

To be held in the HEARING ROOM
OF THE BOARD OF SUPERVISORS
Kenneth Hahn Hall of Administration, Los Angeles, California

*In Response to concerns about the Novel Coronavirus (COVID-19), and in accordance with the provisions of California Government Code Section 54953(e), Directors will attend these meetings via teleconference. **You may find further information at:***
<http://bos.lacounty.gov/Board-Meeting/Board-Agendas>

TUESDAY		March 15, 2022		At 9:30 A.M.
BARGER	HAHN	MITCHELL (Chairperson)	KUEHL	SOLIS

1. Recommendation: Approve minutes of the regular meetings held December 7, 2021 (both Districts)
2. Recommendation: Approve October, November, and December 2021 Expenses in Total Amounts of \$72,998.23 (District No. 27) (3) and \$75,745.58 (Newhall Ranch Sanitation District) (5)
3. Recommendation: Approve Resolution of continuing to ensure the safety of members of the public and employees while guaranteeing the public's right to attend and participate in meetings of local legislative bodies and making necessary findings for continued teleconferenced meetings (both Districts)
4. Recommendation: Receive and order filed [Annual Comprehensive Financial Report](#) (ACFR) for fiscal year ending June 30, 2021, for District No. 27 (3) and Newhall Ranch Sanitation District (5)
5. Recommendation: Re: Wastewater Service Charge (Newhall Ranch Sanitation District)(5)
 - (a) Order Wastewater Service Charge Report, Containing Description of Each Parcel and Amount of Proposed Wastewater Service Charge for Fiscal Year 2022-23 for Each Parcel (\$696.60 Per Single-Family Home), Filed with Clerk of Board of Directors of District
 - (b) Establish May 17, 2022, 9:30 a.m., at the Board of Supervisors as the date, time, and place for Public Hearing on Report; Order Publication of Required Public Notices
6. Recommendation: Approve and order executed [Amendment to Takeover Agreement](#) (Amendment) with The Newhall Land and Farming Company (Newhall) and Santa Clarita Valley Sanitation District for Mission Village Sewerage Facilities (Newhall Ranch Sanitation District)(5)



February 18, 2022

Boards of Directors
County Sanitation District No. 27 and
Newhall Ranch Sanitation District
of Los Angeles County

Directors:

The enclosed consolidated agenda includes the following items for the regular meetings of the Boards of Directors of District No. 27 and Newhall Ranch Sanitation District meeting Tuesday, March 8, 2022.

1. Minutes. (3 and 5) Copies of the minutes have been provided to each of the Directors.

2. District Expenses. (3 and 5) Local Districts' expenses represent costs incurred for operations, maintenance, and capital projects that are the sole responsibility of the individual District. Each District's share of allocated expenses represents its proportionate share of expenditures made by District No. 2, the Administrative District, on behalf of the individual districts that are parties to the Joint Administration Agreement. This Agreement provides for the joint administration and technical support for all of the signatory Districts along with the methodology for allocating these costs to each District. A listing of Districts' payments and previously approved budgets can be found on the Districts' website at lacsd.org/financial-documents. This item is consistent with the Districts' Guiding Principle of commitment to fiscal responsibility and prudent financial stewardship.

District No. 27 –

Local District Expenses:	
Operations & Maintenance (O & M)	\$48,173.12
Capital	23,482.63
Allocated Expenses:	
Joint Administration	1,342.48
Total Expenses	<u>\$72,998.23</u>

Newhall Ranch Sanitation District –

Local District Expenses:	
Operations & Maintenance (O & M)	\$49,311.44
Capital	24,424.12
Allocated Expenses:	
Joint Administration	1,342.48
Technical Support	667.34
Total Expenses	<u>\$75,745.58</u>

3. AB 361 Resolution. (3 and 5) Acting on behalf of the Governing body of the County, and on behalf of entities for which the Board members serve as governing members (Governing Members), and for commissions, task forces, etc., which were, or are, created either by the Board or Governing Members or at their direction, and are subject to the Brown Act: find in accordance with Assembly Bill (AB) 361 Section 3(e)(3), California Government Code Section 54953(e)(3) that the Board has reconsidered the circumstances of the State of Emergency due to the COVID-19 pandemic and that the State of Emergency remains active and that local officials continue to recommend measures to promote social distancing; and instruct the Executive Officer of the Board to place on the meeting agendas for the Board and the agendas for those entities for which the Board members sit as the Governing Members, not more than 30 calendar days after these findings are adopted, an agenda item entitled "Findings to Continue Teleconference

Meetings under AB361 and Related Actions,” and include these same findings for adoption, and continue to do so not more than 30 calendar days after each time these findings are adopted until instructed to cease doing so.

4. Annual Comprehensive Financial Report (3 and 5). Copies of the Districts’ ACFR for the fiscal year ending June 30, 2021, which includes the annual audit required by state and federal laws, have been previously distributed to the Directors. 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.

5. Wastewater Budget Matters for Fiscal Year 2022-23 (5). For the Newhall Ranch Sanitation District, filing of 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 is \$56.36 per month (\$676.30 per year). The rate for fiscal year 2022-23, as previously adopted by the Board of Directors, is \$58.05 per month (\$696.60 per year). The Service Charge Report is attached to the agenda.

6. Amendment to Takeover Agreement (5). As required in the Newhall Ranch Conceptual Sewer Master Plan approved by the District, Newhall has constructed two trunk sewers and a temporary pumping plant and force main (the Sewerage Facilities), in accordance with District’s specifications and at no cost to the District, in order to convey wastewater from the Mission Village phase of the Newhall Ranch development to the Valencia Water Reclamation Plant. In accordance with the Takeover Agreements approved by the Board in March 2018, the District will ultimately own and operate the Sewerage Facilities. Newhall desires to utilize the Sewerage Facilities, but has not yet completed various administrative tasks required to allow the District’s takeover. The proposed Amendment permits Newhall to operate the Sewerage Facilities on an interim basis and designates Newhall as the responsible party in case of any sewage spills until the District accepts ownership. Additionally, the Amendment eliminates the requirement in the Takeover Agreements for Newhall to grant easements for the portions of the Sewerage Facilities located in Commerce Center Drive since the District has statutory rights to own, operate and maintain facilities in public rights-of-way. Staff has determined that approval of the Amendment is exempt or otherwise not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to California Public Resources Code Section 21084 and CEQA Guidelines Section 15301. This item is consistent with the Districts’ Guiding Principle of commitment to continual improvement.

Very truly yours,


Robert C. Ferrante

RCF:drs
Enclosures

**RESOLUTION FOR CONTINUING TO ENSURE THE SAFETY OF MEMBERS
OF THE PUBLIC AND EMPLOYEES WHILE GUARANTEEING
THE PUBLIC'S RIGHT TO ATTEND AND PARTICIPATE IN MEETINGS OF LOCAL
LEGISLATIVE BODIES AND MAKING NECESSARY FINDINGS
FOR CONTINUED TELECONFERENCED MEETINGS**

As stated at the Board of Supervisors' September 28, 2021 meeting, we must ensure that the public's right to attend and participate in local legislative body meetings is exercised under conditions that ensure attendees' and employees' safety. Our Legislature passed AB 361 to enhance public access to local legislative body meetings during the COVID-19 pandemic and future applicable emergencies.

Under AB 361, to continue to meet via teleconferencing, the local legislative body must adopt, by a majority vote, specific findings within 30 days of the first use of the teleconferencing meeting rules after October 1, 2021, and within every 30 days thereafter.

It is imperative that we take the necessary actions to ensure the public's right to attend and participate in local legislative body meetings is not put at risk and to safeguard the safety of members of the public and employees of local legislative bodies, in alignment with our Health Officer's recommendations to reduce crowding indoors and to support physical distancing.

I, THEREFORE, MOVE that the Board of Supervisors (Board), acting on its behalf, and on behalf of entities for which the Board members serve as governing members (Governing Members), and for commissions, task forces, etc., which were or are created either by the Board or Governing Members or at their direction and are subject to the Brown Act: 1. Find, in accordance with AB 361 Section 3(e)(3), California Government Code section 54953(e)(3), that the Board has reconsidered the circumstances of the State of Emergency due to the COVID-19 pandemic and that the State of Emergency remains active; 2. Find, in accordance with AB 361 Section 3(e)(3), California Government Code section 54953(e)(3), that local officials continue to recommend measures to promote social distancing; and 3. Instruct the Executive Office to place on the meeting agendas for the Board and the agendas for those entities for which the Board members sit as the Governing Members not more than 30 calendar days after these findings are adopted an agenda item entitled "Findings to Continue Teleconference Meetings under AB 361 and Related Actions," and include these same findings for adoption; and instruct the Executive Office to continue to do so not more than 30 calendar days after each time these findings are adopted until instructed to cease doing so.

PASSED AND ADOPTED by the Board of Directors of the County Sanitation District No. 27 of Los Angeles County this 8th day of March 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ms. Holly J. Mitchell
Chairperson

NEWHALL RANCH SANITATION DISTRICT OF LOS ANGELES COUNTY SERVICE CHARGE REPORT FOR FISCAL YEAR 2022-23

INTRODUCTION

Newhall Ranch Sanitation District of Los Angeles County encompasses the portion of unincorporated Los Angeles County known as Newhall Ranch.

The District provides wastewater management services for the area described above. The District will be responsible for the operation and maintenance of the Newhall Ranch Water Reclamation Plant and the large trunk sewers which convey wastewater to these facilities. These services are essential to protect the public health of the people served by the system.

The District must provide the revenue required to operate and maintain its facilities. The general revenue sources currently available to the District include service charges, industrial wastewater surcharges, interest income, and contract revenue.

PROPOSED SYSTEM DESCRIPTION

The required supplemental revenue required under the *Master Service Charge Ordinance of Newhall Ranch Sanitation District 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 Newhall Ranch Sanitation District of Los Angeles County 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_{sfh} = Average flow of wastewater from a single-family home in gallons per day;

COD_{sfh} = Average loading of COD in the wastewater from a single-family home in pounds per day;

- SS_{sfh} = 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 2022-23, 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	=	0.2798
B	=	0.3239
C	=	0.3963

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 Newhall Ranch Sanitation District of Los Angeles County.

Based upon presently anticipated sources of funds, the service charge rate for fiscal year 2022-23 is \$696.60 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 Newhall Ranch Sanitation District 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 2022-23 Tax Rate Areas as shown in Table 2 are receiving or benefiting from the services and facilities of Newhall Ranch Sanitation District of Los Angeles County. 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				
With Showers	1000 ft ²	600	2.58	1.35
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 NEWHALL RANCH SANITATION DISTRICT OF LOS ANGELES
COUNTY

008998	014179	014180	014181	014182
014183	014184	014185	014186	015393