

# County of Monterey

Government Center - Board Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901



## Meeting Agenda - Final

Tuesday, September 17, 2024

10:30 AM

Join via Zoom at <https://montereycty.zoom.us/j/224397747> - or in person at the address listed above

### Boronda County Sanitation District

*Chair Director Glenn Church - District 2*

*Vice Chair Director Chris Lopez - District 3*

*Director Wendy Root Askew - District 4*

*Director Mary L. Adams - District 5*

*Director Luis A. Alejo - District 1*

**Participation in meetings**

While the Board chambers remain open, members of the public may participate in Board meetings in 2 ways:

1. You may attend the meeting in person; or,
2. You may observe the live stream of the Board of Supervisors meetings at <https://monterey.legistar.com/Calendar.aspx>, <http://www.mgtvonline.com/>, [www.youtube.com/c/MontereyCountyTV](http://www.youtube.com/c/MontereyCountyTV) or <https://www.facebook.com/MontereyCoInfo/>

If you choose not to attend the Board of Supervisors meeting but desire to make general public comment, or comment on a specific item on the agenda, you may do so in 2 ways:

a. submit your comment via email by 5:00 p.m. on the Monday prior to the Board meeting. Please submit your comment to the Clerk of the Board at [cob@co.monterey.ca.us](mailto:cob@co.monterey.ca.us). In an effort to assist the Clerk in identifying the agenda item relating to your public comment please indicate in the Subject Line, the meeting body (i.e. Board of Supervisors Agenda) and item number (i.e. Item No. 10). Your comment will be placed into the record at the Board meeting.

b. you may participate through ZOOM. For ZOOM participation please join by computer audio at: <https://montereycty.zoom.us/j/224397747>

OR to participate by phone call any of these numbers below:

- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 312 626 6799 US (Chicago)
- +1 929 205 6099 US (New York)
- +1 253 215 8782 US
- +1 301 715 8592 US

Enter this Meeting ID number: 224397747 when prompted. Please note there is no Participant Code, you will just hit # again after the recording prompts you.

You will be placed in the meeting as an attendee; when you are ready to make a public comment if joined by computer audio please Raise your Hand; and by phone please push \*9 on your keypad.

**PLEASE NOTE: IF ALL BOARD MEMBERS ARE PRESENT IN PERSON, PUBLIC PARTICIPATION BY ZOOM IS FOR CONVENIENCE ONLY AND IS NOT REQUIRED BY LAW. IF THE ZOOM FEED IS LOST FOR ANY REASON, THE MEETING MAY BE PAUSED WHILE A FIX IS ATTEMPTED BUT THE MEETING MAY CONTINUE AT THE DISCRETION OF THE CHAIRPERSON.**

## Participación en reuniones

Mientras las cámaras de la Junta permanezcan abiertas, los miembros del público pueden participar en las reuniones de la Junta de 2 maneras:

1. Podrá asistir personalmente a la reunión; o,

2. Puede observar la transmisión en vivo de las reuniones de la Junta de Supervisores en <https://monterey.legistar.com/Calendar.aspx>, <http://www.mgtvonline.com/>, [www.youtube.com/c/MontereyCountyTV](http://www.youtube.com/c/MontereyCountyTV) o <https://www.facebook.com/MontereyCoInfo/>

Si elige no asistir a la reunión de la Junta de Supervisores pero desea hacer comentarios del público en general o comentar un tema específico de la agenda, puede hacerlo de 2 maneras:

a. envíe su comentario por correo electrónico antes de las 5:00 p.m. el lunes anterior a la reunión de la Junta. Envíe su comentario al Secretario de la Junta a [cob@co.monterey.ca.us](mailto:cob@co.monterey.ca.us). En un esfuerzo por ayudar al secretario a identificar el tema de la agenda relacionado con su comentario público, indique en la línea de asunto el cuerpo de la reunión (es decir, la agenda de la Junta de Supervisores) y el número de artículo (es decir, el artículo n.º 10). Su comentario se colocará en el registro en la reunión de la Junta.

b. puedes participar a través de ZOOM. Para participar en ZOOM, únase por audio de computadora en: <https://montereycty.zoom.us/j/224397747>

O para participar por teléfono llame a cualquiera de estos números a continuación:

- +1 669 900 6833 EE. UU. (San José)
- +1 346 248 7799 EE. UU. (Houston)
- +1 312 626 6799 EE. UU. (Chicago)
- +1 929 205 6099 EE. UU. (Nueva York)
- +1 253 215 8782 EE. UU.
- +1 301 715 8592 EE. UU.

Ingrese este número de ID de reunión: 224397747 cuando se le solicite. Tenga en cuenta que no hay un código de participante, simplemente presione # nuevamente después de que la grabación lo solicite.

Se le colocará en la reunión como asistente; cuando esté listo para hacer un comentario público si se une al audio de la computadora, levante la mano; y por teléfono, presione \*9 en su teclado.

**TENGA EN CUENTA: SI TODOS LOS MIEMBROS DE LA JUNTA ESTÁN PRESENTES EN**

**PERSONA, LA PARTICIPACIÓN DEL PÚBLICO POR ZOOM ES ÚNICAMENTE POR CONVENIENCIA Y NO ES REQUERIDA POR LA LEY. SI LA ALIMENTACIÓN DE ZOOM SE PIERDE POR CUALQUIER MOTIVO, LA REUNIÓN PUEDE PAUSARSE MIENTRAS SE INTENTA UNA SOLUCIÓN, PERO LA REUNIÓN PUEDE CONTINUAR A DISCRECIÓN DEL PRESIDENTE.**

**NOTE: All agenda titles related to numbered agenda items are live web links. Click on the title to be directed to the corresponding Board Report.**

**PUBLIC COMMENTS: Members of the public may address comments to the Board concerning each agenda item. The timing of public comment shall be at the discretion of the Chair.**

### **10:30 A.M. - Call to Order**

#### **Roll Call**

#### **Additions and Corrections by Clerk**

The Clerk of the Board will announce agenda corrections and proposed additions, which may be acted on by the Board as provided in Sections 54954.2 of the California Government Code.

#### **General Public Comments**

This portion of the meeting is reserved for persons to address the Board on any matter not on this agenda but under the jurisdiction of the Board of Supervisors. Board members may respond briefly to the statement made or questions posed. They may ask a question for clarification; make a referral to staff for factual information or request staff to report back to the Board at a future meeting.

#### **Consent Calendar**

1. Acting as the Board of Directors of the Boronda County Sanitation District:  
Authorize and direct the Auditor-Controller to amend the Fiscal Year 2024-25 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit PFP049, to increase appropriations by \$187,998, funded by an increase in sanitation services revenue of \$2,683 and unassigned fund balance (156-3101) of \$185,315 to fund the completion of an Engineer's Report and Proposition 218 sewer rate increase, sewer line inspection and cleaning, and mandated regulatory compliance (4/5 vote required).

**Attachments:**     [Board Report](#)  
                          [Attachment A - BCSD Resolution](#)  
                          [Attachment B - FY24-25 BCSD Financial Summary](#)  
                          [Attachment C - BCSD LAFCO Map](#)

#### **Adjournment**



# County of Monterey

## Item No.1

### Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: BCSD RES 24-005

September 17, 2024

**Introduced:** 8/29/2024

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BCSD Resolution

Acting as the Board of Directors of the Boronda County Sanitation District:

Authorize and direct the Auditor-Controller to amend the Fiscal Year 2024-25 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit PFP049, to increase appropriations by \$187,998, funded by an increase in sanitation services revenue of \$2,683 and unassigned fund balance (156-3101) of \$185,315 to fund the completion of an Engineer's Report and Proposition 218 sewer rate increase, sewer line inspection and cleaning, and mandated regulatory compliance (4/5 vote required).

RECOMMENDATION:

It is recommended that the Board of Supervisors, acting as the Board of Directors of the Boronda County Sanitation District:

Authorize and direct the Auditor-Controller to amend the Fiscal Year 2024-25 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit PFP049, to increase appropriations by \$187,998, funded by an increase in sanitation services revenue of \$2,683 and unassigned fund balance (156-3101) of \$185,315 to fund the completion of an Engineer's Report and Proposition 218 sewer rate increase, sewer line inspection and cleaning, and mandated regulatory compliance.

SUMMARY/DISCUSSION:

The Boronda County Sanitation District (BCSD) provides wastewater collection services to the community of Boronda. The operations and maintenance of the wastewater treatment and collection system must meet the regulatory requirements established under the California Water Boards, State Water Resources Control Board (SWRCB) Waste Discharge Requirements for Wastewater Discharge Order 3SS018097 issued by the SWRCB.

BCSD will incur costs greater than the amount budgeted in Fiscal Year (FY) 2024-25 due to the need to perform sewer line inspection/cleaning, complete a rate study and Proposition 218 election to establish a new wastewater collection services rate, and meet state water compliance requirements.

Regular sewer line maintenance and inspections are critical to the proper function of the sanitation system and allow for early detection of issues that can result in line breaks and sewer spills. System cleaning is most effective when completed prior to the wet weather season.

A draft rate study, originally anticipated to be completed prior to the end of last fiscal year is currently in progress and estimated to be completed by early 2025. Once completed, community outreach will commence, followed by the Proposition 218 election, which is required to establish new rates. This schedule will allow for new rates to be placed on the tax rolls for the 2025-26 fiscal year.

Finally, the State of California requires publicly owned sanitation sewer systems to develop and implement a Sewer System Management Plan (SSMP) to properly manage, operate, and maintain the wastewater collection system, provide adequate capacity to convey peak flows, and to minimize the frequency of and mitigate the impact of sewer spills.

OTHER AGENCY INVOLVEMENT:

At its September 3, 2024, meeting, the Budget Committee received and supported a report from staff for this appropriation request.

FINANCING:

If approved, the BCSD adopted budget for FY 2024-25 will be modified to increase appropriations by \$187,998 to fund additional expenditures for maintenance, completion of a rate study, and a subsequent Proposition 218 Election. The increased costs are proposed to be funded by BCSD's unassigned fund balance of \$185,315 and additional sanitation services revenue of \$2,683. The estimated ending fund balance will be \$3,853.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The requested appropriation will allow for necessary maintenance of the sewer infrastructure, a rate structure that will provide for the proper levels of funding and meet State of California requirements to ensure proper management and operations of the system, all which comply with the Board of Supervisors' Strategic Initiates for Infrastructure and Public Safety.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Lynette Redman, Management Analyst III, (831) 796-6038

Reviewed by: Tom Moss, Senior Water Resources Hydrologist

Reviewed by: Enrique Saavedra, PE, Chief of Public Works

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

Attachments:

Attachment A - Resolution

Attachment B - BCSD FY 2024-25 Financial Summary

Attachment C - Location Map



# County of Monterey

**Item No.**

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RECOMMENDATION:

It is recommended that the Board of Supervisors, acting as the Board of Directors of the Boronda County Sanitation District:

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A draft rate study, originally anticipated to be completed prior to the end of last fiscal year is currently in progress and estimated to be completed by early 2025. Once completed, community outreach will commence, followed by the Proposition 218 election, which is required to establish new rates. This schedule will allow for new rates to be placed on the tax rolls for the 2025-26 fiscal year.

Finally, the State of California requires publicly owned sanitation sewer systems to develop and implement a Sewer System Management Plan (SSMP) to properly manage, operate, and maintain the wastewater collection system, provide adequate capacity to convey peak flows, and to minimize the frequency of and mitigate the impact of sewer spills.

OTHER AGENCY INVOLVEMENT:

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FINANCING:

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BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The requested appropriation will allow for necessary maintenance of the sewer infrastructure, a rate structure that will provide for the proper levels of funding and meet State of California requirements to ensure proper management and operations of the system, all which comply with the Board of Supervisors' Strategic Initiates for Infrastructure and Public Safety.

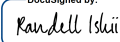
- Economic Development
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Prepared by: Lynette Redman, Management Analyst III, (831) 796-6038

Reviewed by: Tom Moss, Senior Water Resources Hydrologist

Reviewed by: Enrique Saavedra, PE, Chief of Public Works

Approved by: Randell Ishii, MS, PE, TE, PTOE, Director of Public Works, Facilities and Parks

DocuSigned by:  
  
 CO9779208E904F3  
 9/5/2024 | 12:55 PM PDT

Attachments:

- Attachment A - Resolution
- Attachment B - BCSD FY 2024-25 Financial Summary
- Attachment C - Location Map

**Before the Board of Directors of the Boronda County Sanitation District  
County of Monterey, State of California**

**Resolution No. 24-0 \_\_\_\_\_**

Acting as the Board of Directors of the Boronda County Sanitation District:	)
Authorize and direct the Auditor-Controller to amend the Fiscal Year 2024-25 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit PFP049, to increase appropriations by \$187,998, funded by an increase in sanitation services revenue of \$2,683 and unassigned fund balance (156-3101) of \$185,315 to fund the completion of an Engineer’s Report and Proposition 218 sewer rate increase, sewer line inspection and cleaning, and mandated regulatory compliance (4/5 vote required).	)

WHEREAS, the Board of Supervisors of the County of Monterey is acting as the Board of Directors of the Boronda County Sanitation District (BCSD);

WHEREAS, the BCSD Fiscal Year (FY) 2024-25 adopted revenue budget is insufficient to fund higher than anticipated sewer line inspection and maintenance, consulting services to complete the rate study and Proposition 218 election, and regulatory compliance.;

WHEREAS, annual revenue in the amount of \$2,683 and fund balance in the amount of \$185,315 is available to fund the requested increase;

WHEREAS, completion of maintenance projects including sewer line cleaning and generator repairs, are critical and necessary for the function of the sanitation system;

WHEREAS, BCSD sewer rates have not been increased in several years, resulting in the need for a rate study and subsequent Proposition 218 rate increase to establish new rates, which if approved would be implemented on July 1, 2025, and will support future fiscal sustainability of the sewer system;

WHEREAS, State of California regulatory compliance requires BCSD to develop and implement a Sewer System Management Plan (SSMP) to ensure proper management, operations and maintenance of the wastewater collection system;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors of the County of Monterey, acting as the Board of Directors of the Boronda County Sanitation District, hereby approves the following:

- a. Authorizes and directs the Auditor-Controller to amend the Fiscal Year 2024-25 Boronda County Sanitation District Adopted Budget, Fund 156, Appropriation Unit PFP049, to increase appropriations by \$187,998, funded by an increase in sanitation services revenue of \$2,683 and unassigned fund balance (156-3101) of \$185,315 to fund the completion of an Engineer’s Report and Proposition 218 sewer rate increase,

sewer line inspection and cleaning, and mandated regulatory compliance (4/5 vote required).

PASSED AND ADOPTED upon motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and carried this 17<sup>th</sup> day of September 2024, by the following vote, to wit:

AYES:  
NOES:  
ABSENT:

I, Valerie Ralph, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original resolution of said Board of Supervisors duly made and entered in the minutes thereof Minute Book \_\_\_ for the meeting on September 17, 2024.

Dated: \_\_\_\_\_ Valerie Ralph, Clerk of the Board of Supervisors  
File Number: \_\_\_\_\_ County of Monterey, State of California

By \_\_\_\_\_  
Deputy

**BORONDA COUNTY SANITATION DISTRICT**  
**FY 2024-25 Financial Summary**  
**Fund 156 Dept 3200 Unit 8567**

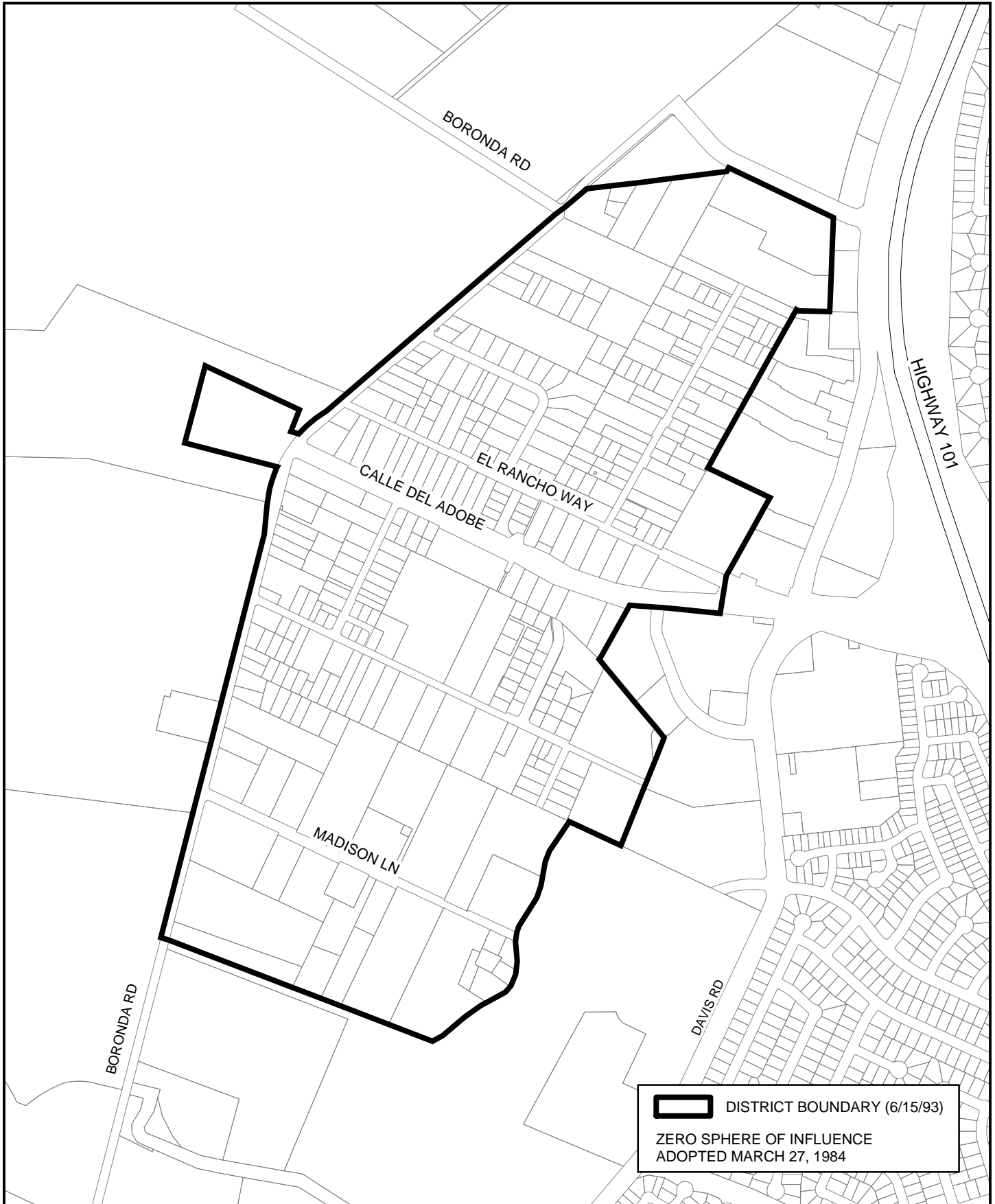
**Estimated Beginning Fund Balance** \$ 185,315 \$ 185,315

<i>Revenue</i>	FY 2024-25 Revenue Budget	2024-25 Revenue YTD 07-11-2024	2024-25 Revenue Est Year End
4250 Road Privileges and Permits	\$ 900	\$ -	\$ 900
4600 Investment Income	\$ 196	\$ -	\$ 196
5680 Sanitation Services	\$ 159,000	\$ -	\$ 159,000
<b>Total Revenues</b>	<b>\$ 160,096</b>	<b>\$ -</b>	<b>\$ 160,096</b>

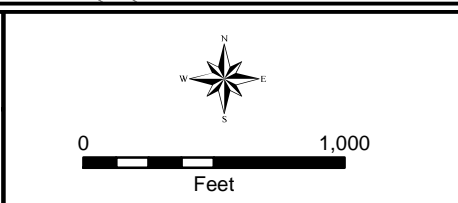
**Total Available Financing** \$ 345,411 \$ - \$ 345,411

<i>Financing Requirements</i>	FY 2024-25 Expenditure Budget	FY 2024-25 Expenditures YTD 2/22/2024	FY 2024-25 Expenditures Est Year End
6231 Communications Charges	\$ 1,546	\$ 20	\$ 1,546
6266 Insurance - Property	\$ 6,095		\$ 6,095
6609 Other Personnel Services	\$ 92,335		\$ 102,335
6613 Other Professional Services			\$ 177,998
<i>Greenline-Sewer Line Inspection &amp; Cleaning</i>			\$ 45,395
<i>Rate Study/Prop 218 Rate Increase</i>			\$ 71,400
<i>Compliance SSMP</i>			\$ 61,203
6835 Other Special Departmental Exp	\$ 4,568		\$ 4,568
6881 Utilities	\$ 10,166	\$ 247	\$ 10,166
7614 Operating Transfers Out (Bond Payment)	\$ 38,850		\$ 38,850
<b>Total Expenditures</b>	<b>\$ 153,560</b>	<b>\$ 267</b>	<b>\$ 341,558</b>

**Estimated Ending Fund Balance** \$ 3,853



**LAFCO** of Monterey County  
 LOCAL AGENCY FORMATION COMMISSION  
 P.O. Box 1369 132 W. Gabilan St., Suite 102  
 Salinas, CA 93902 Salinas, CA 93901  
 Telephone (831) 754-5838 Fax (831) 754-5831



**SPECIAL DISTRICTS**  
**BORONDA COUNTY  
 SANITATION DISTRICT**



# County of Monterey

**Item No.**

## Board Report

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Attachments:

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