

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

April 22, 2025

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, CA 92879.

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

Minutes of the regular meeting of March 25, 2025 were presented for approval. Motion was made by Director Barajas, seconded by Director Serrato and unanimously carried to approve the minutes as presented.

Expenditures for the month of April 2025 were presented and discussed. Motion was made by Director Samson Runion, 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: None.

WRCRWA Committee Report:

**WRCRWA Regular Meeting of the Board of Directors**

**April 17, 2025**

#### **CONSENT CALENDAR**

**3A Approve the February 20, 2025 WRCRWA Board of Directors Regular Meeting Minutes**

**3B Receive and File the Operations Report for December 2024 and January 2025**

HGSD average flow is 0.529 MGD over the two-month period. This represents approximately 71% of the capacity owned (0.75 MGD). The monthly average over a rolling 12 months is 17.8 MGM, or 0.585 MGD. This represents a 78% utilization of total owned capacity.

Overall Plant Statistics

Flow Average (2 months):10.5 MGD      Rolling 12-month TDS Avg.:548 mg/L  
Influent BOD Average: 237 mg/L      Rolling 12-month TIN Avg.:5.7 mg/L  
Influent TSS Average: 292 mg/L

No reported NPDES violations.

**3C    Receive and File the Annual Odor Control Practices Report for  
Calendar Year 2024**

There has been an uptick in odor complaints during Calendar Year 2024. The total number of complaints numbered 169, the most since 2020, which had 162. AQMD issued 12 nuisance NOV's throughout the year. Most of the complaints during CY 2024 occurred between July and December. Perhaps this coincides with cleaning of Digester No. 1 and startup of the Odor Mitigation Project.

The Board of Directors voted to approve the Consent Calendar with no changes.

**ACTION AGENDA**

**4A    Consider Approval of Fiscal Year 2025-2026 Budget, Adoption of  
Resolution 25-001 Establishing Rates to be Charged for Conveyance,  
Treatment and Disposal of Wastewater and Give the Administrator  
Authority to Open Annual Purchase Orders**

FY 2026 Budget overall is to increase by a total of \$3,989,442 broken down as follows:

Operating Budget	Debt Service	Capital Budget
\$278,450 (2.16%)	\$0 (0%)	\$3,510,992 (52.44%)

Rates:	Fixed (per MGD owned/mo.)	Variable (per MGD)
Treatment	\$31,505	\$1,687
Conveyance	\$2,080	\$108
G&A	<u>\$11,342</u>	<u>\$0</u>
Total	<u>\$44,927</u>	<u>\$1,795</u>

With HGSD having an Average Day Flow of 0.59 MGD and Capacity Ownership (Treatment and Conveyance) at 0.75 MGD, HGSD should budget for FY 2026 as follows:

Variable:  $0.59 \text{ MGD} \times 365 \text{ D} = 215.35 \text{ MG} \times \$1,795 = \underline{\$386,553.25}$

Fixed:  $0.75 \text{ MGD} \times \$44,927 \times 12 = \underline{\$404,343}$

Debt Service: \$70,887 (SRF Loan)

Capital Budget:	Treatment -	\$454,624
	Conveyance-	\$38,813
	Asset Reserves-	\$94,553
	Total Capital-	\$587,990

\$3,060,000 in value of Purchases Orders are sought for approval as part of this action. This amount represents purchase orders in excess of \$60,000, which is the WRCRWA Administrator's approval authority. Greater than \$60,000 purchase orders require approval by WRCRWA Board of Directors. These POs are mainly for chemicals and equipment service necessary for plant operation. These costs have been incorporated into the budget and allocated appropriately to variable, fixed, and CIP expenses.

**The total HGSD FY 2026 Budget for WRCRWA expenses is \$1,449,823.** This is a \$243,911 increase (20.23%) as compared to FY 2025. The increase is largely attributed to planned CIP costs.

The Board of Directors approved the Fiscal Year 2025-2026 Budget, and Adoption of Resolution 25-001 Establishing Rates to be Charged for Conveyance, Treatment and Disposal of Wastewater and Give the Administrator Authority to Open Annual Purchase Orders.

**4B Consider Approval of the Option to Extend the Appointment of the Audit Firm Selected by the Board of Directors in May 2022 to Provide Independent Audit Services for an Additional Two Fiscal Years**

This action extends independent auditing services for two years to CliftonLarsonAllen, LLP based on pricing provided in their proposal

in 2022. Cost for FY 2025 is \$16,240 and FY 2026 is \$16,740. Single Audit Service if needed will cost \$5,197 and \$5,355 per fiscal year.

Given this pricing was based on prior requests for proposal that were competitively advertised, and that the auditing firm has done a good job the last three years, staff is recommending this extension.

There is no budget impact as these costs are included in the G&A budget.

The Board of Directors approved an additional two fiscal years of independent auditing services to CliftonLarsonAllen, LLP.

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. A motion was made by Director Serrato seconded by Director Samson Runion and unanimously carried to approve to engage Smith Marion & Company to audit the District's Financial Statements for year ending June 30, 2025.
3. After consideration for Viet Nguyen's request to waive the late fee on his account, a motion was made by Director Cacho,

seconded by Director Barajas, and unanimously carried to approve waiving the late fee one time.

4. The Board discussed the current delinquent accounts.

Closed Session: None


Director Comments: None.

There being no further business, President Grady Garrison adjourned the meeting at 8:00 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 May 27, 2025.

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

  
Grady Garrison, President

  
Karen Samson Runion, Secretary