BOARD OF DIRECTORS

COUNTY SANITATION DISTRICT NO. 27/ NEWHALL RANCH SANITATION DISTRICT

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		June 28, 2022		At 9:30 A.M.
BARGER	HAHN	MITCHELL	KUEHL	SOLIS
		(Chairperson)		

- 1. Recommendation: Approve minutes of the adjourned regular meetings held March 15, 2022 (both Districts) and the adjourned regular meeting of May 17, 2022 (Newhall Ranch Sanitation District) (5)
- 2. Recommendation: Approve January, February, and March 2022 Expenses in Total Amounts of \$64,540.19 (District No. 27) (3) and \$79,070.41 (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: Establish by Resolution Appropriations Limit of \$1,092,466 as Required by California Government Code Section 7910 (3)
- 5. Recommendation: Adopt Operating Fund Budget and Adopt Resolution Requesting Tax Levy of \$425,000 (3)
- 6. Recommendation: Authorize Appropriations per Budget (3)
- 7. Recommendation: Adopt Operating Fund Budget (5)
- 8. Recommendation: Authorize Appropriations per Budget (5)

Robert C. Ferrante



Chief Engineer and General Manager

1955 Workman Mill Road, Whittier, CA 90601-1400 Mailing Address: P.O. Box 4998, Whittier, CA 90607-4998 (562) 699-7411 • www.lacsd.org

June 9, 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 adjourned regular meeting of the Boards of Directors of Newhall Ranch Sanitation District meeting Tuesday, June 28, 2022.

- 1. Minutes. (3 and 5) Copies of the minutes have been provided to each of the Directors.
- 2. <u>District Expenses</u>. (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:

\$28,973.57 34,126.48
1,440.14
\$64,540.19
\$52,120.41
24,725.62
·
1,440.14
784.24
<u>\$79,070.41</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, 5, and 6. Wastewater Budget Matters for Fiscal Year 2022-23. (3) Attached is a copy of the proposed budget for fiscal year 2022-23 for District No. 27 with a breakdown of the items included in the sewerage system budget. The general revenue sources available to the District is the pro rata share of the ad valorem (property) taxes. The sewerage system budget was prepared in accordance with the Joint Administration Agreement. In the case of Districts which contract with the City of Los Angeles for sewerage service (District No. 27), the Joint Administration Agreement states that these Districts shall pay one one-hundredth of one percent of all joint expenses. District No. 27 currently owns and operates trunk sewers within the District. However, the District does not own or operate any treatment and disposal facilities. The District contracts for these services with the City of Los Angeles. District's staff has no direct control over the City of Los Angeles costs. Thus, the portion of the proposed budget attributable to contract disposal Operations and Maintenance (O&M) and capital is a direct reflection of the City of Los Angeles O&M and capital costs. The local O&M and local capital costs only reflect the cost of operating and maintaining the District's local sewer system.

7 and 8. Wastewater Budget Matters for Fiscal Year 2022-23 (5). Attached is a copy of the proposed budget for fiscal year 2022-23 for Newhall Ranch Sanitation District with a breakdown of the items included in the budget. The main revenue source for Newhall Ranch Sanitation District has been payments from Newhall Land and Farming. For the coming fiscal year, it is anticipated that service charge revenues will become the predominant source of income as new homes and businesses connect to the District's sewerage system. The budget was prepared in accordance with the Joint Administration Agreement and other agreements and engineering reports prepared for estimating the initial startup costs of the sewerage system for this District.

Very truly yours,

Robert C. Ferrante

Roht C. Fruste

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 Boards of Directors of the County Sanitation District No. 27 and Newhall Ranch Sanitation District of Los Angeles County this <u>28th</u> day of <u>June 2022</u> by the following vote:

AYES:	
NOES:	
ABSTAIN:	
ABSENT:	
	Ms. Holly J. Mitchell
	Chairperson

Robert C. Ferrante



Chief Engineer and General Manager

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June 3, 2022

Boards of Directors Los Angeles County Sanitation Districts

Dear Directors:

Wastewater Budget Matters for Fiscal Year 2022-23

The agendas for the upcoming meetings of the Boards of Directors for most Districts contain items relating to wastewater budget matters for fiscal year 2022-23. These items include establishing an appropriations limit on the proceeds of taxes; adopting the sewerage system final budget; requesting the tax levy; authorizing appropriations per the sewerage system budget; and, for certain Districts, actions related to the previously filed Service Charge Report.

APPROPRIATIONS LIMIT

The Constitution of the State of California places a limit on the authorization to expend the proceeds of taxes levied by state and local governments in California. In addition, the Government Code requires the governing body for each local jurisdiction to establish, by resolution, an appropriations limit for each fiscal year 2021-22 based upon population change factors for Los Angeles County and the change in the California Personal Per Capita Income. The appropriations limit has also been adjusted to include the increased operation and maintenance and capital costs of treatment processes and facilities needed to comply with state and federal requirements. All of this is in accordance with the procedures outlined in Article XIIIB of the Constitution and Section 7910 of the Government Code. The proposed appropriations limit and anticipated tax revenue are enclosed. This information has been available to the public at the Districts' Joint Administration Office in conformance with the requirement that the documentation used in the determination of the appropriations limit be available fifteen days prior to its establishment by the Board of Directors.

FINAL BUDGET FOR FISCAL YEAR 2022-23

Enclosed for your review are the proposed final fiscal year 2022-23 budgets for the District and the Joint Outfall System (JOS), if applicable. Budgets include a list of proposed capital projects (if any) along with descriptions of the projects; 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 JOS budget will only be adopted by District 2, the administrative District for the JOS. Joint Administration and Joint Outfall costs are allocated to each District according to the ratio of the number of sewage units in a District to the total number of sewage units in all the Districts signatory to each agreement. A sewage unit represents the average daily sewage flow and strength (measured in terms of chemical oxygen demand and suspended solids) from a single-family home. This method of allocating costs considers flow as well as the strength of sewage from all types of users and is the most equitable way to distribute Joint costs.

SERVICE CHARGE REPORT

Districts Nos. 4 and 9 will also have an item regarding the Service Charge Report previously filed with the District Clerk. Adoption of the Report is needed for the continued collection of service charges on the property tax roll for residential, commercial and small industrial dischargers. This is the most cost-effective and efficient means of collecting the service charges.

Prior to considering adoption of the Report, the Board must hold a public hearing. The date, time, and location of the public hearing will be held as listed on the agenda. Notice of the public hearing was published twice in newspapers of general circulation within the District. Public testimony will be accepted at the hearing and all written comments must be received at or by this time. After all public input has been received by the Board, the public hearing will be closed, and the Board will consider adoption of the Report. A copy of the Service Charge report is attached for Districts considering this action.

SUMMARY OF REQUIRED ACTIONS

At the June Board meetings, it will be recommended that the Boards of Directors adopt a resolution establishing the appropriations limit on the proceeds of taxes; adopt the budget for fiscal year 2022-23; adopt a resolution requesting the tax levy; authorize appropriations in the sewerage system budget; and adopt the Service Charge Report (Districts 4 and 9 only), all as shown on the agenda.

Very truly yours,

Robert C. Ferrante

Roht C. Fruste

RCF:gc

Enclosures

County Sanitation District No. 27 of Los Angeles County Final Operating Fund Budget (\$000) Fiscal Year 2022-23

	Adopted 2021-22	Proposed 2022-23
Starting Balance	\$ 95	\$ 9
Sources of Funds		
Ad Valorem Tax Revenue	417	425
Interest	17	-
Total Non-Operating Revenue	433	425
Transfers from Restricted Funds	22	20
Total Transfers In	22	20
Total Sources of Funds	\$ 455	\$ 445
Use of Funds		
Joint Administration Operations	\$ 6	\$ 7
Sewer System Operations	12	14
Contract Disposal Operations	112	120
Operations and Maintenance Expense	130	142
Joint Administration Capital	1	1
Contract Disposal Capital	39	57
Capital Expense	40	59
Transfers to Designated Reserves	284	162
Transfers Out	284	162
Total Use of Funds	\$ 454	\$ 362
Ending Balance	\$ 96	\$ 92

County Sanitation District No. 27 of Los Angeles County Reserve Funds Proposed Budget (\$000) Fiscal Year 2022-23

	Unrestric	ted		Designated		Restricted	
	Operatin Fund	g	Emergency	O&M Financial Stability	Capital Projects Financial Stability	Capital Improvement	Total
Starting Reserve Balance	\$	9	52	1,483	88	20	1,652
Non-Operating Revenue		425	-	7	-	-	433
Transfers In		20	-	153	11	-	185
Operations and Maintenance Expense		142	-	-	-	-	142
Capital Expense		59	-	-	-	-	59
Transfers Out		162	2	-	-	20	185
Ending Balance		92	50	1,643	100	-	1,885

County Sanitation District No. 27 of Los Angeles County Wastewater Budget Rate and Other Information Summary Fiscal Year 2022-23

	Adopted 2021-22	Proposed 2022-23
Projected Sewage Units		
Residential/Commercial	554	554
Contract Out	-554	-554
Total Served Sewage Units	-	

Newhall Ranch Sanitation District Final Operating Fund Budget (\$000) Fiscal Year 2022-23

	Adopted 2021-22	Proposed 2022-23
Starting Balance	\$ 247	\$ 2,580
Sources of Funds		
Service Charge	\$ 845	\$ 975
Newhall Land and Farming	1,188	<u> </u>
Total Operating Revenue	2,033	975
Interest	11	13
Total Non-Operating Revenue	11	13
Total Sources of Funds	\$ 2,044	\$ 988
Use of Funds		
Joint Administration Operations	\$ 30	\$ 58
Sewer System Operations	94	162
Treatment Plant Operations	515	207
Contract Disposal Operations	-	518
Other Operational Expenditures	37	28
Operations and Maintenance Expense	675	974
Joint Administration Capital	5	5
Sewer System Capital	15	15
Treatment Plant Capital	360	16
Capital Expense	379	36
Transfers to Designated Reserves	1,159	1,833
Transfers Out	1,159	1,833
Total Use of Funds	\$ 2,214	\$ 2,843
Ending Balance	<u>\$ 77</u>	<u>\$ 725</u>

Newhall Ranch Sanitation District Capital Project Wastewater Budget (\$000)

		FY22-23	Estimated	Total Budget
Project Name	Description	Budget	Completion	(1)
Newhall Ranch Sanitation District Sewer Design Support	Design review and inspection of new sewer facilities	15	6/30/29	360
Sewer System Total	al	15		
Newhall Sanitation District Water Reclamation Plant Design Support	Design review and inspection of the new treatment plant	10	6/30/29	55
Newhall Ranch Sanitation District Facilities Planning	Facility planning, legal support, outreach, and property acquisitions	6	6/30/29	1,450
Treatment Plants Total	al	16		
Total Capital Project	s	31		

⁽¹⁾ Includes past, current, and future amounts

Newhall Ranch Sanitation District Reserve Funds Proposed Budget (\$000) Fiscal Year 2022-23

	Unre	stricted		Designated		Restricted	
	-	erating fund	Emergency	O&M Financial Stability	Capital Projects Financial Stability	JSSA Reserve	Total
Starting Reserve Balance	\$	2,580	-	1,068	-	151	3,799
Operating Revenue		975	-	-	-	389	1,364
Non-Operating Revenue		13	-	5	-	1	19
Transfers In		-	50	1,683	100	-	1,833
Operations and Maintenance Expense		974	-	-	-	-	974
Capital Expense		36	-	-	-	-	36
Transfers Out		1,833	-	-	-	-	1,833
Ending Balance		725	50	2,756	100	541	4,172

Newhall Ranch Sanitation District Wastewater Budget Rate and Other Information Summary Fiscal Year 2022-23

	Adopted 2021-22	Proposed 2022-23
Service Charge Rate	676.30	696.60
Industrial Waste (Surcharge) Rates		
Flow (\$ per MGY)	2,590.10	2,667.80
COD (\$ per 1000 lbs)	590.40	608.10
SS (\$ per 1000 lbs)	1,450.70	1,494.20
Peak Flow (\$ per gpm)	366.40	377.40
Projected Sewage Units		
Residential/Commercial	1,250	1,400
Total Served Sewage Units	1,250	1,400

Sanitation Districts of Los Angeles County

Wastewater Budget Explanation and Glossary of Terms

Fiscal Year 2022-23

Introduction

The budget package for each District consists of the following sections:

- 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 preliminary 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. If a District has no major capital projects budgeted, this section is omitted.
- **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.

Operating Fund Beginning Balance	Projected cash balance in the Operating Fund as of July 1 at the	ne
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beginning of the fiscal year shown.

Ad Valorem Taxes Revenue The District's share of Ad Valorem (property) taxes paid by property

owners in the District.

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.

Industrial Waste Revenue Fees paid by large industrial users of the District's wastewater

system.

Contract Revenue Sales of reclaimed water; commodity and energy revenue; leases;

and other similar sources of revenue.

Interest Revenue Interest generated by District's Unrestricted and Designated

Reserves.

Grant Revenue Grant proceeds received, generally state and/or federal grants

toward capital projects.

DOC 6432892 Page 1 of 3

Loan Proceeds Funds received from loans taken out to finance capital projects, primarily State Revolving Fund Clean Water Loans. **Transfers from Capital Improvement** Funds transferred from Capital Improvement Funds to be used **Funds** toward capital expenditures. **Joint Administration Operations** The District's share of Joint Administration Operating Expenditures **Expenditures** less any operational or non-operational Joint Administration Revenues **Joint Outfall Operations** The District's share of Joint Outfall System Operating Expenditures **Expenditures** less any operational or non-operational Joint Outfall System Revenues **District's Sewer System Operations** Expenditures related to operating and maintaining the District's **Expenditures** sewers and pumping plants. **Treatment Plant Operations** Expenditures related to operating and maintaining treatment **Expenditures** plants. **Composting Facility Operations and** Expenditures related to operating and maintaining composting **Maintenance Expenditures** facilities. Expenditures related to the operation and maintenance for **Contract Disposal Operations and Maintenance Expenditures** conveyance and treatment of wastewater performed by another entity. **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. **Joint Administration Capital** The District's share of Joint Capital Expenses minus Joint Capital **Expenditures** Revenues. **District Sewer System Capital** Capital expenditures related to rehabilitation or expansion of the **Expenditures** District's sewers and pumping plants. **Treatment Plant Capital** Capital expenditures related to upgrade, repair or expansion of **Expenditures** treatment plants. **Composting Facility Capital** Capital expenditures related to upgrade, repair or expansion of **Expenditures** composting facilities. **Field Office Capital Expenditures** Capital expenditures related to upgrade, repair or expansion of field offices. **Contract Disposal Capital** Capital expenditures related to conveyance and treatment of **Expenditures** wastewater performed by another entity.

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Loan Repayment Interest and principal payments toward loans, primarily State

Revolving Fund Clean Water Loans.

Bond Repayment Interest and principal payments toward bond debt.

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.

Operating Fund Ending Balance Projected balance in the Operating Fund as of June 30 at the end of

the fiscal year shown.

Total Served Sewage UnitsTotal number of Sewage Units (single family home equivalent

dischargers) that are served by treatment plants owned by the

Sanitation Districts.

DOC 6432892 Page 3 of 3

SUMMARY OF 2022-23 APPROPRIATIONS LIMIT FOR EACH SANITATION DISTRICT

	2021-22			2022-23		2022-23	ESTIMATED	
	APPRO. LMT.	POPULATION	APPRO. LMT.*	APPRO. LMT.	2022-23	APPRO. LMT.	AD VALOREM	
DISTRICT	EXCLUDING	CHANGE	CHANGE	EXCLUDING	MANDATED	INCLUDING	TAX	DISTRICT
NUMBER	MANDATED COSTS	FACTOR	FACTOR	MANDATED COSTS	costs	MANDATED COSTS	REVENUES	NUMBER
1	\$ 20,131,580	0.9934	1.0684	\$ 21,508,177	\$ 2,246,239	\$ 23,754,416	\$ 4,902,000	1
2	34,659,907	0.9929	1.0679	37,012,065	3,374,558	40,386,623	8,736,000	2
3	24,358,378	1.0004	1.0759	26,207,171	2,768,802	28,975,973	6,747,000	3
4	3,200,565	0.9956	1.0708	3,427,067	-	3,427,067	837,000	4
5	50,956,938	0.9929	1.0679	54,415,077	4,021,912	58,436,989	14,911,000	5
8	9,553,242	0.9935	1.0686	10,208,198	930,733	11,138,931	2,433,000	8
9	1,225,323	0.9933	1.0683	1,309,005	-	1,309,005	115,000	9
14	57,133,053	0.9934	1.0684	61,039,763	13,393,080	74,432,843	2,376,000	14
15	20,219,455	0.9934	1.0684	21,602,258	2,922,191	24,524,449	9,495,000	15
16	14,228,614	0.9946	1.0696	15,219,485	1,767,873	16,987,358	6,891,000	16
17	1,963,865	0.9933	1.0683	2,097,999	226,184	2,324,183	715,000	17
18	15,185,496	0.9959	1.0711	16,264,689	1,877,066	18,141,755	5,345,000	18
19	5,961,377	0.9929	1.0679	6,365,940	590,158	6,956,098	1,807,000	19
20	45,958,888	0.9929	1.0679	49,077,840	13,344,653	62,422,493	1,749,000	20
21	57,809,621	0.9968	1.0721	61,977,849	2,339,832	64,317,681	5,771,000	21
22	13,505,684	0.9929	1.0679	14,422,233	1,926,462	16,348,695	5,381,000	22
23	6,788,019	0.9929	1.0679	7,248,681	51,996	7,300,677	645,000	23
27	1,022,627	0.9933	1.0683	1,092,466	-	1,092,466	425,000	27
28	1,153,639	0.9929	1.0679	1,231,929	72,795	1,304,724	801,000	28
29	957,666	0.9929	1.0679	1,022,657	85,794	1,108,451	186,000	29
SBC	26,729,927	0.9929	1.0679	28,543,925	795,543	29,339,468	6,682,000	SBC
SCV	24,347,964	1.0014	1.0770	26,223,857	-	26,223,857	8,435,000	SCV
34						N/A**		34
NR						N/A**	_	NR

^{*} This column represents the net change resulting from the percent change in population and the percent change in Per Capita Income of 7.55%.

^{**} This District is not subject to an appropriations limit as it does not receive any proceeds of taxes.