

HOME GARDENS SANITARY DISTRICT

MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS

JUNE 23, 2020

The regular meeting of the Board of Directors of the Home Gardens Sanitary District was called to order by the President, Grady Garrison at 7:30 p.m. at the office of the District, 13538 Magnolia Ave, Corona, California.

Directors present were: Garrison, Samson Runion, Serrato, Cacho and Barajas. Also present were Alan Burns, District Counsel, Janey Gress, General Manager and April Cervantes, Staff Assistant.

President Barajas moved to Item III on the agenda.

Minutes of the regular meeting of May 26, 2020 were presented for approval. Motion was made by Director Serrato, seconded by Director Barajas, and unanimously carried to approve the minutes as presented.

Expenditures for the month of June 2020 were presented and discussed. Motion was made by Director Cacho, seconded by Director Samson Runion, and unanimously carried to approve the monthly expenditures as presented.

Budget Efficiency/Income Revenue Reports:

Manager Gress presented the budget efficiency and Income Revenue reports. Discussion followed.

Staff Report:

General Manager Gress discussed sending flowers to Director Serrato's and Staff Assistant Tracey LaBonte's families after the Passing of their brothers.

President Garrison moved to Item II on the agenda.

Public Comment: None.

WRCRWA Committee Report:

Regular Meeting of the Board of Directors of the Western Riverside County Regional Wastewater Authority on May 28, 2020:

1. The Board of Directors approved to:
  - A. Adopt the Fiscal Year 2020-2021 Budget Operating, Debt Service, and Capital along with new rates consistent with the budget figures.
  - B. Adopt Resolution 20-001 Establishing Rates to be charged for Conveyance, treatment, and Disposal of Wastewater.
  - C. Direct Member Agencies to present the Fiscal Year 2020-2021 Budget to their governing board for approval: and
  - D. Authorize the Administrator to open annual purchase orders, totaling 1,717,000, for Fiscal Year 2020-2021 that exceed the Board approved purchase authorization limit of the Administrator of \$60,000.
2. A presentation was given on a preliminary design recommendation associated with the project for the Western Riverside County Regional Wastewater Authority and is based on the design concept investigations and options presented in the Facilities Assessment Report. The report provided the following points for determination:

1. Efficiency.
2. Work-space: Space for new and existing equipment, tools, maintenance, and repairs to part and equip.
3. Accessibility and Functionality: Entry, egress, workspace, break areas, meeting room, restrooms, and locker rooms.
4. Storage: Utilization for proper storage of facility parts and equipment.
5. Security: Upgrade current facility accessibility with proper public and staff separation access, functionality, and secure inventory.
6. Aesthetics: Upgrade interior and possibly exterior features comparable to other facility locations.

Items for Discussion and Consideration of the HGSD Board:

1. The Board Discussed May's Monthly Status Report from G & G Environmental Compliance.
2. Financial Statements and Independent Auditors' Report for the Year Ended June 30, 2019 was distributed.
3. A motion was made by Director Barajas, seconded by Director Cacho, and unanimously carried to adopt WRCRWA's proposed budget for fiscal year 2020-2021.
4. A motion was made by Director Cacho, seconded by Director Samson Runion, and unanimously carried to adopt Resolution No. 500 approving and ratifying the WRCRWA budget for fiscal year 2020-2021.
5. After discussion of the District's Budget for Fiscal Year 2020-2021, a motion was made by Director Serrato, seconded by Director Barajas, and unanimously carried to approve the Home Gardens Sanitary District Budget for Fiscal Year 2020-2021.

6. The Board discussed District Operations, Disconnections, and Late Fees considering the COVID-19 pandemic. Operations will remain the same, no disconnections will be performed. Late fees will be waived for all patrons since the COVID-19 pandemic began and will again be addressed at the July 28, 2020 Board Meeting. A letter will be sent to all the Patrons that are late advising them that sewer fees are still owed. This will be a recurring item on the agenda as needed.

Closed Session:

The meeting adjourned to Closed Session at 8:32 pm to provide Instructions to Janey Gress about negotiations with unrepresented Employee Tracey LaBonte.

The meeting reconvened out of closed session at 8:38 pm and Legal Counsel reported that the Board authorized the General Manager to Discuss with Staff Assistant Tracey LaBonte her Medical Insurance Option and authorizing her to Amend the Budget Accordingly.

The meeting was adjourned in the memory of Jose Serrato and Scott Burtness.

Directors Comments: None.

There being no further business, President Grady Garrison, adjourned the meeting at 8:45 p.m.




Karen Samson Runion, 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 July 28, 2020.

Signed: \_\_\_\_\_



Grady Garrison, President



Karen Samson Runion, Secretary