

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. You may find further information at: <http://www.lacsd.org/agendas>*

\*\*Attending via Zoom per AB 2449 – Just Cause

THE DISTRICT MAY TAKE ACTION ON ANY AGENDA ITEM LISTED BELOW

WEDNESDAY	May 28, 2025	At 1:30 P.M.
Governing Body	Director	Alternate
ARTESIA	TAJ** (Chairperson)	TREVINO
BELLFLOWER	DUNTON	SANTA INES
CERRITOS	YOKOYAMA	JOHNSON
DOWNEY	SOSA	PEMBERTON
INDUSTRY	MOSS	-----
LA HABRA HEIGHTS	PESPISA	ENGELHARDT
LA MIRADA	LEWIS	DE RUSE
NORWALK	AYALA	RAMIREZ
PICO RIVERA	J. GARCIA	CAMACHO
SANTA FE SPRINGS	ROUNDS	ZAMORA
WHITTIER	VINATIERI	WARNER
LOS ANGELES COUNTY	BARGER	HAHN

1. Public Comment
2. Approve Minutes of Regular Meeting Held April 23, 2025
3. Approve February 2025 Expenses in Amount of \$11,738

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](http://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	<u>\$11,738</u>
Total Expenses	<u>\$11,738</u>

4. Re: Wastewater Revenue Program
  - (a) Hold Public Hearing on Service Charge Report
  - (b) Adopt Service Charge Report

Summary: Holding a public hearing and then adopting 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 \$15.92 per month (\$191 per year). The rate for fiscal year 2025-26, as previously adopted by the Board of Directors, is \$16.17 per month (\$194 per year). 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.

## 5. Re: Adopt Policies as Follows:

- (a) [Wastewater Financial Reserve Policy](#)
- (b) [Joint Outfall System \(JOS\) Financial Reserve Policy](#)

Summary: The Wastewater and JOS Financial Reserve Policies are the cornerstone of the Districts' financial practices and are crucial to maintaining the Districts' financial stability. As part of the continuing effort to ensure the Districts follows best practices as it relates to its financial matters, revisions to the Policies are being recommended. Proposed revisions simplify and consolidate funds, reduce reserve target levels, ensure current practices are incorporated, and clarify certain provisions. On March 26, 2025, the Personnel Committee, comprised of the Chairpersons of all active Districts, unanimously endorsed the proposed revisions. A letter summarizing the proposed revisions, together with the updated Policies, is attached. 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.

## 6. Re: Update on Pure Water Southern California (PWSC) Program, a Partnership with Metropolitan Water District of Southern California (MWD)

Summary: The Districts previously approved the *Amended and Restated Agreement for the Pure Water Southern California Program* (Agreement) with MWD to jointly investigate the production and distribution of purified water at the A.K. Warren Water Resource Facility. Among other things, the Agreement provides for the joint preparation of planning and preliminary engineering studies and documentation to comply with the California Environmental Quality Act (CEQA) for the potential full-scale project, including supporting MWD in preparation of the Draft Environmental Impact Report (DEIR). The Chief Engineer and General Manager will provide an update on the DEIR and next steps for the PWSC Program.

## 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.

# COUNTY SANITATION DISTRICT NO. 18 OF LOS ANGELES COUNTY SERVICE CHARGE REPORT FOR FISCAL YEAR 2025-26

## 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;

**COUNTY SANITATION DISTRICT NO. 18 OF LOS ANGELES COUNTY  
SERVICE CHARGE REPORT FOR FISCAL YEAR 2025-26**

- FLOW<sub>sfh</sub> = Average flow of wastewater from a single-family home in gallons per day;
- COD<sub>sfh</sub> = Average loading of COD in the wastewater from a single-family home in pounds per day;
- SS<sub>sfh</sub> = Average loading of suspended solids in the wastewater from a single-family home in pounds per day;
- FLOW<sub>avg</sub> = Estimated flow of wastewater which will enter the sewerage system from a user in gallons per day;
- COD<sub>avg</sub> = Estimated loading of COD which will enter the sewerage system from a user in pounds per day;
- SS<sub>avg</sub> = Estimated loading of suspended solids which will enter the sewerage system from a user in pounds per day.

For fiscal year 2025-26, 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 2025-26 is \$194 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 2025-26 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>
<b>RESIDENTIAL</b>				
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
<b>COMMERCIAL</b>				
Hotel/Motel/Rooming House	Room	125	0.54	0.28
Store	1000 ft <sup>2</sup>	100	0.43	0.23
Supermarket	1000 ft <sup>2</sup>	150	2.00	1.00
Shopping Center	1000 ft <sup>2</sup>	325	3.00	1.17
Regional Mall	1000 ft <sup>2</sup>	150	2.10	0.77
Office Building	1000 ft <sup>2</sup>	200	0.86	0.45
Medical, Dental, Veterinary Clinic or Building	1000 ft <sup>2</sup>	300	1.29	0.68
Restaurant	1000 ft <sup>2</sup>	1,000	16.68	5.00
Indoor Theatre	1000 ft <sup>2</sup>	125	0.54	0.28
Car Wash:				
Tunnel – No Recycling	1000 ft <sup>2</sup>	3,700	15.86	8.33
Tunnel – Recycling	1000 ft <sup>2</sup>	2,700	11.74	6.16
Wand	1000 ft <sup>2</sup>	700	3.00	1.58
Bank, Credit Union	1000 ft <sup>2</sup>	100	0.43	0.23
Service Shop, Vehicle Maintenance & Repair Shop	1000 ft <sup>2</sup>	100	0.43	0.23
Animal Kennels	1000 ft <sup>2</sup>	100	0.43	0.23
Gas Station	1000 ft <sup>2</sup>	100	0.43	0.23
Auto Sales	1000 ft <sup>2</sup>	100	0.43	0.23
Wholesale Outlet	1000 ft <sup>2</sup>	100	0.43	0.23
Nursery/Greenhouse	1000 ft <sup>2</sup>	25	0.11	0.06
Manufacturing	1000 ft <sup>2</sup>	200	1.86	0.70
Light Manufacturing	1000 ft <sup>2</sup>	25	0.23	0.09
Lumber Yard	1000 ft <sup>2</sup>	25	0.23	0.09
Warehousing	1000 ft <sup>2</sup>	25	0.23	0.09
Open Storage	1000 ft <sup>2</sup>	25	0.23	0.09
Drive-in Theatre	1000 ft <sup>2</sup>	20	0.09	0.05
Night Club	1000 ft <sup>2</sup>	350	1.50	0.79
Bowling/Skating	1000 ft <sup>2</sup>	150	1.76	0.55
Club & Lodge Halls	1000 ft <sup>2</sup>	125	0.54	0.27
Auditorium, Amusement	1000 ft <sup>2</sup>	350	1.50	0.79

**TABLE 1  
LOADINGS FOR EACH CLASS OF LAND USE**

<b><u>DESCRIPTION</u></b>	<b><u>UNIT OF MEASURE</u></b>	<b><u>FLOW (Gallons per Day)</u></b>	<b><u>COD (Pounds per Day)</u></b>	<b><u>SUSPENDED SOLIDS (Pounds per Day)</u></b>
<b>COMMERCIAL</b>				
Golf Course and Park (Structures and Improvements)	1000 ft <sup>2</sup>	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 <sup>2</sup>	3,825	16.40	8.61
Mortuary, Funeral Home	1000 ft <sup>2</sup>	100	1.33	0.67
Health Spa, Gymnasium:				
With Showers	1000 ft <sup>2</sup>	600	2.58	1.35
Without Showers	1000 ft <sup>2</sup>	300	1.29	0.68
Convention Center, Fairground, Racetrack, Sports Stadium/Arena	Average Daily Attendance	10	0.04	0.02
<b>INSTITUTIONAL</b>				
College/University	Student	20	0.09	0.05
Private School	1000 ft <sup>2</sup>	200	0.86	0.45
Library, Museum	1000 ft <sup>2</sup>	100	0.43	0.23
Post Office (Local)	1000 ft <sup>2</sup>	100	0.43	0.23
Post Office (Regional)	1000 ft <sup>2</sup>	25	0.23	0.09
Church	1000 ft <sup>2</sup>	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

**TABLE 2**  
**TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

003529	003530	003531	003532	003533
003534	003535	003536	003537	003538
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

**TABLE 2**  
**TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

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
005936	005937	005938	005939	005940
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
006051	006052	006056	006057	006058
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
006763	006766	006767	006768	006770
006773	006774	006775	006785	006794

**TABLE 2**  
**TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

006795	006798	006799	006800	006801
006802	006804	006805	006821	006843
006844	006845	006859	006864	006866
006867	006871	006872	006873	006874
006875	006876	006877	006878	006879
006880	006881	006882	006883	006884
006885	006886	006887	006888	006889
006890	006891	006892	006893	006894
006895	006896	006897	006898	006899
006900	006901	006902	006903	006904
006905	006906	006907	006908	006909
006910	006912	006913	006914	006915
006916	006918	007696	007939	008405
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
009072	009073	009074	009075	009076
009077	009078	009079	009080	009081
009082	009083	009085	009086	009088
009089	009090	009092	009094	009095
009096	009097	009098	009099	009100
009101	009102	009103	009104	009105
009106	009107	009109	009110	009112
009113	009115	009116	009117	009118
009119	009120	009122	009123	009124

**TABLE 2  
TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

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
009265	009266	009348	009611	009616
009617	009618	009620	009621	009622
009623	009624	009625	009626	009627
009628	009629	009630	009631	009632
009633	009634	009635	009636	009638
009639	009640	009641	009642	009643
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

**TABLE 2**  
**TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

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
012857	012931	012967	012968	013025
013026	013027	013029	013033	013039
013043	013050	013055	013056	013057
013061	013071	013074	013075	013078
013081	013083	013084	013085	013086
013087	013109	013173	013188	013189
013238	013239	013240	013241	013243
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

**TABLE 2**  
**TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

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

**TABLE 2**  
**TAX RATE AREAS IN SANITATION DISTRICT NO. 18**

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	017333			

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

5110004037    8006017024    8019002030    8125014043    8125061001    8125014042



May 8, 2025

Board of Directors  
Los Angeles County Sanitation District Nos. 1, 2, 3, 5, 8  
15, 16, 17, 18, 19, 21, 22, 23, 28, 29, 34, and South Bay Cities

Directors:

### **Financial Reserve Policies**

The agenda for upcoming meetings of the Boards of Directors contains an item regarding the proposed revisions to the *Wastewater Financial Reserve Policy* and *Joint Outfall System Financial Reserve Policy*.

The Policies form the cornerstone of the Districts' financial practices and are intended to provide guidance when preparing budgets, adopting rates, and developing long-term capital programs. Use of the Policies helps create financial stability, allowing us to provide the vital services in a cost-effective manner, weather periods of economic downturn without having to impose significant rate increases, and construct capital projects in a timely manner despite fluctuations in costs year-over-year. Revisions to the Policies are recommended to simplify and consolidate funds, reduce reserve target levels, ensure current practices are incorporated, and clarify certain provisions.

For these Districts, which are part of the Joint Outfall System (JOS), there are two relevant policies. The Wastewater Financial Reserve Policy governs the funds that the individual Districts hold, consisting primarily of a relatively small operating fund since the majority of these Districts' expenses are the relatively predictable payments they make toward JOS operations. No changes are proposed that will affect this operating fund.

The Joint Outfall System Financial Reserve Policy governs the various funds held by the JOS itself. Since all operational and capital expenses are managed by the JOS, the overall financial stability of the JOS Districts is dependent on the JOS having adequate reserves. For the JOS Financial Reserve Policy, the following changes are recommended:

1. Consolidate Emergency Fund, O&M Financial Stability Fund, and Capital Projects Financial Stability Fund into a new Financial Stability Fund. The new fund will maintain the purposes of the existing funds but would ensure monies can be used for emergency expenses and capital expenses, and to facilitate a smooth transition in rates year-over-year. It also reduces the overall target reserve level, while continuing to maintain adequate reserves to meet the Districts' financial objectives.
2. Sinking Funds have been included to fund future major capital projects. Separate Sinking Funds will be established for each identified project or group of projects and Board approval will be required for each Sinking Fund. There are no immediate plans to utilize these funds for a current project, but it will be considered for specific projects in the future, as needed.

Revisions to the Wastewater Financial Reserve Policy that pertain to District No. 29's reserves related to local sewer operation are proposed that are similar to the JOS policy revisions.

The recommended revisions were unanimously endorsed by the Personnel Committee on March 26, 2025. The updated Policies will be presented to each Board for adoption over the next several months. You may find the link to the updated Policies on the posted agenda on the Districts' website ([www.lacsd.org](http://www.lacsd.org)), or you may contact Ms. Kim Christensen at [kchristensen@lacsd.org](mailto:kchristensen@lacsd.org), for hard copies to be mailed directly to you. If approved, the updated Policies will take effect on July 1, 2026.

Very truly yours,



Robert C. Ferrante

RCF:FP:OT:gc  
Enclosures