

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
COUNTY SANITATION DISTRICT NO. 28
HELD AT THE OFFICE OF THE DISTRICT;
AND AT THE LA CANADA CITY HALL

March 27, 2024
1:30 o'clock, P.M.

The Board of Directors of County Sanitation District No. 28 of Los Angeles County met in regular session via teleconference.

There were present: Kim Bowman, Director from La Cañada Flintridge, via teleconference
Keith Eich, Director from La Cañada Flintridge, via teleconference
Richard B. Gunter III, Director from La Cañada Flintridge, via teleconference

Absent: Michael T. Davitt, Chairperson, Director from La Cañada Flintridge
Teresa "Terry" Walker, Director from La Cañada Flintridge

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

Upon motion of Director Gunter, duly seconded and unanimously carried, Director Eich was elected Chairperson pro tem.

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 Gunter, duly seconded and unanimously carried by a roll-call vote, the minutes of the regular meeting held February 28, 2024, were approved.

RE: DISTRICT EXPENSES The following expenses for the month of December 2023, were presented and upon motion of Director Gunter, duly seconded and unanimously carried by a roll-call vote, were approved:

Local District Expenses:	
Operations & Maintenance	<u>\$9,737</u>
Total Expenses	<u>\$9,737</u>

RE: AMENDED CONFLICT OF INTEREST AND DISCLOSURE CODE APPROVE AND ADOPT The Chief Engineer and General Manager stated that government code requires that the Districts has a Conflict of Interest (COI) Code and Disclosure (Form 700), which is overseen by Los Angeles County. The Los Angeles County Board of Supervisors recently approved the Districts' COI and Disclosure. Each District must consider approval of the COI and Disclosure. He advised that 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.

Upon motion of Director Gunter, duly seconded and unanimously carried by a roll-call vote, the Board of Directors of County Sanitation District No. 28 of Los Angeles County approved and adopted an amended Conflict of Interest and Disclosure Code, a copy of which is on file in the Office of the District and all the provisions of which are incorporated herein as though fully set forth. The amended code supersedes the Conflict of Interest and Disclosure Code previously adopted by this Board.

RE: SERVICE CHARGE REPORT RECEIVE AND ORDER FILED SET PUBLIC HEARING FOR MAY 22, 2024, AND GIVE REQUIRED NOTICE Prior to meeting in regular session, the Chief Engineer and General Manager updated the Directors on the Districts' wastewater rates for the various Boards meeting today, as recorded in the Status Report presented on this date.

A report titled *County Sanitation District No. 28 Service Charge Report for Fiscal Year 2024-25*, 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.

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 \$0 per month (\$0 per year). The rate for fiscal year 2024-25 as previously adopted by the Board of Directors, is \$0 per month (\$0 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 8, 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.

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 a public hearing be set for May 22, 2024, 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 proposed service charge and its collection on the property tax roll. After the public hearing is closed, the Board must consider adoption of the Service Charge Report and introduction of ordinances establishing the service charge rates and providing for the collection of the service charge on the property tax roll.

BE IT RESOLVED, that the Board does hereby fix May 22, 2024, 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. 28 Service Charge Report for Fiscal Year 2024-25*, the proposed service charge 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 Service Charge Report and the time and place of the public hearing to be published once a week for two successive weeks in the *La Canada Valley Sun*, a weekly newspaper printed and published within the District, and in such other publications as are deemed appropriate by the Chief Engineer and General Manager.

Upon motion of Director Gunter, duly seconded and unanimously carried by a roll-call vote, the *County Sanitation District No. 28 Service Charge Report for Fiscal Year 2024-25* was ordered filed with the Clerk of the District.

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

MICHAEL DAVITT
Chairperson

ATTEST:

KIMBERLY S. CHRISTENSEN
Secretary

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