

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

May 27, 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 7:34 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: Alan Burns, District Counsel; Tracey LaBonte, General Manager and Tania Duarte, Administrative Assistant. Jeff Sims, District Engineer was present remotely.

Items for discussion and consideration:

1. Jeff Sims, District Engineer, presented to the Board concerning the Funding in the HGSD Fiscal Year 2025/2026 Budget for Updating HGSD's District Master Plan. This item will be added to next month's agenda.

President Garrison moved back to Item II on the agenda.

Public Comment: None.

#### Hearing for Delinquent Accounts:

The Meeting was called to public hearing at 7:58 p.m. District Counsel, Alan Burns, presented an overview of the hearing, which was presided over by the President, Grady Garrison. The hearing was being held pursuant to Health and Safety Code Section 6523.2. No persons notified of this hearing appeared to present evidence of why they should not be disconnected from the public sewer system. The General Manager was called to present the status of the accounts. Manager LaBonte testified that the status of accounts as presented in the attached "Notice of Hearing" was accurate and that all persons on the list had been duly notified of the hearing. Motion was made by Director Cacho, seconded by Director Barajas, and unanimously carried to disconnect those properties in the "Notice of Hearing" from the sewer system on or after June 16, 2025. This hearing concluded at 8:01 p.m.

Minutes of the regular meeting of April 22, 2025 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 May 2025 were presented and discussed. Motion was made by Director Barajas, 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 30th staff mailed out all rate increase reminders along with FOG fliers with the customers' bills.
2. On May 7th, General Manager LaBonte had a meeting with Paul Torres from G & G Environmental Compliance to discuss the SSMP Update. The update has been started and should be ready for review by the Board of Directors in July.
3. On May 19th the Home Gardens County Water District called the District and spoke with General Manager LaBonte to inform the District that their maintenance building across the street from the District had been broken into on May 13th and May 15th.
4. On May 27th Larry Houston from Houston and Harris informed staff that they have completed the cleaning and CCTV of the District's lines. He also informed us that two manholes were broken on Temescal Street. He replaced one and will come back to replace the other.

WRCRWA Committee Report:

**Regular Meeting of the Board of Directors of the Western Riverside  
County Regional Wastewater Authority, May 15, 2025**

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**CONSENT CALENDAR**

- 3A Approve the April 17, 2025 WRCRWA Board of Directors Regular Meeting Minutes**
- 3B Receive and File Fiscal Year 2024-2025 Budget versus Actual Report for Enterprise Operating Revenues and Expenses through March 31, 2025**

For FY 24-25 third quarter ending March 31, 2025, WRCRWA the operating budget is \$1,067,964 favorable. This is the net result of Operating Expenses \$1.363 M under budget while Operating Revenues \$0.295 M unfavorable (less flow than expected).

The main savings came from:

1. Less electricity used
2. Spare parts not yet purchased
3. Less biosolids hauling costs (better utilization of methane to heat solar dryer)
4. Less chemicals used (due to staff optimization)
5. Timing of labor expenses
6. Consulting utilization

Added costs/lower revenue came from:

1. IEBL discharge costs due to CCTV and cleaning efforts on conveyance pipes
2. Lower flow than budgeted

This is all generally good news. It should be noted though that as staff continues to optimize plant operations, the comparative year to year savings will stabilize and the budget expenses will harden.

**3C Receive and File Fiscal Year 2024-2025 Capital Project Status as of March 31, 2025 Fourth Quarter Advanced Billing Report**

All costs shown for Capital Projects are included in the approved FY 2024-2025 Budget. The FY 2024-2025 Fourth Quarter advanced billing to HGSD is \$27,856.40.

**3D Receive and File the WRCRWA Cash and Investment Report as of March 31, 2025**

Through 3rd Quarter of FY 25 ending March 31, 2025, WRCRWA has \$1.639 M in checking and \$14.8 M in reserves. Of the \$14.8 M in reserves, \$5.2 M is held for SRF Debt reserve (required per SRF Loan Agreement).

**3E Receive and File the First Quarter Odor Control Practices Report for Calendar Year 2025**

Despite all permit limits being met, AQMD issued WRCRWA 3 NOVs for nuisance odors in February.

**3F Receive and File the Operations Report for February and March 2025**

I am basing the following summary on the charts and tables. Below is a summary of key parameters:

|                            | <u>February</u> | <u>March</u> |
|----------------------------|-----------------|--------------|
| Overall WRCRWA Plant Flow: | 8.98 MGD        | 8.98 MGD     |
| HGSD Flow                  | 0.51 MGD        | 0.52 MGD     |
| BOD (inflow) average       | 303 mg/L        | 325 mg/L     |
| TSS (inflow) average       | 360 mg/L        | 338 mg/L     |
| TDS (effluent) average     | 558 mg/L        | 556 mg/L     |
| TIN (effluent) average     | 5.7 mg/L        | 5.9 mg/L     |

Everything looks to be operating within NPDES Limits.

The Board of Directors approved the Consent Calendar as presented.

**ACTION AGENDA**

**4A Consider Authorizing the Administrator to Issue a Purchase Order to N2W for the Design Services for Blower Replacement at the WRCRWA Treatment Plant**

Prior to the WRCRWA Treatment Plant Expansion Project, the oxidation ditch was upgraded with aerators fed oxygen through blowers. The original three blowers were manufactured by HSI, which was acquired

by Copco. Service and parts for the HSI blowers is difficult at best, and recently only 2 of the 3 HSI blowers are operable. With the WCRWA Treatment Plant Expansion completed in 2018, another bioreactor was added with 2 Neuros turbo blowers. These continue to operate.

Given the inability to service the HSI blowers, and their age (circa 2012), staff issued an RFP for design services to replace the HSI blowers, and make Building Air Intake and Ventilation Modifications. During summer months the blower building gets hot and staff opens the garage doors. This provides better temperature control, but introduces increased dust to the blowers, which ultimately can impact the air dispersion heads at the bottom of the bioreactors. The goal with this design is to add ventilation and cooling to maintain good operating temperatures absent dust.

Two firms responded to the RFP and N2W is the consultant recommended for the design effort. Their cost is \$114,955. The other responding consultant, Lee & Ro, submitted a price of \$218,880.

N2W's proposal includes 319 hours of effort, design through bidding assistance. The schedule calls for construction bidding in November 2025 with completion in December 2026.

The Board of Directors approved the cost of design which is included in the FY 2025-26 budget within the overall \$1.87 M Project Cost for the blower upgrades CIP work.

**4B. Consider Authorizing the Administrator to Issue a Purchase Order to N2W for the Design Services for Dewatering Equipment Replacement at the WRCRWA Treatment Plant**

With the 2017 WRCRWA Treatment Plant Expansion, two major changes were made to solids handling operations. First the two existing digesters were converted from uncovered aerobic process to fully enclosed anaerobic process. This change reduced odors from the uncovered digesters, created more solids concentration to the centrifuges, and generates methane gas, which is used as energy to heat the boilers for control of temperature in the anaerobic digesters and the solar dryer during cooler months. The second major change was to build the solar dryer and relegate the original outdoor solids handler used to load trailers for biosolids haul off for emergency purposes. This also greatly reduced odors.

During the 2017 Expansion, new centrifuges were added with goal to dewater digester effluent to approximately 25% dry. The Andritz centrifuges have not performed to this percentage, and average only 19% dry. This reduction in percent dry results in wetter solids going into the solar dryer and more tonnage costs for haul off. In



addition, the Andritz have significant maintenance costs to maintain the percent dry obtained.

Staff prepared an RFP and two firms submitted proposals. N2W was selected with a cost of \$371,074. Although this cost is more than that submitted by Leet & RO (\$254,590), the level of detail N2W includes in their proposal has swayed staff to recommend N2W at the higher cost.

In review of their scope, N2W puts quite a bit of effort into bench testing to validate centrifuge manufacturers can actually achieve the desired 25% (or as close as possible) dry solids. They also have detailed a well thought out "Maintenance of Operation Plan" effort to ensure solids handling is maintained while the centrifuges are changed out, along with any work on the centrifuge building, including electrical and controls.

N2W includes 624 hours of effort for the project - design through bidding assistance. Based on the preliminary schedule, the construction bidding package would be advertised in December 2025 with construction complete in December 2026.

The cost for N2W is within the overall Project Cost of \$3.378 M included in the CIP budget for FY 25-26.

The Board of Directors approved the Administrator to Issue a Purchase Order to N2W for the Design Services for Dewatering Equipment Replacement at the WRCRWA Treatment Plant.

**4C Approve Updated Sewer System Management Plan for Recertification By State Order 2022-0103-DWQ**

Similar to the recent efforts taken by HGSD, WRCRWA has also had to update its SSMP to be consistent with the new State Order 2022-0103-DWQ. A powerpoint was included to go over the elements of the SSMP Update. With approval of the SSMP, the next step will be to submit the update to the State Board.

The Board of Directors approved the Updated Sewer System Management Plan for Recertification By State Order 2022-0103-DWQ.

**UPDATES**

**5A Operations Update:** Brian Noh gave an update on the Restoration of the Chemical Building at the WRCRWA Treatment Plant. Currently there is a completion date of June 27, 2025.

HGSD Items for Discussion and Consideration:

2. The Board discussed April's Monthly Status Report by G & G Environmental Compliance, Inc.

3. After consideration for Guadalupe Duque's request to waive a late fee in the amount of \$61.97, a motion was made by Director Samson Runion, seconded by Director Serrato, and unanimously carried to approve waiving the late fee one time.
4. The Board discussed current delinquent accounts.
5. A motion was made by Director Cacho, seconded by Director Serrato, and unanimously carried to approve a refund deposit in the amount of \$83.06 to LC Mortgage Team LLC for project at 3848 McKinley St., Unit B.
6. A motion was made by Director Barajas, seconded by Director Serrato, and unanimously carried to approve the Indemnification Agreement with Hampton Yard 8 Riverside, LLC.
7. A motion was made by Director Samson Runion, seconded by Director Serrato, and unanimously carried to approve the Administrative Services Agreement with MissionSquare and authorizing the Manager to sign the Agreement by DocuSign.
8. The Board discussed WRCRWA proposed budget for fiscal year 2025/2026.
9. A motion was made by Director Serrato, seconded by Director Barajas, and unanimously carried to approve Resolution No. 532 approving and ratifying the budget of the Western Riverside County Regional Wastewater Authority.
10. The Board discussed the Home Gardens Sanitary District budget for fiscal year 2025/2026.

11. A motion was made by Director Serrato, seconded by Director Cacho, and unanimously carried to approve Resolution No. 533 approving the Home Gardens Sanitary District 2025/2026 Annual Budget.

Closed Session:

1. The Board adjourned to closed session with Manager LaBonte present pursuant to Government Code Section 54957 and 54957.6 to discuss the performance of District staff and possible increase in compensation. Upon a vote of 5-0, the Board directed Manager LaBonte to negotiate with the employees and reconvened to open session. Manager LaBonte announced that she had negotiated and reported that Tania Duarte would be provided a \$.88 increase to \$30.00 per hour and Eydee Alejo would be provided with a \$.89 increase to \$19.25 per hour.
2. The Board then adjourned to closed session pursuant to Government Code Section 54957 and 54957.6 to discuss the performance and compensation of the District Manager. After hearing from the District Manager, she was excused, and upon a vote of 5-0 the Board authorized the President to negotiate with the District Manager and set the matter for an oral report and formal approval at the next Board Meeting (pursuant to Government Code Section 54953(c)(3).)

Directors Comments: None.

There being no further business, President Grady  
Garrison adjourned the meeting at 9:29 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 June 24, 2025.

Signed:   
Grady Garrison, President

  
Karen Samson Runion, Secretary

## RESOLUTION NO. 532

### A RESOLUTION OF THE HOME GARDENS SANITARY DISTRICT APPROVING AND RATIFYING THE BUDGET OF THE WESTERN RIVERSIDE COUNTY REGIONAL WASTEWATER AUTHORITY


**WHEREAS,** THE Home Gardens Sanitary District is a member agency of the Joint Powers Agency known as the Western Riverside County Regional Wastewater Authority (hereinafter WRCRWA); and

**WHEREAS,** WRCRWA has prepared an annual proposed budget but must have unanimous approval of the budget from all member agencies; and

**WHEREAS,** the Board has reviewed the proposed budget and determined that it provides sufficient detail to constitute an operating outline for contributions and expenditures for the year;

**NOW THEREFORE,** the Board of Directors for the Home Gardens Sanitary District does hereby resolve that the budget of the WRCRWA for the 2025-2026 fiscal year is hereby approved and the Secretary is authorized to transmit a copy of this resolution to the WRCRWA.

**PASSED AND ADOPTED** this 27th day of May 2025

  
President

  
Secretary

**RESOLUTION NO. 533**

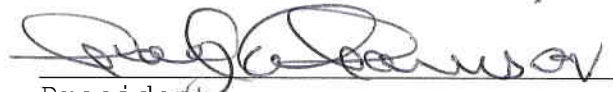
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
HOME GARDENS SANITARY DISTRICT APPROVING THE  
2025-2026 ANNUAL BUDGET**

**WHEREAS,** the Board of Directors has previously approved the budget of the Western Riverside County Regional Wastewater Authority, of which it is a member agency, and is now prepared to adopt its own annual budget; and

**WHEREAS,** the Board has fully considered the report of income and expenditures presented by the Manager and is prepared to adopt said budget;

**NOW THEREFORE,** the Board of Directors of the Home Gardens Sanitary District does hereby adopt the attached budget as its operating budget for the 2025-2026 fiscal year.

**PASSED AND ADOPTED** the 27th day of May 2025

  
President

  
Secretary