

HOME GARDENS SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 25, 2025

The Regular Meeting of the Board of Directors of the Home Gardens Sanitary District was called to order by the President, Karen Samson Runion, at 7:31 p.m. at the office of the District, 13538 Magnolia Ave. Corona, CA 92879.

Director's present were: Samson Runion, Serrato, Cacho, Barajas and Garrison. Also present were: Tracey LaBonte, General Manager and Tania Duarte, Administrative Assistant; Kendra Dockham and KC Dockham, Representatives for Smith Marion & Company. Alan Burns, District Counsel, was present remotely.

Public Comment:

Patron Richard Luu, appeared before the Board requesting more information regarding the rate increase, when the rate increase will stop and what the increase was being used for. Also, if we were having more rate increases after this one. District Counsel gave a general answer regarding his questions. He also advised Richard Luu that the Brown Act did not allow the Board to act on any matter that night, but

it could be agendized for a future meeting. Also, that if he would request any further information he could come in the office.

Items for Discussion and Consideration:

1. Kendra Dockham and KC Dockham presented the Financial Statements and Independent Auditors' Report prepared by Smith Marion & Co. for the Year Ending June 30, 2025. No Motion was made. This item will be added to December's Meeting.

President Samson Runion moved back to Item III on the agenda.

Hearing for Delinquent Accounts:

The Meeting was called to public hearing at 7:57 p.m. District Counsel, Alan Burns, presented an overview of the hearing, which was presided over by the President, Karen Samson Runion. 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. Tracey 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 Barajas, seconded by Director Cacho, and unanimously carried to disconnect those properties in the "Notice of Hearing" from the

sewer system on or after December 15, 2025. This hearing concluded at 8:02 p.m.

Minutes of the Regular Meeting of October 28, 2025 were presented for approval. Motion was made by Director Serrato, seconded by Director Garrison, and unanimously carried to approve the minutes as presented.

Expenditures for the month of November 2025 were presented and discussed. Motion was made by Director Garrison, seconded by Director Cacho, and unanimously carried to approve the monthly expenditures.

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

Staff Report:

1. On November 17th John from Big Giant Media performed an update to our website to stay ADA compliant.
2. This month Administrative Assistant Tania Duarte informed the District that she is pregnant and will most likely need time off soon. General Manager LaBonte would like to begin looking for a temporary replacement for Tania's position.

Regular Meeting of the Board of Directors of WRCRWA on November 20, 2025

4A Adopt Resolution No. 25-002 Establishing Updated Procedures for the Letting of Public Works Contracts

This resolution allows for WRCRWA to accept bids electronically through internet bidding portals consistent with Western MWDs current practice. This modification meets current government code and is simply an update of WRCRWAs bidding policy. Paper bids can still be accepted, but current practice of using bidding platforms is more efficient and reduces paper clutter and physical storage space requirements. The Board of Directors voted to adopt Resolution No. 25-002 Establishing Updated Procedures for the Letting of Public Works Contracts.

4B Consider Authorizing the Administrator to Issue an Award of Contract to Pacific Hydrotech for the Replacement of Discharge Conveyors Associated with the Solar Dryer at the WRCRWA Treatment Plant

Dudek and Associates were hired to prepare plans and specifications for the replacement of the WRCRWA Solar Dryer's discharge conveyors. The design was completed and bid. Four bids were received ranging from a low of \$1.469 M to a high of \$4.0 M. Pacific Hydrotech submitted the low bid. In the approved FY 2025-2026 Budget, a total of \$1,792,000 was included as the budget for Project Cost. The total of Dudek's design work plus Pacific Hydrotech's bid is \$1,757,626. This is \$34,374 less than what was included in the budget, but insufficient to cover the contingency and construction management costs. The Executive

Committee is asked to support a budget amendment to bring the total Project Cost to \$2,012,335, or an addition of \$220,335 to cover construction contingencies and construction management costs. HGSDs share of the budget amendment is 5.357% (0.75 MGD / 14 MGD) or \$11,803.66. The Board of Directors approved to:

1. Amend the Board adopted Capital Budget associated with the WRCRWA Solar Dryer Discharge Conveyor Project by \$220,335 from \$1,792,000 to \$2,012,335.
2. Award the WRCRWA Solar Dryer Conveyor Replacement Contract in the amount of \$1,468,900 to Pacific Hydrotech Corporation of Perris, California.

4C Consider Authorizing the Administrator to Issue a Purchase Order to Westech for Primary Clarifier No. 2 Drive Mechanism at the WRCRWA Treatment Plant

Based on an inspection report by Harper and Associates, the drive mechanism in Primary Clarifier No. 2 is determined to have suffered significant corrosion and the existing galvanized steel parts need to be replaced by stainless steel parts. The aggressive corrosion to the galvanized steel parts is suspected to be caused by the iron salts introduced upstream used for odor control mitigation. The lead time to fabricate the stainless-steel parts is estimated at 40 weeks. Given the significant corrosion experienced, the Administrator is seeking approval to award a purchase order to Westech Engineering LLC in the amount of \$820,775 immediately given the 40-week lead time to

fabricate and deliver the parts. While that work is going on, a consultant will be used to develop plans and specifications for a bidding package to hire a contractor to install the new parts and make necessary repairs. The entire Project Cost for repairs to the Primary Clarifier No. 2 is estimated at \$2,220,775 (fabrication by WesTech, consultant for bidding package, contractor, and construction management). The current FY 2025-26 Budget only includes \$500,000 of approved budget and will need to be amended to a total of \$2,220,775, an increase of \$1,720,775. HGSDs share of this budget amendment is 5.375%, or \$92,491.65. Staff indicate that most of this amendment amount would be billed in the next fiscal year budget. The Board of Directors approved to:

1. Amend the Board adopted Capital Budget associated with WRCRWA Primary Clarifier No. 2 Rehabilitation by \$1,720,775 from \$500,000 to \$2,220,775.
2. Authorize the Administrator to issue a Purchase Order in the amount of \$820,775 including tax, to WesTech Engineering, LLC to provide replacement parts for primary clarifier drive mechanism and rake arms at the Western Riverside County Regional Wastewater Authority (WRCRWA) Treatment Plant.

4D Consider Authorizing the Administrator to Submit an Application and Deposit Fee Equal to Five Percent (\$165,000) of the Projected Outlay of \$3,203,251 to the Self-Generation Incentive Program (SGIP), in Support of the WRCRWA Energy Project. The Project will Included Battery Energy Storage, Solar PV System, and Microgrid.

This Submission will Place WRCRWA in Line to Receive Critical Funding Assistance Prior to the SGIP Funding and Incentive Program Expiring on December 31, 2025.

Under the Self-Generation Incentive Program (SGIP) by the California Public Utilities Commission there is a December 31, 2025, deadline for applications to be submitted for potential funding by the state to assist with project costs. Based on studies conducted over the past 18 months, staff propose a \$3.2 million project to add batteries, new PV panels and a micro grid. Getting grant funding would be helpful. To apply for the funding, a 5% refundable deposit is necessary, or \$165,000. The Administrator indicates WRCRWA reserves will be used since the deposit is refundable. The Board of Directors authorized the Administrator to submit an application with a deposit fee of \$165,000 to secure a position for potential funding under the SGIP California Public Utilities Commission funding and incentive program. The SGIP funding and incentive structure is dedicated for anyone considering battery storage, solar plus storage, or other qualifying technologies under SGIP.

Items for Discussion and Consideration:


2. The Board discussed October's Monthly Status Report from G & G Environmental Compliance.
3. There were no late fee requests from patrons.
4. The Updated copies of the Home Gardens Sanitary District Operations Code were distributed.

5. A motion was made by Director Barajas, seconded by Director Serrato, and unanimously carried to approve Resolution No. 535, A Resolution of the Board of Directors of the Home Gardens Sanitary District Declaring and Determining that Ordinance No. 534 has been posted in Accordance with the Law.
6. District Counsel, Alan Burns, gave an overview of the New Brown Act Amendments (SB 707).
7. The Board discussed moving December's Meeting to Tuesday, December 16, 2025, because of the holiday. Director Cacho made a motion to approve the change of the meeting date, Director Barajas seconded the motion, and it was unanimously approved to move December's meeting to Tuesday, December 16, 2025.

Closed Session: None.

Director Comments: All the Directors wished everyone a Happy and Safe Thanksgiving.

There being no further business, President Karen Samson Runion adjourned the meeting at 8:23 p.m.


Miguel Serrato, Secretary

The foregoing minutes were approved by the Board of Directors of the Home Gardens Sanitary District at the special scheduled meeting of said Board, December 16, 2025.

Signed: 
Karen Samson Runion, President


Miguel Serrato, Secretary

RESOLUTION NO. 535

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE HOME GARDENS SANITARY DISTRICT DECLARING
AND DETERMINING THAT ORDINANCE NO. 534
HAS BEEN POSTED IN ACCORDANCE WITH THE LAW**


WHEREAS, Health and Safety Code Section 6491.3 declares that an ordinance of the Board of Directors shall be posted in three public places for one week within the District, since a newspaper is not published within this District; and

WHEREAS, ORDINANCE No. 534, adopted on October 28, 2025, has been posted for one week in three public places; and

WHEREAS, Health and Safety Code Section 6491.3 states that a subsequent order of the board that posting has been made is conclusive evidence of proper posting.

NOW, THEREFORE, the Board of Directors of the Home Gardens Sanitary District does hereby **RESOLVE, DECLARE, DETERMINE** and **ORDER** that said posting has been made

PASSED and **ADOPTED** this 25th day of November 2025.



President



Secretary