

HOME GARDENS SANITARY DISTRICT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 28, 2023

The Regular Meeting of the Board of Directors of the Home Gardens Sanitary District was called to order by the President, Salvador Cacho, at 7:30 p.m. at the office of the District, 13538 Magnolia Ave., Corona, CA 92879.

Directors present were: Cacho, Barajas, Garrison, Samson Runion and Serrato. Also present were: Alan Burns, District Counsel; Tracey LaBonte, General Manager; and Tania Duarte, Administrative Assistant. Doug Dove, Representative from Bartle Wells Associates was present remotely.

Items for discussion and consideration:

1. Doug Dove presented the Draft Calculation Tables. Discussion followed. The Board requested more information on the recycled water cost. This item will be on the next month agenda for the Board to consider.

President Cacho moved back to Item III on the agenda.

Minutes of the regular meeting of January 24, 2023 were presented for approval. Motion was made by Director Barajas, seconded by Director Serrato, and unanimously carried to approve the minutes as presented.

President Cacho moved back to Item II on the agenda.

Public Comment: None.

Expenditures for the month of February 2023 were presented and discussed. Motion was made by Director Garrison, seconded by Director Samson Runion, and unanimously carried to approve the expenditures as presented.

Manager LaBonte presented the Budget Efficiency and Income/Revenue reports. Discussion followed.

Staff Report:

1. On February 14<sup>th</sup>, General Manager LaBonte attended a Pre-Construction Meeting for the County of Riverside Transportation Department for Project No. D3-0007 and D3-0012. This project will consist of a Slurry Seal for some of the District's streets and one Curb Ramp on the corner of Barker and Grant. The contractor will protect all manholes from the

Slurry Seal. The project is slated to start mid-March and will last for 65 working days.

2. Joel from Western Municipal Water District came into the office on February 21<sup>st</sup> to inform us that he spoke with the General Contractor for the property on the corner of Old Magnolia and Sixth Street. The Contractor stated that they are connecting to Corona for Sewer Services. He stated that he was aware of the Home Gardens Easement and that they will protect it. Joel made him aware that he needs to submit the plans to the District. General Manager LaBonte spoke with District Counsel Burns and District Engineer Sims, District Counsel Burns will reach out to the District Counsel at the City of Corona regarding the connection and to remind them of the HGSD v. Corona Case.

On February 27<sup>th</sup> Corona's Counsel Derleth acknowledged that they need to connect to HGSD and that when the project is resubmitted for review the staff will notify the applicant that they need to connect to HGSD.

3. On February 22<sup>nd</sup> employee Silvia Flores informed General Manager LaBonte that she has found another job. She did express her appreciation for the time she has spent at the District. Her last day will be March 9<sup>th</sup>. General Manager LaBonte will begin looking for her replacement.

**WRCRWA Regular Meeting Executive Committee**

February 9, 2023

**4A.** Consider Approving Draft WRCRWA Recycled Water Policy Memorandum dated January 24, 2023.

**RW Assets**

Onsite RW Storage:

Owned by WRCRWA, capacity is allocated to members based on treatment ownership. Costs for O&M, repair and replacement is allocated on the percentage of ownership.

RW Pump Station:

Will be owned and maintained by WRCRWA with pumping rights based on proportionate financial contributions made by each member. There will be fixed and variable expenses.

Northerly and Southerly Pipelines:

Northerly pipeline is proposed to be 24" diameter and will be owned and operated by JCSD. The 20" diameter pipeline will be owned and operated by Corona. They will both coordinate with WRCRWA on

deliveries from the RWPS to the pipelines. Each member will have a separate operating agreement with the agency that owns the pipeline.

### **Transfers, Outside Sales, and External Exchanges of RW**

1. Internal transfers between member: A member can set the terms of a sale or lease of its RW and offer it to all members. If more than one Member wants to acquire the available capacity can do so based in relation to their RW ownership capacity. WRCRWA is not party to the transfer agreement but is notified for accounting purposes.

2. Internal transfers between members with unique provisions: Under this scenario members who shared unique provisions (such as shared RW infrastructure) can do transfers between themselves without offering to the other members. WRCRWA is not party to the transfer agreement but is notified for accounting purposes.

3. WRCRWA RW Pool for Outside Sales: Here members declare how much RW capacity available to put in a pool for WRCRWA to market to outside entities. Benefits from sales to outside entities is in proportion to the amount of capacity they make available relative to the total pool available. Agreement would be between WRCRWA and the outside entity. An agency making available RW to the WRCRWA RW Pool for outside sales MUST have available rights in the RWPS and associated pipelines.

4. Member Agency External Sales: A Member agency at its sole discretion can do a sale to an outside entity "that is unique to the member agency involved in the transaction." WRCRWA is not party to these agreements but it notified for accounting purposes. Examples given to show uniqueness include: exchanges of RW for potable water rights, meeting SAR base flow obligations, and receiving environmental habitat credits.

The Executive Committee Board voted to recommend to the Board of Directors to approve the WRCRWA Recycled Water Policy Memorandum dated January 24, 2023.

**4B.** The Committee will recommend the Board of Directors approve the Purchase Order to West Yost for the WRCRWA Adaptive Management and Monitoring Program.

WRCRWA is required per the Change of Use Permit to evaluate the potential impacts of reduced flow of RW to SAR from WRCRWA once diversions start. West Yost has already been developing baseline monitoring data since 2018 and with this Purchase Order will continue monitoring in 2023 and then once diversions start in the future, do additional monitoring. The Cost is \$70,598 and included in the FY 2023 so no budget amendment is necessary.

**4C.** The Committee will recommend the Board of Directors approve the Purchase Order to Solenis for the Procurement of Polymer.

Polymer is used as part of the dewatering process and necessary. Costs were underestimated in the budget process and further exacerbated by increases in cost. The requested purchase order increase is \$400,000. Although approval requires a Purchase Order Amendment, the Administrator believes a budget amendment will not be necessary due to ability to shift funding around within the budget where there has been underutilization of the budgeted funding.

**4D.** The Committee will recommend the Board of Directors approve the Purchase Order to West Tech for Tertiary Filter Cassettes. Filter cassettes are necessary so the filtration of the RW can meet discharge requirements. The cassettes have a 3 to 5 year life span, and it is proposed to replace the 350 cassettes in one of the four filter units each year. This will be an annual ongoing expense. A Purchase Order of \$200,000 is requested to buy 350 cassettes to put in one unit. Since this PO request exceeds \$60,000 it is above the Administrator's limit and requires Board approval. Funding was included in the approved FY 2023 Budget.

**4E.** The Committee will recommend the Board of Directors approve the Purchase Order to Flender for the Procurement of a Gearbox. A new aerator gearbox for the oxidation ditch is needed. A Purchase Order

in the amount of \$192,750 is needed for the replacement part. The existing gearbox will be rebuilt for future use. Issuance of this PO does not require a budget amendment as funding for this will come from Asset Replacement funds approved in the FY 2023 Budget.

**4F.** The Committee will recommend the Board of Directors approve the Adoption of Resolution 23-002 Recognizing Jane Anderson for her years of dedicated service as a WRCRWA Board of Director. Jane Anderson served as a WRCRWA Board Member for 12 years.

Items for discussion and consideration:

2. The Board discussed January's Monthly Status Report from G & G Environmental Compliance.

3. A motion was made by Director Garrison, seconded by Director Samson Runion, and unanimously carried to approve that President Cacho vote for Carol L. Gonzales-Brady (Western Region) on the Special District Selection Committee Members of the Riverside Local Agency Formation Commission (LAFCO).

4. Signatures were obtained for the Statement of Economic Interests Form 700.

5. Consideration of late fee waivers:

A. After consideration for Adrian Perez's request to waive the late fee on his account of \$13.50, a motion was made by Director Samson Runion, seconded by Director Barajas and unanimously carried to approve waiving the late fee one time.



B. After consideration for Gang Yang's request to waive the late fees on his account of \$56.18, a motion was made by Director Serrato, seconded by Director Samson Runion and unanimously carried to approve waiving the late fee one time.

6. After consideration for Gang Yang's request for a refund for the months of October 2022 to December 2022, a motion was made by Director Barajas, seconded by Director Serrato and unanimously carried to approve that District Counsel will gather more information for the Board to consider in the next meeting. This item will be on the next month agenda.

7. A motion was made by Director Barajas, seconded by Director Serrato and unanimously carried to approve notifying those who are on the current delinquent account list of a Notice of Hearing.

8. A motion was made by Director Garrison, seconded by Director Serrato and unanimously carried to approve notifying those who are more than 6 months due of a Notice of Hearing.

9. A motion was made by Director Samson Runion, seconded by Director Barajas and unanimously carried to approve that staff will advise the State Water Resources Control Board of a spill from a severe offset lateral between Manholes 84 and 83.

Closed Session: None.

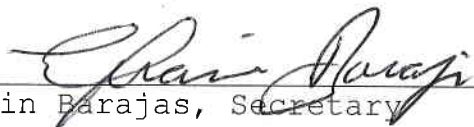
Directors Comments: None.

There being no further business, President Salvador Cacho adjourned the meeting at 9:03 p.m.

  
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Efrain Barajas, Secretary

The foregoing minutes were approved by the Board of Directors of the Home Gardens Sanitary District at the regularly scheduled meeting of said Board March 28, 2023.

Signed:   
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~~Salvador Cacho, President~~  
Miguel Serrato, Pro-tem President

  
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Efrain Barajas, Secretary