

Notice and Agenda

REGULAR MEETING — BOARD OF DIRECTORS — COUNTY SANITATION DISTRICT NO. 18

To be held at the OFFICE OF THE DISTRICT
1955 Workman Mill Road, Whittier, California

For the public to join the meeting virtually, click <https://us02web.zoom.us/j/8091438308> or enter the Meeting ID 809 143 8308 into the Zoom app on your smartphone or computer. Alternatively, you may join by phone by calling (669) 900-9128 and entering the Meeting ID. The meeting is not required to be broadcast via Zoom, but as a courtesy for public attendance. You may find further information at: <http://www.lacsd.org/agendas>

THE DISTRICT MAY TAKE ACTION ON ANY AGENDA ITEM LISTED BELOW

WEDNESDAY	March 27, 2024	At 1:30 P.M.
Governing Body	Director	Alternate
ARTESIA	MANALO	TAJ (Chairperson)
BELLFLOWER	KOOPS	DUNTON
CERRITOS	BARROWS	SOLANKI
DOWNEY	TRUJILLO	SOSA
INDUSTRY	MOSS	-----
LA HABRA HEIGHTS	ENGELHARDT	PESPISA
LA MIRADA	DE RUSE	-----
NORWALK	RIOS	RAMIREZ
PICO RIVERA	LARA	CAMACHO
SANTA FE SPRINGS	SARNO	ROUNDS
WHITTIER	VINATIERI	WARNER
LOS ANGELES COUNTY	HORVATH	HAHN

1. Public Comment
2. Approve Minutes of Regular Meeting Held February 28, 2024
3. Approve December 2023 Expenses in Amount of \$73,538

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 lacsd.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	\$73,538
Total Expenses	<u>\$73,538</u>

4. 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.

5. 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(s)
- (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 \$15.67 per month (\$188 per year). The rate for fiscal year 2024-25, as previously adopted by the Board of Directors,

5. Contd.

is \$15.92 per month (\$191 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 22, 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. 18 SERVICE CHARGE REPORT FOR FISCAL YEAR 2024-25

INTRODUCTION

County Sanitation District No. 18 of Los Angeles County encompasses all or portions of the cities of Artesia, Bellflower, Cerritos, Downey, Industry, La Habra Heights, La Mirada, Norwalk, Pico Rivera, Santa Fe Springs, and Whittier and unincorporated Los Angeles County.

District No. 18 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. 18, 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. 18 is responsible for any costs associated with the local sewers and pumping plants that are owned by District No. 18 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. 18 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. 18 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:

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

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. 18.

Based upon presently anticipated sources of funds, the service charge rate for fiscal year 2024-25 is \$191 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. 18 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. 18. 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. 18. 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 SANITATION DISTRICT NO. 18

000057	000122	000123	000124	000125
000126	000127	000128	000137	000139
000142	000144	000145	000147	000150
000152	000153	000154	000155	000156
000157	000162	000165	000185	000186
000187	000188	000191	000196	000270
001759	001760	001761	001762	001763
001764	001765	001766	001767	001768
001769	001774	001825	001828	001831
001863	001864	001865	001955	001970
001972	001986	001987	002002	002005
002480	002488	002489	002490	002493
002509	002511	002516	002526	002528
002563	002564	002565	002573	002574
002575	002576	002577	002579	002581
002582	002583	002587	002591	002592
002593	002594	002595	002596	002597
002598	002599	002604	002608	002610
002611	002612	002613	002614	002616
002618	002619	002622	003469	003471
003472	003473	003474	003475	003476
003477	003479	003480	003481	003482
003483	003485	003486	003487	003488
003491	003492	003493	003494	003496
003497	003498	003503	003504	003505
003507	003508	003510	003511	003512
003513	003514	003515	003516	003517
003518	003519	003521	003522	003523
003524	003525	003526	003527	003528
003529	003530	003531	003532	003533

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003540	003541	003542	003543	003544
003545	003546	003547	003548	003549
003550	003551	003552	003554	003555
003556	003558	003560	003561	003562
003563	003564	003565	003566	003567
003568	003569	003570	003571	003572
003574	003575	003576	003577	003578
003580	003581	003582	003583	003595
003600	003614	003615	003618	003642
003643	003644	003660	003661	003666
003741	003742	003808	004388	004456
004458	004460	004467	004470	004474
004477	004549	005000	005239	005240
005254	005291	005295	005296	005297
005298	005299	005306	005307	005308
005310	005311	005314	005315	005317
005318	005319	005320	005321	005322
005323	005324	005325	005326	005328
005329	005330	005331	005332	005333
005334	005335	005336	005337	005338
005339	005340	005341	005342	005343
005344	005345	005346	005347	005348
005349	005351	005352	005353	005354
005355	005356	005357	005358	005359
005360	005361	005362	005363	005364
005365	005366	005367	005368	005369
005571	005583	005622	005630	005641
005689	005705	005811	005900	005901
005902	005903	005904	005905	005906
005907	005908	005909	005910	005911
005912	005913	005914	005915	005916

005917	005918	005919	005920	005921
005922	005923	005925	005926	005927
005928	005930	005931	005932	005934
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005941	005942	005944	005945	005946
005947	005948	005949	005950	005951
005952	005953	005954	005955	005957
005958	005959	005960	005961	005966
006001	006004	006005	006007	006008
006009	006011	006015	006016	006017
006019	006025	006027	006029	006033
006034	006035	006038	006039	006040
006041	006042	006044	006045	006046
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006140	006141	006142	006143	006147
006170	006185	006230	006231	006233
006234	006258	006322	006373	006374
006395	006454	006538	006599	006653
006668	006687	006689	006690	006691
006692	006693	006694	006695	006696
006697	006698	006699	006700	006701
006702	006703	006706	006712	006713
006721	006724	006759	006761	006762
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006773	006774	006775	006785	006794
006795	006798	006799	006800	006801
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006875	006876	006877	006878	006879
006880	006881	006882	006883	006884
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006900	006901	006902	006903	006904
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008409	008568	008600	008601	009010
009015	009042	009044	009045	009046
009047	009048	009049	009050	009051
009052	009053	009054	009055	009056
009057	009058	009059	009060	009061
009062	009063	009064	009065	009066
009067	009068	009069	009070	009071
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009096	009097	009098	009099	009100
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009171	009195	009196	009197	009211
009216	009217	009218	009219	009221
009222	009223	009224	009225	009226
009227	009228	009229	009231	009232
009233	009235	009238	009245	009246
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009633	009634	009635	009636	009638

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009645	009646	009650	009651	009652
009653	009654	009655	009657	009658
009660	009661	009664	009665	009666
009667	009669	009670	009671	009674
009675	009676	009677	009678	009679
009680	009681	009682	009683	009685
009686	009688	009690	009692	009693
009694	009695	009697	009701	009702
009703	009704	009705	009706	009709
009710	009711	009712	009714	009717
009719	009720	009723	009724	009725
009727	009731	009732	009733	009734
009735	009738	009780	009781	009782
009783	009784	009798	009877	009889
009890	009893	009894	009924	009928
009952	009953	009972	009973	009974
010193	010194	010204	010266	010274
010275	010333	010366	010387	010399
010400	010401	010541	010542	010543
010544	010545	010557	010558	010562
010563	010564	010601	010620	010710
010785	010793	010794	010797	011124
011288	011289	011290	011349	011459
011460	011496	011500	011501	011502
011503	011505	011512	011543	011752
011878	011999	012000	012001	012002
012003	012006	012007	012010	012011
012012	012013	012014	012015	012019
012020	012021	012022	012056	012057
012058	012059	012060	012074	012075
012133	012270	012298	012299	012300

012301	012306	012307	012402	012403
012404	012405	012428	012429	012487
012503	012523	012526	012527	012528
012529	012616	012617	012680	012812
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013043	013050	013055	013056	013057
013061	013071	013074	013075	013078
013081	013083	013084	013085	013086
013087	013109	013173	013188	013189
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013246	013247	013248	013249	013250
013251	013252	013253	013254	013255
013256	013305	013306	013307	013308
013309	013310	013311	013340	013386
013408	013409	013410	013411	013474
013475	013476	013477	013478	013479
013480	013536	013537	013561	013563
013588	013592	013605	013667	013668
013676	013684	013711	013725	013729
013751	013846	013857	013858	013859
013860	013861	013862	013863	013864
013865	013876	013883	013940	014062
014063	014213	014313	014317	014321
014322	014336	014345	014346	014364
014408	014445	014503	014510	014626
014627	014670	014690	014713	014714
014724	014807	014824	014855	015037
015042	015050	015052	015067	015104
015105	015145	015148	015170	015171
015172	015173	015179	015180	015203
015266	015267	015269	015314	015315

015333	015335	015456	015477	015479
015493	015497	015501	015521	015603
015627	015628	015666	015667	015672
015678	015691	015692	015693	015699
015701	015702	015703	015714	015723
015755	015756	015760	015761	015771
015831	015832	015834	015835	015836
016078	016079	016084	016097	016136
016144	016150	016270	016401	016402
016412	016413	016461	016462	016511
016512	016515	016590	016599	016627
016647	016728	016742	016750	016753
016755	016757	016816	016818	016819
016821	016824	016829	016830	016831
016842	016921	016949	016950	016953
016970	016971	016972	016982	016983
016994	016997	017023	017029	017030
017031	017041	017042	017177	017179
017180				

TABLE 3
PARCEL NUMBERS SERVED BY SANITATION DISTRICT NO. 18
OUTSIDE OF TAX RATE AREAS

5110004037 8006017024 8019002030 8125014043 8125061001

**County Sanitation District No. 18 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>	\$ 13,131	\$ 21,242
<u>Sources of Funds</u>		
Service Charge	\$ 22,922	\$ 23,443
Total Operating Revenue	22,922	23,443
Ad Valorem Tax Revenue	5,503	6,372
Interest	328	531
Total Non-Operating Revenue	5,832	6,903
Total Sources of Funds	\$ 28,754	\$ 30,346
<u>Use of Funds</u>		
Joint Outfall Operations	\$ 23,574	\$ 26,915
Other Operational Expenditures	79	84
Operations and Maintenance Expense	23,653	26,998
Joint Outfall Capital	4,023	1,749
Capital Expense	4,023	1,749
Total Use of Funds	\$ 27,676	\$ 28,747
<u>Ending Balance</u>	\$ 14,209	\$ 22,840

(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. 18 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>	188.00	191.00
<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>	1,758.00	1,761.00
<u>Projected Sewage Units</u>		
Residential/Commercial	121,925	122,737
Contract In	261	260
Contract Out	-827	-784
Total Served Sewage Units	<u>121,359</u>	<u>122,213</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.