

HOME GARDENS SANITARY DISTRICT  
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

April 23, 2024

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

Directors present were: Barajas, Garrison, Samson Runion, Serrato and Cacho. Also present were: Alan Burns, District Counsel; Tracey LaBonte, General Manager and Tania Duarte, Administrative Assistant.

Minutes of the regular meeting of March 26, 2024 were presented for approval. Motion was made by Director Serrato, seconded by Director Samson Runion and unanimously carried to approve the minutes as presented.

Expenditures for the month of April 2024 were presented and discussed. Motion was made by Director Garrison, seconded by Director Cacho 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 April 9th German with the Regional Water Quality Control Board called the office to schedule an in-person inspection. This was a follow up to the Pre-inspection Questionnaire that staff had filled out in March. German stated that we need to have staff on-site for this inspection and that the inspection should be from 8:00-2:00pm. District Engineer Jeff Sims, Paul Torres from G & G Environmental Compliance, and Joel Bravo from Western Municipal Water District have committed to being in office for the inspection on Thursday, May 2nd.
2. On April 17th Staff noticed the toilet was not flushing normally. Plumbing Concepts was called that day, and they came the next day. The technician tried to snake the line from the cleanout by the kitchen but was unable to unclog the blockage. He then tried to use the jetter to unclog the line but that did not work either. Staff then called Houston & Harris to video the line. Houston & Harris came out Friday, April 20th and discovered a full blockage in the lateral and possibly an offset in the District's lateral. They used the jetter to unclog the line from the closest cleanout. Houston & Harris plan to come out to re-video the lateral to determine if the lateral is in fact offset. The District will then make a plan to get fixed if necessary.

WRCRWA Committee Report:

**WRCRWA Regular Meeting of the Executive Committee**

April 11, 2024

**4A. Award a Design Contract in the Amount of \$288,726 to Dudek Engineers for the WRCRWA Solids Dryer Conveyor Replacement Design Services (RFP-WRC23-001)**

The recent expansion of the WRCRWA Treatment Plant included the installation of a solar drying facility. Dewatered solids are delivered to the solar dryer via a screw conveyor system. Over the past several years, climate conditions, poor dewatering cake solids, and maintenance requirements have impacted dry solids concentrations at the discharge end of the dryer, especially during cooler months. As such, overload and failure of the discharge conveyance system has been experienced. Replacement of the discharge conveyance system to increase its capacity and potentially match the feed conveyance is desired.

The WRCRWA Solar Dryer Conveyor Replacement Design Services project will require the selected consultant to review the previous design, plans, and specifications, perform preliminary design activities and prepare a pre-design memorandum, perform detailed design, prepare

plans, technical specifications and bid documents for public bidding, and provide bid and construction support services.

This is sufficiently covered by the Fiscal Year 2023-2024 Board adopted Capital Budget.

The Executive Committee voted to recommend that the Board of Directors award a Design Contract in the amount of \$288,726 to Dudek Engineers for the WRCRWA Solids Dryer Conveyor Replacement Design Services (RFP-WRC23-001).

**4B. Consider Authorizing the Administrator to Issue a Purchase Order in the amount of \$357,000 to Andritz Separation Inc. for a D5LNC Centrifuge Rotating Assembly and Other Spare Parts**

Dewatering sludge is a critical component of biosolids management. WRCRWA is equipped with three Andritz centrifuges (originally installed in 2016 during the plant expansion). Over the past few years, the centrifuges at WRCRWA Treatment Plant have experienced numerous failures resulting in decreased operating cycles. Limited dewatering capacity jeopardizes the treatment plant's ability to maintain regulatory compliance. Staff recommends purchasing a complete rotating assembly to expedite centrifuge repairs as well as

increasing spare parts on hand to expedite mission critical repairs in a timely manner.

Anticipated Operating Budget savings in Fiscal Year 2023-2024 that can be utilized to support the expected payment on the proposed purchase order for about \$200,000; thus, no budget amendment or agency contributions are needed for this acquisition during Fiscal Year 2023-2024. The remaining estimated cost of \$157,000 will be included in the upcoming fiscal year 2024-2025 Operating Budget.

The Executive Committee voted to recommend that the Board of Directors approve a Purchase Order in the amount of \$357,000 to Andritz Separation Inc. for a D5LNC Centrifuge Rotating Assembly and Other Spare Parts.

#### **4C. WRCRWA Fiscal Year 2024-2025 Proposed Budget**

In the proposed Fiscal Year 2024-2025 Budget, Member Agency contributions will increase in aggregate by \$1,866,014, or 8.4%. The Operating Budget will increase by \$792,024, or 6.5%; the Debt Service Budget remains the same, and the Capital Budget will increase by \$1,073,990, or 19.1%.

**Operating**

Increases primarily in Labor, Utilities (SCE), Outside Services and parts for Centrifuge.

Overall fixed rates increased by 12.6% and overall variable rates decreased by 3.7%. HGSD's Operating Contributions, which includes Treatment, Conveyance, and General & Administrative is \$754,954.

**Debt Service**

No changes in annual debt service for Plant Expansion SRF Loan.

HGSD's SRF Annual Loan payment continues to be \$70,887.

**Capital**

Pay-go Capital Improvement Projects increased by \$9.32% or \$451,500.

Asset Replacement Reserve funding increased by 79.96% or \$622,490.

HGSD's Capital Contributions equal \$380,071.

HGSD's Total Member Contributions for Fiscal Year 2024-2025 is \$1,205,912

The Executive Committee voted to recommend that the Board of Directors approve the proposed budget as presented for Fiscal Year 2024-2025 in the amount of \$24,076,118.

Public Comment: None.

HGSD Items for discussion and consideration:

1. The Board discussed March's Monthly Status Report by G & G Environmental Compliance, Inc.
2. Signatures were acquired on the Construction, Operations, and Maintenance Agreements for the Recycled Water Pump Station and On-site Reservoir and the Northerly Recycled Water Pipeline that were approved at March's Board Meeting.
3. A motion was made by Director Garrison seconded by Director Serrato and unanimously carried to approve Miguel Serrato to be on the iCheck Gateway Innovative Payment Solutions application so the District can begin to take electronic payments.
4. The Board discussed the current delinquent accounts.
5. The Board discussed the Audit due of SSMP.
6. District Counsel, Alan Burns, presented training on New Development of Brown Act and Transparency as part of AB1234 Ethics Training (30 minutes of required two hours. 1 hour and 30 minutes completed so far).

Closed Session: None

Director Comments: None.

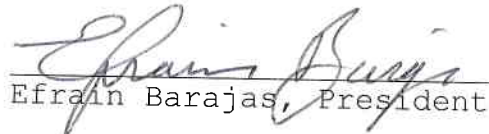
There being no further business, President Efrain Barajas adjourned the meeting at 8:21 p.m.



Grady Garrison, 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 May 28, 2024.

Signed:



Efrain Barajas, President



Grady Garrison, Secretary