

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
COUNTY SANITATION DISTRICT NO. 9
HELD AT THE OFFICE OF THE DISTRICT
VIA TELECONFERENCE

June 24, 2020
1:30 o'clock, P.M.

The Board of Directors of County Sanitation District No. 9 of Los Angeles County met in regular session via teleconference.

There were present: Joe Buscaino, Alternate Director from Los Angeles City
Sheila Kuehl, Chairperson, Alternate Director from Los Angeles County

Absent: Kathryn Barger, Director from Los Angeles County

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

RE: MINUTES Upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, the minutes of the special meeting held March 25, 2020, were approved.

RE: DISTRICT EXPENSES The following expenses for the months of February, March, and April 2020 were presented and upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, were approved:

Local District Expenses:	
Operations & Maintenance (O & M)	\$26,659.08
Capital	8,113.00
Allocated Expenses:	
Joint Administration	<u>2,458.09</u>
Total Expenses	<u>\$37,230.17</u>

RE: PURCHASING POLICY RESOLUTIONS - ADOPT The proposed *Rules, Regulations and Policies for the Purchase or Lease of Materials, Supplies, Equipment, Services, and Construction Projects and for the Sale and Disposition of Districts' Property* (Purchasing Policy), *Resolution of the Board of Directors of County Sanitation District No. 9 of Los Angeles County Electing to Become Subject to the Uniform Public Construction Cost Accounting Procedures*, and *Resolution of the Board of Directors of County Sanitation District No. 9 of Los Angeles County to Provide Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act* were presented. The Districts' Purchasing Policy establishes rules for the purchase of materials, supplies, and services. In October 2019, the Personnel Committee endorsed proceeding with revisions as recommended by staff. The revisions will keep current with sound procurement practices; provide consistency with state laws; formalize existing practices; increase transparency and efficiency; and increase board approval limits consistent with inflation since the last revision. The revised Purchasing Policy also aligns the Districts' efforts to increase participation of small and disadvantaged business with those of the County of Los Angeles. In addition, the revised Purchasing Policy incorporates the provisions of the California Uniform Public Construction Cost Accounting Act (CUPCCAA), which requires the Resolutions in order to implement those provisions. This item is consistent with the Districts' Guiding Principle of commitment to fiscal responsibility and prudent financial stewardship. Copies of the proposed Resolutions were attached to the agenda. A recommendation was made to adopt the Resolutions.

Upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, the *Rules, Regulations and Policies for the Purchase or Lease of Materials, Supplies, Equipment, Services, and Construction Projects and for the Sale and Disposition of Districts' Property* (Purchasing Policy), *Resolution of the Board of Directors of County Sanitation District No. 9 of Los Angeles County Electing to Become Subject to the Uniform Public Construction Cost Accounting Procedures*, and *Resolution of the Board of Directors of County Sanitation District No. 9 of Los Angeles County to Provide Informal Bidding Procedures Under the Uniform Public Construction Cost Accounting Act* were adopted.

RE: SERVICE CHARGE PROGRAM
HOLD PUBLIC HEARING ON
SERVICE CHARGE REPORT AND
COLLECTION ON TAX ROLL

The Board was advised that holding a public hearing and then adopting the Service Charge Report is required each year in order to collect the wastewater service charge on the property tax roll. The current service charge rate per single-family home (SFH) is \$6.50 per month (\$78 per

year) and no change is being proposed for fiscal year 2020-21. A letter discussing this matter, together with a copy of the Service Charge Report, the final budget for the District, and a budget explanation and glossary, accompanied the agenda. 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 accordance with Section 5473.1 of the Health and Safety Code of the State of California, the *County Sanitation District No. 9 Service Charge Report for Fiscal Year 2020-21* was filed on March 25, 2020, and publication of two newspaper notices for today's public hearing were published in *The Daily Breeze*, a daily newspaper.

The Chairperson opened a public hearing on the Service Charge Report for County Sanitation District No. 9 of Los Angeles County. In response to the Chairperson's question, the Chief Engineer and General Manager reported that the District has received no correspondence or telephone calls on the Service Charge Report.

The Chairperson announced this was the time for any presentations by members of the public. There being none, the Chairperson closed the public hearing.

RE: SERVICE CHARGE PROGRAM
ADOPT SERVICE CHARGE REPORT

Following a public hearing, upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, the Board of Directors of County

Sanitation District No. 9 of Los Angeles County approved and adopted *County Sanitation District No. 9 Service Charge Report for Fiscal Year 2020-21*, filed with the Board on March 25, 2020.

RE: APPROPRIATIONS LIMIT
FOR FISCAL YEAR 2020-21
ESTABLISH AND ADOPT

A letter discussing the 2020-21 fiscal year budget matters accompanied the agenda. Since November 1979, the State Constitution has placed a limit, on the authorization to expend the proceeds of taxes levied by state and local

governments in California. In January 1981, the Government Code was amended to require the governing body of each local jurisdiction to establish, by resolution, an appropriations limit for each fiscal year. The documentation used in the determination of the appropriations limits must be available 15 days prior to this action being taken. The method by which the Districts' appropriations limits were calculated has been available to the public at the Districts' Joint Administration Office since May 20, 2020, and was provided to the Directors as Exhibit No. 1 to the letter of June 3, 2020, mailed with the agenda. This item is consistent with the Districts Guiding Principle of commitment to fiscal responsibility and prudent financial stewardship, and to plan for both short and long term needs to minimize the need for significant rate increases.

The appropriations limit for fiscal year 2020-21 has been determined by adjusting the previous fiscal year's limits using the factors specified in the procedures outlined in Article XIII B of the Constitution and Section 7910 of the Government Code. A recommendation was made that, in order to comply with legal requirements, this Board adopt an appropriations limit of \$1,169,324 for fiscal year 2020-21.

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

BE IT RESOLVED, that pursuant to Section 7910 of the Government Code of the State of California, the Board of Directors of County Sanitation District No. 9 of Los Angeles County does hereby establish and adopt an appropriations limit of \$1,169,324 for fiscal year 2020-21, utilizing the population change and the change in the personal per capita income.

RE: BUDGET 2020-21
OPERATING FUND

In a letter dated June 3, 2020, to the Board, matters were discussed pertaining to the budget for the 2020-21 fiscal year. A sewerage system final budget for the 2020-21

fiscal year was presented and a recommendation was made that the budget be adopted.

Upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, the sewerage system final budget for 2020-21 was approved, adopted, and ordered filed.

RE: TAX LEVY
OPERATING FUND

Data for the tax levy necessary for the Operating Fund was presented and a recommendation was made that the tax levy be requested in accordance therewith.

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

BE IT HEREBY DETERMINED, RESOLVED, AND ORDERED AS FOLLOWS:

That pursuant to the provisions of Article 6, Section 4815 of the County Sanitation District Act (Chapter 3, Part 3, Division V, of the Health & Safety Code of the State of California), the Board of Directors of County Sanitation District No. 9 of Los Angeles County does hereby find and declare that the sum of \$105,000 is and will be the amount necessary to maintain, operate, extend, or repair any work or improvements of the District for the collection, treatment, and disposal of sewage, and to defray all other expenses incidental to the exercise of any of the District's powers, except the amounts necessary to acquire, construct, maintain, and operate a refuse transfer or disposal system, or both, and any other expenses incidental to the operation of the system during the ensuing year and prior to the annual levy of taxes for the fiscal year 2021-22, and the Board of Supervisors of Los Angeles County is hereby requested to cause to be levied and collected at the same time and in the same manner as the next general tax levy for the County a tax upon the real property in the District, in an amount sufficient to raise the required amount, to wit: \$105,000, to be paid into the County Treasury to the credit of the Operating Fund of the District.

The Secretary is hereby instructed to furnish a copy of this resolution and statement to the Board of Supervisors of Los Angeles County at least fifteen (15) days before the first day of September 2020.

RE: APPROPRIATIONS
OPERATING FUND 2020-21

Upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, the appropriations from the Operating Fund for Fiscal Year 2020-21 were ordered made as shown in the Operating Fund Final Wastewater Budget that was attached to the agenda.

Upon motion of Director Buscaino, duly seconded and unanimously carried by a roll-call vote, the meeting adjourned.

ATTEST:

SHEILA KUEHL
Chairperson

KIMBERLY S. CHRISTENSEN
Secretary

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