

Notice and Agenda

REGULAR MEETING — BOARD OF DIRECTORS — COUNTY SANITATION DISTRICT NO. 4

To be held in person and via teleconference per Brown Act, Section 54953(b)&(c), at the:

OFFICE OF THE DISTRICT **BEVERLY HILLS CITY HALL***
 1955 Workman Mill Road and 455 N. Rexford Place
 Whittier, CA 90601 Beverly Hills, CA 90210

WEST HOLLYWOOD CITY HALL*
 City Manager’s Conference Room – 3rd Floor
 8300 Santa Monica Boulevard
 West Hollywood, CA 90069

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>

THE DISTRICT MAY TAKE ACTION ON ANY AGENDA ITEM LISTED BELOW

WEDNESDAY	February 11, 2026	At 1:30 P.M.
Governing Body	Director	Alternate
BEVERLY HILLS	NAZARIAN*	WELLS
LOS ANGELES CITY	-----	MC OSKER (Chairperson)
WEST HOLLYWOOD	HEILMAN*	-----

1. Public Comment
2. Approve Minutes of Regular Meeting Held December 10, 2025
3. Approve October and November 2025 Expenses in Amount of \$3,514,991

Summary: Local District expenses represent costs incurred for operations, maintenance, and capital projects that are the sole responsibility of the individual District. Allocated expenses represent the District’s proportionate share of expenses made by District No. 2, the administrative District, on its behalf pursuant 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 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	\$1,922,346
Capital	1,590,077
Allocated Expenses:	
Joint Administration	1,508
Technical Support	1,060
Total Expenses	<u>\$3,514,991</u>

4. Receive and Order Filed [Annual Comprehensive Financial Report](#) (ACFR) for Fiscal Year Ending June 30, 2025

Summary: The Districts’ ACFR for the fiscal year ending June 30, 2025, which includes the annual audit required by state and federal laws, has been previously distributed to the Directors. This item is consistent with the Districts’ Guiding Principles of commitment to fiscal responsibility and prudent financial stewardship; and to protect financial and facility assets through prudent investment and maintenance programs.

5. 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 2026-27 for Each Parcel; Filed with Clerk of Board of Directors of District
 - (b) Establish Date, Time, and Place for Public Hearing on Service Charge 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 \$9.58 per month

5. Contd.

(\$115 per year), and no increase is recommended for fiscal year 2026-27. A letter discussing the service charge rate, the fiscal year 2026-27 preliminary budget, and related matters accompanies the agenda. Staff recommends that the Public Hearing be held at the Board meeting scheduled for June 10, 2026. 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. Adopt Amended Conflict of Interest and Disclosure Code

Summary: At its meetings of November 19 and December 9, 2025, the Districts' code reviewing body, the Los Angeles County Board of Supervisors, adopted the amended Conflict of Interest Codes and Disclosure Categories for the Districts. The amendments consist of the deletion of one position from the code as it no longer exists in the agency, changes to five position titles, the addition of six positions to the code, revisions to the "Place of Filing Statement," and clarification on the "Officials who manage Public Investments" language. Pursuant to Government Code 8306, each District Board is required to adopt the consolidated amended code, which is attached. This item is consistent with the Districts' Guiding Principles of commitment to ethical, respectful, and honest behavior in all interactions; and commitment to fiscal responsibility and prudent financial stewardship.

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 or need assistance, with language translation to participate in this meeting, please contact the Secretary to the Boards' Office at (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.



February 4, 2026

Boards of Directors
County Sanitation Districts Nos. 4, 9, 14, 20, and
Santa Clarita Valley Sanitation District of Los
Angeles County

Directors:

Wastewater Revenue Program for Fiscal Year 2026-27

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 will consider taking certain actions. Specifically, pursuant to state law, the Boards will consider to: (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 2026-27

Enclosed for your review is the preliminary budget for fiscal year 2026-27, a list of user fees, information on the monies set aside in various funds and reserves, and an explanation of terms used in the budget. The funds and reserves were established and funded in accordance with the Districts' *Wastewater Financial Reserve Policy*.

SERVICE CHARGE AND SURCHARGE RATES

No change to previously adopted rates is proposed for fiscal year 2026-27. Multi-family residential units pay 60 percent of the adopted single-family home (SFH) rate and condominiums pay 75 percent of the adopted SFH rate. Likewise, commercial and industrial dischargers pay in proportion to their use of the wastewater management system compared to an SFH. Dischargers with verified low water usage (particularly seniors and retirees) may qualify for a reduced charge.

LOW WATER REBATE PROGRAM

The cost of metering wastewater discharges from individual parcels is impractical and cost prohibitive. Hence, discharges are estimated using standard loading factors based on the size and types of facilities located on the parcel. With ongoing efforts by local communities to conserve water and install low-flow plumbing fixtures, many parcels may be discharging at lower rates than 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.

SUMMARY OF REQUIRED ACTIONS

As discussed above, the Board will consider the filing of a Service Charge Report with the District Clerk. The Boards will also consider scheduling a public hearing and instruct the District Clerk to publish newspaper notices to inform the public of the hearing. After the public hearing is closed, 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 adopted 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 for consideration as part of the overall budgetary process, adoption of which will authorize budget appropriations. In addition, the Boards will consider taking 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. 4 OF LOS ANGELES COUNTY SERVICE CHARGE REPORT FOR FISCAL YEAR 2026-27

INTRODUCTION

County Sanitation District No. 4 of Los Angeles County (District No. 4) encompasses all or portions of the cities of Beverly Hills, Los Angeles, and West Hollywood.

District No. 4, unlike other Sanitation Districts within the urbanized Los Angeles basin, does not own treatment and disposal facilities. Although District No. 4 owns and operates several large trunk sewers within the District, the District contracts for treatment and disposal services with the City of Los Angeles. These services are essential to protect the public health of the people served by the system.

District No. 4 must provide the revenue required to operate and maintain its facilities and pay its proportionate share of the operation and maintenance and capital costs of the facilities owned by the City of Los Angeles. 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, interest income, contract revenue and reserves.

SERVICE CHARGE DESCRIPTION

The supplemental revenue required under the *Master Service Charge Ordinance of County Sanitation District No. 4 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. 4 discharging more than 1.0 million gallons per year are required to file a wastewater treatment 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 (SU). 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 (COD), and suspended solids (SS). The number of sewage units per unit of measure shall be determined by the following formula:

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

where:

A = The proportion of the total operation and maintenance and capital costs required for conveyance, treatment, and disposal of wastewater for the fiscal year 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 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 attributable to suspended solids;

FLOW_{sfh} = Average flow of wastewater from a single-family home in gallons per day;

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

**COUNTY SANITATION DISTRICT NO. 4 OF LOS ANGELES COUNTY
SERVICE CHARGE REPORT FOR FISCAL YEAR 2026-27**

- 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.

The A, B, and C factors, defined above, are periodically adopted by the District No. 4 Board of Directors, the most recent adopted values can be found in *An Ordinance Prescribing the Service Charge Rate and Mean Loadings per Unit of Usage for County Sanitation District No. 4 of Los Angeles County*.

The service charge per sewage unit is determined by dividing the total required supplemental revenue by the total number of sewage units in District No. 4. The service charge for each parcel is determined by multiplying the service charge per 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 the User Categories and Mean Loadings, periodically adopted by the Board of Directors of District No. 4.

Based upon presently anticipated sources of funds, the service charge rate for fiscal year 2026-27 is \$115 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. 4 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 2026-27 Tax Rate Areas as shown in Table 1 are receiving or benefiting from the services and facilities of District No. 4. Additionally, the parcels listed in Table 2, which do not fall within the Tax Rate Areas shown in Table 1, are receiving or benefiting from the services and facilities of District No. 4. 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 Los Angeles 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 Los Angeles County 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
TAX RATE AREAS IN
COUNTY SANITATION DISTRICT NO. 4 OF LOS ANGELES COUNTY

000043	000193	000490	000944	001319
001320	001329	001349	001362	001364
002407	002411	002420	009970	012150
013623				

TABLE 2
PARCEL NUMBERS SERVED BY
COUNTY SANITATION DISTRICT NO. 4 OF LOS ANGELES COUNTY
OUTSIDE OF TAX RATE AREAS

4240005011 4336007037 5548020061 5555022028 5555022029 5555022030
5555022031

**County Sanitation District No. 4 of Los Angeles County
Preliminary Operating Fund Budget (\$ in thousands)
Fiscal Year 2026-27**

	Adopted 2025-26 ⁽¹⁾	Proposed 2026-27 ⁽¹⁾
<u>Starting Balance</u>	\$ 2,503	\$ 2,457
 <u>Sources of Funds</u>		
Service Charge	\$ 2,998	\$ 3,013
Industrial Waste Charges	25	36
Total Operating Revenue	3,022	3,049
 Ad Valorem Tax Revenue	 1,094	 1,172
Interest	50	49
Total Non-Operating Revenue	1,145	1,221
 Transfers from Designated Funds	 -	 314
Transfers from Restricted Funds	652	3,392
Total Transfers In	652	3,706
 Total Sources of Funds	\$ 4,819	\$ 7,976
 <u>Use of Funds</u>		
Joint Administration Operations	\$ 16	\$ 15
Sewer System Operations	94	59
Contract Disposal Operations	3,168	3,270
Other Operational Expenditures	14	17
Operations and Maintenance Expense	3,292	3,362
 Joint Administration Capital	 2	 1
Contract Disposal Capital	650	3,391
Capital Expense	652	3,392
 Transfers to Designated Reserves	 127	 -
Transfers Out	127	-
 Total Use of Funds	\$ 4,071	\$ 6,754
 <u>Ending Balance</u>	\$ 3,251	\$ 3,679

(1) The Adopted FY 25-26 Budget is presented as adopted by the Board in 2025. The ending balance reflects the estimate at that time, and therefore may not match the current estimated starting balance for the Proposed FY 26-27 Budget.

**County Sanitation District No. 4 of Los Angeles County
Reserve Funds Proposed Budget (\$ in thousands)
Fiscal Year 2026-27**

	Unrestricted	Designated ⁽¹⁾	Restricted	
	Operating	Financial Stability	Capital Improvement	Total
Starting Balance	\$ 2,457	43,554	6,618	52,630
Operating Revenue	3,049	-	-	3,049
Non-Operating Revenue	1,221	871	132	2,225
Capital Revenue	-	-	468	468
Transfers In	3,706	100	-	3,806
Operations and Maintenance Expense	3,362	-	-	3,362
Capital Expense	3,392	-	-	3,392
Transfers Out	-	414	3,392	3,806
Ending Balance	<u>3,679</u>	<u>44,111</u>	<u>3,826</u>	<u>51,617</u>

(1) Pursuant to the revised financial reserve policy to take effect on July 1, 2026, the Emergency Fund, O&M Financial Stability Fund, and Capital Projects Financial Stability Fund have been consolidated into a new Financial Stability Fund.

**County Sanitation District No. 4 of Los Angeles County
Wastewater Budget Rate and Other Information Summary
Fiscal Year 2026-27**

	<u>Adopted 2025-26</u>	<u>Proposed 2026-27 ⁽¹⁾</u>
<u>Service Charge Rate (\$ per Sewage Unit)</u>	115.00	115.00
<u>Industrial Waste (Surcharge) Rates</u>		
Flow (\$ per MGY)	528.00	659.00
COD (\$ per 1000 lbs)	111.20	118.60
SS (\$ per 1000 lbs)	335.30	709.80
Peak Flow (\$ per gpm)	45.60	44.90
Short Form Rate (\$ per million gallon per year)	2,129.00	2,696.00
<u>Total Connection Fee Rate (\$ per Capacity Unit)</u>	1,710.00	1,710.00
<u>Projected Sewage Units</u>		
Residential/Commercial	26,067	26,197
Industrial Waste	90	61
Contract Out	-26,157	-26,258
Total Served Sewage Units	<u>0</u>	<u>0</u>

(1) New service charge rates were adopted in June 2025 for FY2025-26, but inadvertently industrial users in the Districts were not sent notices at that time. Subsequently, new industrial waste rates were adopted in December 2025 for FY2026-27.

Sanitation Districts of Los Angeles County

Wastewater Budget Explanation and Glossary of Terms

Fiscal Year 2026-27

INTRODUCTION

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

- **Operating Fund Budget:** Details of the sources and uses of funds for the Operating Fund and Unrestricted Reserve Fund, described in the District’s wastewater reserve policies. The proposed budget for the upcoming fiscal year is compared to the 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. Joint Outfall System capital projects are not listed on individual district budgets and are instead listed in the Joint Outfall System budget.
- **Unrestricted, 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 adopted and proposed 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 Starting Balance	Projected cash balance in the Operating Fund as of July 1 at the beginning of the fiscal year shown.
Ad Valorem Tax Revenue	A District’s share of Ad Valorem (property) taxes paid by property owners in a District.
Service Charge Rate	Fees paid by residential, commercial and small industrial users of a District’s wastewater system. These fees are generally collected on the property tax bill as a separate line item.
Industrial Waste Rates	Fees paid by large industrial users of a District’s wastewater system. For districts in the Joint Outfall System, Industrial Waste Revenue is shown on the Joint Outfall System budget, not each individual districts budget.
Contract Revenue	Revenue from commodity and energy revenue sales; leases; and other similar sources of revenue.
Agricultural and Recycled Water Sales	Revenue from commodity sales of composted material and reclaimed water
Interest	Interest revenue generated by Unrestricted, Designated, and Restricted Reserves.

Grant Proceeds	Grant revenue, generally from state or federal grants toward capital projects.
Loan Proceeds	Funds received from loans taken out to finance capital projects, primarily Clean Water State Revolving Fund (CWSRF) and Water Infrastructure Finance and Innovation Act (WIFIA) loans.
Transfers from Restricted Reserve Funds	Funds transferred from Restricted Funds including transfers from Capital Improvement Funds to be used toward capital expenditures.
Transfers from Designated Reserve Funds	Funds transferred from Designated Funds including the Rate Stabilization Fund.
Transfers from Districts	Funds transferred from the Joint Outfall Districts to Joint Outfall System for the remaining share of balances.
Joint Administration Operations	A District's share of Joint Administration Operating Expenditures less any operational or non-operational Joint Administration Revenues
Joint Outfall Operations	A District's share of Joint Outfall System Operating Expenditures less any operational or non-operational Joint Outfall System Revenues
Sewer System Operations	Expenditures related to operating and maintaining sewers and pumping plants.
Treatment Plant Operations	Expenditures related to operating and maintaining treatment plants.
Composting Facility Operations	Expenditures related to operating and maintaining composting facilities.
Contract Disposal Operations	Expenditures related to the operation and maintenance for conveyance and treatment of wastewater performed by another entity.
Other Operational Expenditures	Operational expenditures that are not directly related to facilities, such as insurance, annexations, and certain regulatory work.
Joint Administration Capital	Capital expenses that are not related to facilities, such as laboratory and administration office projects.
Joint Outfall Capital	Joint Outfall System capital expenses related to facilities.
Sewer System Capital	Capital expenditures related to rehabilitation or expansion of sewers and pumping plants.

Treatment Plant Capital	Capital expenditures related to upgrade, repair or expansion of treatment plants.
Composting Facility Capital	Capital expenditures related to upgrade, repair or expansion of composting facilities.
Field Office Capital	Capital expenditures related to upgrade, repair or expansion of field offices.
Contract Disposal Capital	Capital expenditures related to conveyance and treatment of wastewater performed by another entity.
Loan Repayment	Interest and principal payments toward loans, primarily CWSRF and WIFIA loans.
Bond Repayment	Interest and principal payments toward bond debt.
Transfers to Designated Reserve Funds (Transfers Out)	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 Unrestricted Reserve Funds (Transfers in)	Funds transferred to Unrestricted Funds to be used to meet the cash flow needs of the Joint Outfall System.
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 Units	Total number of Sewage Units (single family home equivalent dischargers) that are served by facilities owned by the Districts.

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. Section 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 by reference into the Los Angeles County Sanitation Districts (“Agency”) conflict of interest code. 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 Designated Positions required to submit a Statement of Economic Interests (“Statement”) 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 Statements filed by its Chief Engineer and General Manager and forward the original of such Statements to Executive Office of the Board of Supervisors of Los Angeles County.

The Agency shall retain the originals of all Statements filed by 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 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 Agency 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 Agency 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 Agency 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 Agency.

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 Agency 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 Agency 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 Research Manager	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 Laboratory Superintendent, Warren Laboratory, 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 Warren Manager, Wastewater Management	4-7
26 Supervising Engineer, Warren Section, Wastewater Management	5, 6
27 Supervising Engineer, Wastewater Collection Systems Operations & Maintenance, Wastewater Management	5, 6
28 Supervising Engineer, Wastewater Collection Systems Engineering	5, 6

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

Designated Positions

Disclosure Categories

29	Supervising Engineer, Water Reclamation Plants Section, Wastewater Management	5, 6
30	Supervising Engineer, Electrical & Instrumentation Engineering Support Group, Wastewater Management	5, 6
31	Supervising Engineer, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
32	Supervising Industrial Waste Inspector II	7
33	Supervising Industrial Waste Inspector I	7
34	Project Engineer, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
35	Senior Industrial Waste Inspector, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
36	Industrial Waste Inspector I, II, Field and Compliance Engineering, Inspection, and Monitoring, Wastewater Management	7
37	Division Engineer, Engineering	4-7
38	Supervising Engineer, Resident Engineer, Construction Management Section, Engineering	4-7
39	Project Engineer, Resident Engineer, Construction Management Section, Engineering	4-7
40	Supervising Construction Inspector, Construction Management Section, Engineering	4-7
41	Construction Inspector, Construction Management Section, Engineering	4-7
42	Budget and Finance Manager, Financial Management	4-7
43	Accounting Services Supervisor, Financial Management	4-7
44	Insurance & Claims Coordinator, Financial Management	4, 5, 6, 8
45	Procurement and Risk Manager, Purchasing Section, Financial Management	4, 5, 6, 8
46	Senior Buyer, Purchasing Section, Financial Management	4, 5, 6, 8
47	Buyer, Purchasing Section, Financial Management	4, 5, 6, 8
48	Revenue Collection Supervisor, Financial Management	7
49	Customer Service Specialist (Surcharge), Revenue Collection Group, Financial Management	7
50	Customer Service Specialist (Data Management), Revenue Collection Group, Financial Management	7

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
51 Customer Service Coordinator (Customer Service), Revenue Collection Group, Financial Management	7
52 Surcharge Assistant, Industrial Waste, Revenue Collection, Financial Management	7
53 Customer Service Representative, Revenue Collection Group, Financial Management	7
54 Division Engineer, Planning & Property Management	1, 4, 5, 7, 8
55 Supervising Engineer, Property Management, Facilities Planning	1, 4, 5, 7, 8
56 Information Technology Manager, Information Technology Section, Facilities Planning	5, 6
57 Division Engineer, Wastewater Planning Section, Facilities Planning	1, 4, 5, 7, 8
58 Division Engineer, Information Services Section, Facilities Planning	5, 6
59 Chief Information Officer	5, 6
60 Legislative Programs Manager	5, 7
61 Environmental Health and Safety Manager	5, 6
62 IW Surcharge Supervisor	7
63 Customer Service Supervisor	7
64 Manager of Construction Management	4-7
65 Wastewater Collection Systems Manager	4-7
66 Water Reclamation Plants Manager	4-7
67 Solid Waste Operations and Engineering Manager	4-7
68 Manager of Civil and Mechanical Design	4-7
69 Diversity, Equity and Inclusion Programs Manager	5
70 Assistant Human Resources Director	5, 6, 9
71 Assistant Warren Manager	4-7
72 Laboratory Superintendent, SJC Laboratory, Technical Services	4-7
73 Superintendent of Industrial Waste Inspection	7
74 Superintendent of Construction Inspection	4-7
75 Industrial Waste Manager	4-7
76 Consultant/New Positions***	

Los Angeles County Sanitation Districts

Exhibit "B" (Cont'd)

*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 Agency 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 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 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 pursuant to Government Code Section 87200 et seq. All Statements filed by these positions must be filed with the Fair Political Practices Commission using their electronic filing system.

Chief Engineer and General Manager
Assistant Chief Engineer and Assistant General Manager
Deputy Assistant Chief Engineer
Chief Accountant
Departmental Head, Financial Management

EFFECTIVE: 12/10/2025