

HOME GARDENS SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
AUGUST 27, 2024

The Regular Meeting of the Board of Directors of the Home Gardens Sanitary District was called to order by 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: Alan Burns, District Counsel, Tracey LaBonte, General Manager and Tania Duarte, Administrative Assistant.

Minutes of the regular meeting of July 23, 2024 were presented for approval. Motion was made by Director Cacho, seconded by Director Serrato, and unanimously carried to approve the minutes as presented.

Expenditures for the month of August 2024 were presented and discussed. Motion was made by Director Samson Runion, seconded by Director Barajas, and unanimously carried to approve the monthly expenditures as presented.

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

Staff Report:

1. On July 18th the Budget was filed with the Riverside County Auditor Controller's Office.
2. On July 29th the required Statement of Facts for Roster of Public Agencies was completed and mailed to the Secretary of State and County Clerk. The update was due to the change in the President and Secretary because of the annual rotation.
3. On July 29th the toilet started leaking from the hose in the back of the toilet. Plumbing Concepts was called and came out the same day and replaced the hose.
4. On August 7th the District received a check from The Riverside County Transportation and Land Management Department in the amount of \$1,911.18 for a refund for Project No. D2-0065 Lincoln Resurfacing Project that the District had been invoiced and paid in August of 2022. Total amount originally invoiced was \$7,129.33. With this refund it brings the project total down to \$5,218.15.
5. On August 12th General Manager LaBonte put a stop payment on check #10013. This check was issued on April 1, 2024, to Marcus Wrice for an overpayment of sewer service and mailed

to his new Florida address but he never received it. This check will be reissued to Mr. Wrice on August 27, 2024.

6. In August Administrative Assistant Duarte changed Squeeky Clean Car Wash's rate to account for this year's approved rate increase. In doing so, she realized that they were incorrectly charged last year. They were charged based on their CCFs used but the per bay charge was left off. Their rate has been corrected and adjusted for this year's rate increase.

7. On August 21st Creative Technologies installed the Software needed for the District to start taking Credit Card payments. Staff is working with Big Giant Media to get the URL Link on the Website so the District customers can start paying from the District's Website.

WRCRWA Report:

HOME GARDENS SANITARY DISTRICT

M E M O R A N D U M

Notes from July 23, 2024 RW Facilities Quarterly Construction Update Meeting

Attached is the power point presented during the July 23, 2024 quarterly construction update meeting related to the WRCRWA Recycled Water Facilities.

Main takeaways:

1. The updated project cost for the Recycled Water Pump Station ("RWPS") is \$19.4 M. This includes construction cost plus associated related costs such as inspection, environmental, project management, JCSD overhead, etc. Not included is the 10% construction contingency or \$3.2 M grant funding reduction. Taking the last two items into account:

Adjusted Project Cost	\$19.4 M
10% Construction Contingency	\$1.94 M
Sub-total	\$21.34 M
Less grant funding contribution	<\$3.2 M>
Total	<u>\$18.14 M</u>

HGSD's share is 5.52% of the total or \$1.0 M.

2. RWPS official start of construction date is September 24, 2024 with an estimated completion date of July 22, 2026.

3. MWH is the consultant providing construction oversight and project management. They will be providing a value-based schedule to show how the estimated cash flow projection will play out over the construction period of the RWPS. This will

help the WRCRWA Members understand cash flow with future Milestone payments.

Milestone Payment #1 has been made by all WRCRWA Members. Milestone Payment #2 invoice will be sent out around August 16, 2024 with payment due September 30, 2024. The estimated total for Milestone Payment #2 is between \$160,000 to \$220,000

HGSD's share Milestone Payment #2 is 5.52% of the total or \$8,800 to \$12,144.

4. The Northerly Pipeline will be bid and built in three separate segments. Below are the proposed start and end dates:

<u>Segment</u>	<u>Start</u>	<u>End</u>
3	Jan/Feb 2025	Jan/Feb 2026
2	March/April 2025	March/April 2026
1	May/June 2025	May/June 2026

Map in power point show location of the segments.

JCSD will bid each segment individually with goal to get multiple bids on each. Plan is to have all segments of the

Northerly Pipeline completed a month before the estimated completion date of the RWPS (July 2026).

Items for Discussion and Consideration:

1. The Board discussed July's Monthly Status Report from G & G Environmental Compliance.
2. After consideration for Socorro Montoya-Vega, Victoria Moreno, Charles Barquet, Nazario Trinidad and Jack Storer requests to waive the late fee on their account, a motion was made by Director Barajas, seconded by Director Serrato and unanimously carried to approve waiving the late fee on their account one time.

President Garrison moved back to Item II on the agenda.

Public Comment: None.

Items for Discussion and Consideration:

3. The Board discussed the Agreements with County of Riverside Transportation and Land Management Agency: Projects No. D2-0022 and C6-0080.
4. The Board discussed and reviewed the Inspection Report received from the State Water Resources Control Board for

the District's Sewer System Management Plan. A motion was made by Director Serrato, seconded by Director Samson Runion and unanimously carried to direct the General Manager to take appropriate action and report.

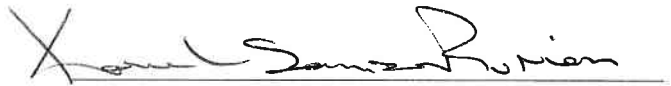
5. A motion was made by Director Cacho, seconded by Director Barajas and unanimously carried to approve Houston Harris PCS, Inc. proposals for Line Cleaning and CCTV Inspection and awarding contract for the work. The Board approved an Amendment that incorporated the existing agreement with the new job orders as attachments.
6. A motion was made by Director Serrato, seconded by Director Samson Runion and unanimously carried to approve a refund of deposit in the amount of \$470.88 to Enermax Global, Inc. for project on 13330 Magnolia Ave. due to new developer.
7. A motion was made by Director Serrato, seconded by Director Samson Runion and unanimously carried to approve preparing a Letter of Recommendation to the Riverside County Board of Supervisors requesting re-appointment of the incumbents for the upcoming November 5, 2024 General Election.
8. The Board discussed current ADUs being built in the District Boundaries.

9. A motion was made by Director Cacho, seconded by Director Serrato and unanimously carried to keep Efrain Barajas as the designated Director for audit communications with Smith Marion.
10. The Board discussed current delinquent accounts.
11. The Board discussed Sexual Harassment Training in accordance with the law.
12. A motion was made by Director Cacho, seconded by Director Serrato and unanimously carried to approve Citizens Business Bank Contract for Deposit of Money and approval of Bank Signature Card. Signatures were acquired from all Board members of the Home Gardens Sanitary District for Citizens Business Bank Checking Account.

Closed Session: The Board decided to postpone closed session until next meeting.

Directors Comments: None.

There being no further business, President Grady Garrison adjourned the meeting at 8:32 p.m.



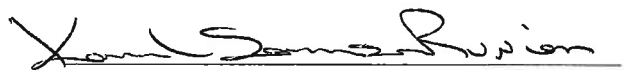
Karen Samson Runion, Secretary

The foregoing minutes were approved by the Board of Directors of the Home Gardens Sanitary District at the regularly scheduled meeting of said Board September 24, 2024.



Signed: _____

Grady Garrison, President



Karen Samson Runion, Secretary