserves. Any surplus will be transferred to designated reserves to meet targeted reserve requirements.

PROPOSED SYSTEM DESCRIPTION

The supplemental revenue required under the *Master Service Charge Ordinance of County Sanitation District No. 5 of Los Angeles County* will be allocated among classes of developed parcels of real property on the basis of use of the sewerage system. The revenue derived from the service charge will be used for operation and maintenance and capital costs.

All industrial dischargers in District No. 5 discharging more than 1.0 million gallons per year are required to file a wastewater surcharge statement as prescribed in the Wastewater Ordinance to pay their appropriate share of the costs based on their use of the sewerage system. All other users of the sewerage system, except for contractual and local government users, will pay service charges.

The basic term used to define the service charge is a sewage unit. A sewage unit represents the average daily quantity of sewage flow and strength from a single-family home measured in terms of flow, chemical oxygen demand, and suspended solids. The number of sewage units (SU) per unit of measure shall be determined by the following formula:

$$\text{SU} = A \left(\frac{\text{FLOW}_{\text{avg}}}{\text{FLOW}_{\text{sfh}}} \right) + B \left(\frac{\text{COD}_{\text{avg}}}{\text{COD}_{\text{sfh}}} \right) + C \left(\frac{\text{SS}_{\text{avg}}}{\text{SS}_{\text{sfh}}} \right)$$

where:

- A = The proportion of the total operation and maintenance and capital costs required for conveyance, treatment, and disposal of wastewater for the fiscal year which is attributable to flow;
- B = The proportion of the total operation and maintenance and capital costs required for conveyance, treatment, and disposal of wastewater for the fiscal year which is attributable to COD;

- C = The proportion of the total operation and maintenance and capital costs required for conveyance, treatment, and disposal of wastewater for the fiscal year which is attributable to suspended solids;
- FLOW_{sfn} = Average flow of wastewater from a single-family home in gallons per day;
- COD_{sfn} = Average loading of COD in the wastewater from a single-family home in pounds per day;
- SS_{sfn} = Average loading of suspended solids in the wastewater from a single-family home in pounds per day;
- FLOW_{avg} = Estimated flow of wastewater which will enter the sewerage system from a user in gallons per day;
- COD_{avg} = Estimated loading of COD which will enter the sewerage system from a user in pounds per day;
- SS_{avg} = Estimated loading of suspended solids which will enter the sewerage system from a user in pounds per day.

For fiscal year 2024-25, the proportions of the total operation and maintenance and capital costs attributable to flow, chemical oxygen demand, and suspended solids have been assigned the following values:

A	=	0.3049
B	=	0.3348
C	=	0.3603

The service charge for each sewage unit is determined by dividing the total required supplemental revenue by the total number of sewage units in the District. The service charge for each parcel is determined by multiplying the service charge for each sewage unit by the number of sewage units attributable to the parcel, which in turn, is determined by the class of real property and the sewage unit formula and the flow, COD and SS loadings from Table 1, which shows the corresponding value for each class of real property in District No. 5.

Based upon presently anticipated sources of funds, the service charge rate for fiscal year 2024-25 is \$179 per sewage unit. Parcels with significantly lower water usage may be eligible for a reduced rate pursuant to the terms of the *Master Service Charge Ordinance of County Sanitation District No. 5 of Los Angeles County*.

DESCRIPTION OF PARCELS RECEIVING SERVICES AND IDENTIFICATION OF AMOUNT OF CHARGE FOR EACH PARCEL

All parcels of real property within the 2024-25 Tax Rate Areas as shown in Table 2 are receiving or benefiting from the services and facilities of District No. 5. Additionally, the parcels listed in Table 3, which do not fall within the Tax Rate Areas shown in Table 2, are receiving or benefiting from the services and facilities of District No. 5. Said parcels are more particularly described in maps prepared in accordance with Section 327, Revenue and Taxation Code, which are on file in the office of the County Assessor, which maps are hereby incorporated herein by reference.

All commercial and institutional parcels assessed a service charge based on the Los Angeles County Assessor's current tax roll shall be charged on the basis of not less than one (1.0) sewage unit.

No charge shall be imposed on the owner or owners of any parcels as to which the fair market value of improvements is less than \$1,000 as determined on the basis of the Assessor's current tax roll. This assumption is predicated on the fact that this type of parcel would be a vacant piece of land; however, should subsequent evaluation reveal that the property is not vacant, then an appropriate service charge would be levied.

**TABLE 1
LOADINGS FOR EACH CLASS OF LAND USE**

<u>DESCRIPTION</u>	<u>UNIT OF MEASURE</u>	<u>FLOW (Gallons per Day)</u>	<u>COD (Pounds per Day)</u>	<u>SUSPENDED SOLIDS (Pounds per Day)</u>
RESIDENTIAL				
Single Family Home	Dwelling Unit	260	1.22	0.59
Condominiums	Dwelling Unit	195	0.92	0.44
Multi-Unit Residential	Dwelling Unit	156	0.73	0.35
Mobile Home Parks	No. of Spaces	156	0.73	0.35
COMMERCIAL				
Hotel/Motel/Rooming House	Room	125	0.54	0.28
Store	1000 ft ²	100	0.43	0.23
Supermarket	1000 ft ²	150	2.00	1.00
Shopping Center	1000 ft ²	325	3.00	1.17
Regional Mall	1000 ft ²	150	2.10	0.77
Office Building	1000 ft ²	200	0.86	0.45
Medical, Dental, Veterinary Clinic or Building	1000 ft ²	300	1.29	0.68
Restaurant	1000 ft ²	1,000	16.68	5.00
Indoor Theatre	1000 ft ²	125	0.54	0.28
Car Wash				
Tunnel - No Recycling	1000 ft ²	3,700	15.86	8.33
Tunnel - Recycling	1000 ft ²	2,700	11.74	6.16
Wand	1000 ft ²	700	3.00	1.58
Bank, Credit Union	1000 ft ²	100	0.43	0.23
Service Shop, Vehicle Maintenance & Repair Shop	1000 ft ²	100	0.43	0.23
Animal Kennels	1000 ft ²	100	0.43	0.23
Gas Station	1000 ft ²	100	0.43	0.23
Auto Sales	1000 ft ²	100	0.43	0.23
Wholesale Outlet	1000 ft ²	100	0.43	0.23
Nursery/Greenhouse	1000 ft ²	25	0.11	0.06
Manufacturing	1000 ft ²	200	1.86	0.70
Light Manufacturing	1000 ft ²	25	0.23	0.09
Lumber Yard	1000 ft ²	25	0.23	0.09
Warehousing	1000 ft ²	25	0.23	0.09
Open Storage	1000 ft ²	25	0.23	0.09
Drive-in Theatre	1000 ft ²	20	0.09	0.05
Night Club	1000 ft ²	350	1.50	0.79
Bowling/Skating	1000 ft ²	150	1.76	0.55
Club & Lodge Halls	1000 ft ²	125	0.54	0.27
Auditorium, Amusement	1000 ft ²	350	1.50	0.79
Golf Course and Park (Structures and Improvements)	1000 ft ²	100	0.43	0.23
Campground, Marina, Recreational Vehicle Park	Sites, Slips, or Spaces	55	0.34	0.14
Convalescent Home	Bed	125	0.54	0.28
Horse Stables	Stalls	25	0.23	0.09
Laundromat	1000 ft ²	3,825	16.40	8.61

<u>DESCRIPTION</u>	<u>UNIT OF MEASURE</u>	<u>FLOW (Gallons per Day)</u>	<u>COD (Pounds per Day)</u>	<u>SUSPENDED SOLIDS (Pounds per Day)</u>
COMMERCIAL				
Mortuary, Funeral Home	1000 ft ²	100	1.33	0.67
Health Spa, Gymnasium	1000 ft ²	600	2.58	1.35
With Showers	1000 ft ²	300	1.29	0.68
Without Showers	1000 ft ²	300	1.29	0.68
Convention Center, Fairground, Racetrack, Sports Stadium/Arena	Average Daily Attendance	10	0.04	0.02
INSTITUTIONAL				
College/University	Student	20	0.09	0.05
Private School	1000 ft ²	200	0.86	0.45
Library, Museum	1000 ft ²	100	0.43	0.23
Post Office (Local)	1000 ft ²	100	0.43	0.23
Post Office (Regional)	1000 ft ²	25	0.23	0.09
Church	1000 ft ²	50	0.21	0.11

**TABLE 2
TAX RATE AREAS IN SANITATION DISTRICT NO. 5**

000019	000020	000025	000061	000063
000066	000070	000071	000072	000102
000107	000108	000129	000131	000132
000133	000134	000135	000136	000148
000149	000151	000158	000159	000160
000161	000164	000179	000180	000181
000189	000190	000192	000197	000234
000263	000296	000302	000303	000304
000309	000366	000367	000470	000487
000489	000497	000500	000502	000561
000562	000565	000574	000576	000578
000580	000581	000582	000583	000622
000759	000763	000765	001203	001204
001208	001220	001221	001224	001225
001226	001228	001229	001236	001242
001314	001352	001371	001372	001380
001381	001382	001383	001384	001385
001386	001387	001388	001389	001390
001391	001395	001400	001423	001465
001468	001470	001474	001476	001480
001481	001483	001484	001485	001486
001488	001490	001491	001492	001493
001494	001495	001496	001498	001500
001505	001528	001530	001531	001534
001541	001544	001546	001548	001550
001551	001552	001554	001556	001557
001558	001559	001560	001564	001565
001566	001568	001570	001577	001581
001584	001585	001587	001588	001590
001592	001595	001597	001600	001607

001624	001626	001636	001647	001657
001658	001661	001666	001669	001671
001674	001684	001691	001741	001780
001781	001782	001801	002397	003711
003712	003800	003918	003919	004251
004253	004254	004255	004256	004257
004258	004259	004260	004261	004262
004263	004264	004265	004285	004288
004290	004291	004295	004317	004329
004335	004559	004560	004561	004562
004563	004564	004565	004566	004567
004568	004569	004570	004571	004572
004573	004574	004575	004577	004578
004579	004580	004581	004586	004587
004588	004589	004590	004591	004592
004593	004594	004595	004596	004598
004599	004602	004604	004607	004609
004611	004612	004617	004620	004623
004625	004628	004633	004644	004648
004649	004650	005143	005144	005145
005146	005147	005148	005150	005154
005163	005164	005165	005167	005168
005171	005173	005175	005176	005177
005178	005180	005182	005197	005206
005207	005208	005209	005210	005219
005223	005224	005225	005230	005231
005232	005236	005237	005241	005791
006155	006156	006165	006166	006275
006276	006408	006420	006504	006607
006610	006861	006862	007084	007085
007087	007088	007089	007090	007091
007092	007095	007097	007100	007101

007102	007103	007107	007109	007110
007113	007114	007115	007116	007118
007121	007124	007125	007127	007128
007130	007131	007132	007133	007134
007135	007136	007145	007146	007147
007148	007155	007164	007177	007179
007188	008051	008058	008059	008060
008061	008062	008064	008066	008067
008084	008398	009325	009326	009327
009328	009329	009330	009331	009332
009333	009334	009335	009337	009338
009339	009340	009346	009350	009352
009364	009382	009384	009833	009851
009852	009853	009854	009855	009856
009860	009861	009868	009869	009872
009873	009878	009880	009882	009884
009885	009887	009888	009891	009892
009896	009897	009898	009899	010302
010550	010583	010584	010585	010586
010587	010588	010788	010789	010790
010839	011525	011597	011598	011712
011713	011714	011715	011716	011717
011719	011852	011921	011922	011923
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011929	011963	012049	012050	012051
012052	012416	012417	012420	012421
012507	012508	012509	012510	012511
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012711	012852	012855	012865	012866
012867	012884	012908	013167	013168
013169	013175	013265	013266	013267
013268	013269	013270	013271	013276

013455	013541	013811	014122	014349
014384	014520	014589	014590	014651
014680	014681	014682	014755	014756
014757	014790	014943	014945	014990
014991	014992	014993	014996	015019
015255	015263	015316	015486	015487
015803	015804	015827	015932	015935
015936	015937	015938	016113	016114
016115	016116	016117	016118	016171
016183	016213	016214	016215	016263
016284	016428	016429	016430	016431
016432	016475	016479	016480	016481
016497	016563	016564	016592	016593
016718	016737	016738	016739	016740
016802	016803	016804	016805	016806
016807	016808	016809	016864	016865
016910	016912	016913	016914	016915
016916	016917	016977	016978	017038
017039	017147	017148	017191	017207
017209	017210	017211	017218	017219
017220	017221			

**TABLE 3
 PARCEL NUMBERS SERVED BY SANITATION DISTRICT NO. 5
 OUTSIDE OF TAX RATE AREAS**

4012021045	4150004024	4150004025	5011005005	5015034001	5015034002
5015034003	5015034004	5015034005	5015034006	5015034007	5015034008
5015034009	5015034010	5015034011	5015034012	5015034013	5015034014
5015034015	5015034016	5015034017	5015034018	5015034019	5015034020
5015034021	5015034022	5015034023	6090009031	7562002005	7562002006
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7562002013	7562002014	7562002015	7562002016	7562002017	7562002018
7562002019	7562002020	7562002021	7562002022	7562002023	7562002024
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7562003007	7562003008	7562003009	7562003010	7562003011	7562003012
7562003013	7562003014	7562003015	7562003016	7562003017	7562003018
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7562004011	7562004012	7562004013	7562004014	7562004015	7562004016
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7562011008	7562011009	7562011015	7562011016	7562011017	7562011018
7562011019	7562011020	7562011021	7562011022	7562011023	7562011024
7562011025	7562012001	7562012002	7562013011	7562014007	7562014008
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7562017007	7562017008	7562017009	7562017010	7562017011	7562017012
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7562018004	7562018005	7562018006	7562018007	7562018008	7562018009
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7562022016	7562022017	7562022018	7562022019	7562022020	7562022021
7562022022	7562022023	7562022024	7562022025	7562022026	7562022027
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7562023003	7562023004	7562023005	7562023006	7562023007	7562023008
7562023009	7562023010	7562023011	7562023012	7562023013	7562023014
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7562023021	7562023022	7562023023	7562023024	7562023025	7562023026
7562023027	7562023028	7562023029	7562023030	7562023031	7562023032
7562023033	7562023034	7562024001	7562024002	7562024003	7562024004
7562024005	7562024006	7562024007	7562024008	7562024009	7562024010
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7562024017	7562024018	7562024019	7562024020	7562024021	7562024022
7562024023	7562024024	7562024025	7562024026	7562024027	7562024028
7562024029	7562024030	7562024031	7562024032	7562024033	7562024034
7562024035	7562024036	7562025001	7562025002	7562025003	7562025004
7562025007	7562025008	7562025009	7562025010	7562025011	7562025012
7562025013	7562025014	7562025015	7562025016	7562025017	7562025018
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7562025025	7562025026	7562025027	7562025028	7562025029	7562025030
7562025031	7562025032	7562025033	7562025034	7562025035	7562025036
7562025037	7562025038	7562025039	7562025040	7562025041	7562025042
7562025043	7562025044	7562025049	7562025050	8940345001	8940345159

8940345160	8940345162	8940345163	8940345164	8940345165	8940345166
8940345167	8940345168	8940345169	8940345170	8940345171	8940345172
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8940345186	8940345187	8940345188	8940345189	8940345190	8940345191
8940345192	8940345193	8940345194	8940345195	8940345196	

**County Sanitation District No. 5 of Los Angeles County
Preliminary Operating Fund Budget (\$ in thousands)
Fiscal Year 2024-25**

	Adopted 2023-24 ⁽¹⁾	Proposed 2024-25 ^{(1) (2)}
<u>Starting Balance</u>	\$ 17,996	\$ 31,094
 <u>Sources of Funds</u>		
Service Charge	\$ 46,623	\$ 48,013
Total Operating Revenue	46,623	48,013
Ad Valorem Tax Revenue	15,977	17,572
Interest	282	777
Total Non-Operating Revenue	16,259	18,349
 Total Sources of Funds	\$ 62,882	\$ 66,362
 <u>Use of Funds</u>		
Joint Outfall Operations	\$ 51,293	\$ 58,497
Other Operational Expenditures	72	73
Operations and Maintenance Expense	51,365	58,570
Joint Outfall Capital	8,754	3,802
Capital Expense	8,754	3,802
Transfers to Joint Outfall System	6,720	-
Transfers Out	6,720	-
 Total Use of Funds	\$ 66,839	\$ 62,372
 <u>Ending Balance</u>	\$ 14,039	\$ 35,084

(1) The Adopted FY 23-24 Budget is presented as adopted by the Board in 2023. The ending balance reflects the estimate at that time, and therefore may not match the current estimated starting balance for the Proposed FY 24-25 Budget.

(2) District only has operating fund.

**County Sanitation District No. 5 of Los Angeles County
Wastewater Budget Rate and Other Information Summary
Fiscal Year 2024-25**

	<u>Adopted 2023-24</u>	<u>Proposed 2024-25</u>
<u>Service Charge Rate (\$ per Sewage Unit)</u>	175.00	179.00
<u>Industrial Waste (Surcharge) Rates</u>		
Flow (\$ per MGY)	839.00	865.00
COD (\$ per 1000 lbs)	167.80	173.00
SS (\$ per 1000 lbs)	401.30	413.90
Peak Flow (\$ per gpm)	114.80	118.40
Short Form Rate (\$ per million gallon per year)	3,709.51	3,824.92
Liquid Waste Disposal (\$ per 100 gallon)	5.50	5.70
<u>Total Connection Fee Rate (\$ per Capacity Unit)</u>	1,745.00	1,749.00
<u>Projected Sewage Units</u>		
Residential/Commercial	266,418	268,228
Contract In	0.00	20
Contract Out	-2,425	-2,444
Total Served Sewage Units	<u>263,993</u>	<u>265,804</u>

**Joint Outfall System
Preliminary Operating Fund Budget (\$ in thousands)
Fiscal Year 2024-25**

	Adopted 2023-24 ⁽¹⁾	Proposed 2024-25 ⁽¹⁾
Starting Balance	\$ 297,791	\$ 397,211
 Sources of Funds		
Industrial Waste Charges	\$ 64,909	\$ 66,982
Operating Payments by Districts	331,563	376,429
Contract Revenue	5,185	5,629
Agricultural and Recycled Water Sales	9,784	10,405
Total Operating Revenue	411,440	459,445
 Interest	 7,636	 9,971
Total Non-Operating Revenue	7,636	9,971
 Loan Proceeds	 141,647	 102,442
Bond Proceeds	145,775	286,000
Capital Payments by Districts	56,585	24,466
Total Capital Revenue	344,007	412,908
 Transfers from Designated Funds	 271,965	 80,117
Transfers from Restricted Funds	166,547	-
Transfers from Districts	7,654	1,626
Total Transfers In	446,167	81,743
 Total Sources of Funds	\$ 1,209,250	\$ 964,068
 Use of Funds		
Joint Administration Operations	\$ 115,111	\$ 120,873
Sewer System Operations	60,931	81,406
Treatment Plant Operations	214,640	237,592
Composting Facility Operations	16,216	16,224
Contract Disposal Operations ⁽²⁾	1,863	-
Other Operational Expenditures	10,317	13,321
Operations and Maintenance Expense	419,077	469,416
 Joint Administration Capital	 16,377	 22,609
Sewer System Capital	158,280	145,437
Treatment Plant Capital	276,090	170,859
Composting Facility Capital	375	-
Field Office Capital	2,150	1,000
Contract Disposal Capital	698	591
Capital Expense	453,969	340,496
 Loan Repayment	 600	 5,859
Bond Repayment	10,733	10,733
Debt Service	11,333	16,592
 Total Use of Funds	\$ 884,379	\$ 826,504
 Ending Balance	\$ 622,662	\$ 534,775

(1) The Adopted FY 23-24 Budget is presented as adopted by the Board in 2023. The ending balance reflects the estimate at that time, and therefore may not match the current estimated starting balance for the Proposed FY 24-25 Budget.

(2) Contract Disposal Operations is included in the Other Operational Expenditures line in the preliminary 2024-25 budget, and will be separated for final budgets.

**Joint Outfall System
Reserve Funds Proposed Budget (\$ in thousands)
Fiscal Year 2024-25**

	Unrestricted	Designated			Restricted		Total
	Operating	Emergency	O&M Financial Stability	Capital Projects Financial Stability	Capital Improvement	Closure/ Postclosure Reserves	
Starting Balance	\$ 397,211	13,223	170,735	100	667	474	582,410
Operating Revenue	459,445	-	-	-	-	-	459,445
Non-Operating Revenue	9,971	331	4,268	3	17	12	14,601
Capital Revenue	412,908	-	-	-	8,596	-	421,504
Transfers In	81,743	319	-	-	-	-	82,063
Operations and Maintenance Expense	469,416	-	-	-	-	-	469,416
Capital Expense	340,496	-	-	-	-	-	340,496
Debt Service	16,592	-	-	-	-	-	16,592
Transfers Out	-	-	80,434	3	-	-	80,437
Ending Balance	<u>534,775</u>	<u>13,873</u>	<u>94,570</u>	<u>100</u>	<u>9,279</u>	<u>486</u>	<u>653,082</u>

Sanitation Districts of Los Angeles County

Wastewater Budget Explanation and Glossary of Terms

Fiscal Year 2024-25

INTRODUCTION

The budget package for each District consists of the following sections: Note that some sections may not apply for certain Districts.

- **Operating Fund Wastewater Budget:** Details of the sources and uses of funds for the Operating Fund, which is the only Unrestricted Reserve fund as described in the District’s wastewater reserve policy. The budget for the upcoming fiscal year is compared to the final adopted budget for the current fiscal year.
- **Proposed Capital Projects:** Shows major capital projects budgeted expenditures for the fiscal year. Note this section may be omitted from the preliminary budget package or if a District has no major capital projects.
- **Designated and Restricted Reserve Budget:** Provides beginning and ending balances of each category of reserves along with major inflows to and outflows from that reserve.
- **Rate and Other Information Summary:** Shows current and budgeted rates for the various user fees; summary of projected sewage units; and other metrics.

TERMS USED IN THE BUDGET

Below are explanations of budget line items and other terms used in the budgets. *Note that some terms may not apply for certain Districts.*

Ad Valorem Taxes Revenue	The District’s share of Ad Valorem (property) taxes paid by property owners in the District.
Agricultural and Recycled Water Sales Revenue	Sales of reclaimed water.
Bond Proceeds	Funds received from the issuance of bonds.
Bond Repayment	Interest and principal payments toward bond debt.
Capital Payments by Districts	Payments received by Joint Outfall System Districts to be used toward Joint Outfall system’s capital expenditures.
Composting Facility Capital Expenditures	Capital expenditures related to upgrade, repair, or expansion of composting facilities.
Composting Facility Operations and Maintenance Expenditures	Expenditures related to operating and maintaining composting facilities.
Contract Disposal Capital Expenditures	Capital expenditures related to conveyance and treatment of wastewater performed by another entity.

Contract Disposal Operations and Maintenance Expenditures	Expenditures related to the operation and maintenance for conveyance and treatment of wastewater performed by another entity.
Contract Revenue	Commodity and energy revenue; leases; and other similar sources of revenue.
District Sewer System Capital Expenditures	Capital expenditures related to rehabilitation or expansion of the District's sewers and pumping plants.
District's Sewer System Operations Expenditures	Expenditures related to operating and maintaining the District's sewers and pumping plants.
Field Office Capital Expenditures	Capital expenditures related to upgrade, repair, or expansion of field offices.
Grant Revenue	Grant proceeds received toward capital projects, primarily state and/or federal grants.
Industrial Waste Revenue	Fees paid by large industrial users of the District's wastewater system.
Interest Revenue	Interest generated by District's Reserves.
Joint Administration Capital Expenditures	The District's share of Joint Capital Expenses minus Joint Capital Revenues.
Joint Administration Operations Expenditures	The District's share of Joint Administration Operating Expenditures less any operational or non-operational Joint Administration Revenues.
Joint Outfall Capital Expenditures	The District's share of the Joint Outfall system capital payment.
Joint Outfall Operations Expenditures	The District's share of Joint Outfall System Operating Expenditures less any operational or non-operational Joint Outfall System Revenues.
Loan Proceeds	Funds received from loans taken out to finance capital projects, primarily State Revolving Fund Clean Water Loans.
Loan Repayment	Interest and principal payments toward loans, primarily State Revolving Fund Clean Water Loans.
Operating Fund Ending Balance	Projected balance in the Operating Fund as of June 30 at the end of the fiscal year shown.
Operating Fund Starting Balance	Projected cash balance in the Operating Fund as of July 1 at the beginning of the fiscal year shown.

Operating Payments by Districts	Payments received by Joint Outfall System Districts to be used for Joint Outfall system's net operating expenditures.
Other Capital Expenditures	Capital expenditures not related to District's sewers, treatment plants, composing facilities, field offices, or contract disposal.
Other Operational Expenditures	The District's operational expenditures that are not directly related to the District's facilities, such as insurance, annexations, and certain regulatory work.
Service Charge Revenue	Fees paid by residential, commercial, and small industrial users of the District's wastewater system. These fees are generally collected on the property tax bill as a separate line item.
Total Served Sewage Units	Total number of Sewage Units (single family home equivalent dischargers) that are served by treatment plants owned by the Districts.
Transfers from Designated Funds	Funds transferred from Designated Funds when projected operating reserve balance is below target; these funds are to be used toward operating expenditures.
Transfers from Districts	Payments received from Joint Outfall System Districts to fund the Joint Outfall reserves per June 1, 2022, Joint Outfall Agreement.
Transfers from Restricted Funds	Funds transferred from Restricted Funds to be used toward capital expenditures.
Transfers to Designated Reserves	Surplus funds at the end of the fiscal year not required for operating or cash-flow purposes that are transferred to designated reserves. Designated reserves are primarily used to help stabilize future rates and to set aside funds for future capital projects.
Transfers to Joint Outfall System	Individual District's contribution to the Joint Outfall System reserves per June 1, 2022, Joint Outfall Agreement.
Treatment Plant Capital Expenditures	Capital expenditures related to upgrade, repair, or expansion of treatment plants.
Treatment Plant Operations Expenditures	Expenditures related to operating and maintaining treatment plants.