

HOME GARDENS SANITARY DISTRICT
MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
DECEMBER 20, 2022

The Special Meeting of the Board of Directors of the Home Gardens Sanitary District was called to order by the President, Salvador Cacho, at 7:35 p.m. at the Office of the District, 13538 Magnolia Ave. Corona, CA 92879. (The Regular Meeting for December was cancelled.)

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

Minutes of the Regular Meeting of November 22, 2022 were presented for approval. Motion was made by Director Garrison, seconded by Director Serrato, and unanimously carried to approve the minutes as presented.

Expenditures for the month of December 2022 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 & Income /Revenue reports. Discussion followed.

President Cacho moved back to Item II on the agenda.

Public Comment: None.

Staff Report:

1. On November 30th Paul from G & G Environmental Compliance called informing us that Developlus' interceptor was overflowing into their parking lot. Paul and Bobby both went to the site to oversee the clean-up. Paul estimated that approximately 100 gallons was spilled into their private parking lot, and some did enter the storm drain. The incident was reported to the City of Corona's Storm Drain Department. G & G Environmental Compliance will be putting together a report of the incident and will provide a separate bill so the District can pass on the cost incurred to Developlus.
2. On December 1st Joel from WMWD came into the office to let us know that he received an USA request for the property on the corner of Sixth Street and Magnolia Avenue just north of Lesson Lane. He spoke with the requestor, and they stated they are doing some preliminary planning for a Gas Station and possibly a strip mall. He informed the requestor of the

District's easement.

3. On December 14th District Manager LaBonte made a 2nd request for an update and plan for the offset lateral at 1450 Magnolia Avenue. The owner, Mr. Modarresi emailed the City of Corona requesting an update. This will be on next month's agenda.
4. On December 19th we received an email from the County of Riverside proposing a Road Resurfacing Project on Magnolia Avenue from Promenade Avenue to Lincoln Street. They are requesting the District's plans, maps and data of the proposed area.

**Western Riverside County Regional Wastewater Authority
Rescheduled Regular Board of Directors Meeting, December 1,
2022**

3A Virtual Meetings

The Board of Directors approved the adoption of Resolution 22-008 extending virtual meetings for the period of November 3, 2022, through December 2, 2022.

4A-4F Consent Calendar

The Board of Directors approved the Consent Calendar with no items pulled.

A. Minutes for September 22, 2022, WRCRWA Board of Directors Regular Meeting.

B. Receive and File the Operations Report for July and August 2022.

HGSD average daily flow = 0.589 MGD (78.6% utilization of HGSD total ownership of 0.75 MGD)

WRCRWA average daily flow = 9.15 MGD (Plant capacity 14 MGD Total)

WRCRWA average BOD (influent) = 244 mg/l (Current limit 283 mg/l)

WRCRWA average TSS (influent) = 344 mg/l (Current limit 433 mg/l)

WRCRWA annual average TDS (effluent) = 575 mg/l (Current limit 751 mg/l)

No violation; complaint with NPDES

C. Receive and File FY 2023 Capital Project Status as of September 30, 2022, and Second Quarter Advanced Billing Report.

2nd Quarter Billing Total to HGSD = \$174,843.09

Anaerobic Digester	\$75,725.10
Odor Mitigation	\$100,457.24
Electrical Improvements	<\$1,339.25>

D. Receive and File The WRCRWA Open Purchase Order Report Dated October 31, 2022

E. Receive and File Fiscal Year 2022-2023 Budget Versus Actual Report for Enterprise Fund Operating Revenue and Expenses Through September 30, 2022.

Revenues are unfavorable with first quarter expenses over revenue by \$56,895. Revenue received comes from flows received. Flow was lower than anticipated. This is only the first quarter of FY 2023 so we will see how things proceed at the end of the second quarter.

F. Summary of Cash and Investments as of September 30, 2022.

As of the end of quarter 1 of FY 2023, there is \$6.82 M in cash (checking account) and \$4.72 M in savings.

5A Receive and File the Odor Control Practices Reports for 3rd Quarter Calendar Year 2022

Report shows a continued downward trend of odor complaints.

6A The Brown Act AB 2449 and Discussion of In-person Meeting Locations

The Board of Directors came to a Consensus to remain virtual for Board of Director and Executive Committee Meetings until the Governor revokes the State of Emergency on February 28, 2023. Thereafter WRCRWA will resume to in-person meetings.

6B Asset Management Program Update

The Asset Management Team provided an update on who is on the Team, goals of the program and examples of efforts done SRPS (South Regional Pump Station) to minimize risk of failure and extend life of the asset.

6C WRCRWA Capital Facilities Plan (Draft)

The Draft shows a list of projects for the Treatment Plant by year with costs. HGSD should anticipate additional costs for the collection system (mainly the SRPS). These additional costs have not been identified by WRCRWA yet.

The table below summarizes the totals by year and HGSDs share based 0.75 MGD of 14 MGD treatment ownership.

WRCRWA 5-Year CIP Expenses			
Year	Total Cost	HGSD Share	Comment
		5%	
0	\$11,897,060.00	\$637,342.50	in FY 23 Budget
1	\$1,829,000.00	\$97,982.14	
2	\$4,950,000.00	\$265,178.57	
3	\$4,356,000.00	\$233,357.14	
4	\$5,763,000.00	\$308,732.14	
5	\$7,054,000.00	\$377,892.86	
			AVG Cost Per Year
	\$35,849,060.00	\$1,920,485.36	\$320,080.89

WRCRWA Executive Committee Special Meeting on December 12, 2022

This meeting was specifically held to discuss the Recycled Water Pump Station and Northerly and Southerly Pipeline. Jurupa Community Services District and Dopudja & Wells conducted the meeting.

1. Recap of Previous Meeting held October 19, 2022, was given which included:

a. Overview of Projects

- i. Preliminary Design - configuration, sizing, and capacity.
- ii. Preliminary Design Report estimated costs.
- iii. Current schedule.

b. Participation in Projects

- i. Determine capacity ownership interest.
- ii. Capacity ownership method (MGD with peaking scheduled, managed, and monitored by WRCRWA).
- iii. Initial Memorandum of Understanding (MOU).
- iv. Final Project Construction, Operations and Management Agreements (three agreements - Pump Station, Northerly Pipeline, Southerly Pipeline).

2. Review and Reconcile Capacity Acquisition Interest (All)

a. Review of summary table showing agencies' November 18, 2022, submittals:

- i. Pump station.
- ii. Northerly Pipeline.
- iii. Southerly Pipeline.
- iv. Direct use versus outside sale/exchange.
- v. Discussion and Potential clarifications by agencies.

b. Facility design impacts of capacity requests.

Agency	Pump Station		Pipelines	
	Southerly	Northerly	Southerly	Northerly
	Capacity (MGD)	Capacity (MGD)	Pipeline (MGD)	Pipeline (MGD)
Corona	2.62	1.50	2.62	1.50
Home Gardens	0.56	0.56	0.56	0.56
Norco	0.72	1.87	0.72*	1.87
Western MWD	0.89	0.89	0.89	0.89
JCSD	-	5.22	-	5.22
Total	4.79	10.04	4.79	10.04
Design Capacity**	2.79	7.20	7.20	10.12

*Norco's participation in the Southerly Pipeline will be determined based upon point of connection.

**For pipelines, assumes Southerly Pipeline at 20" and Northerly Pipeline at 24" flowing at 5 FPS.

3. Facility Costs, Application of Grant Funding and Resulting Participating Agencies' Estimated Cost Obligations (All)

- a. Review current cost estimate for Pump Station and Northerly Pipeline with contingencies
 - i. Estimate PD level construction costs with contingencies.
 - ii. Estimated soft costs
 - iii. Applicable project development costs incurred by JCSD and Corona to date.
 - iv. Potential application of grant funding secured

- by JCSD to Northerly Pipeline and Pump Station.
- b. Net construction costs with grant funding (Pump Station and Northerly Pipeline).
 - i. Discussion of each agency's share of costs based upon capacity acquisitions interests.
 - c. Mode of agencies' interest in acquiring capacity.
 - i. Direct capital contribution.
 - ii. Lease from another agency with capacity.

Project Component	2022 PDR Cost (\$M)	Current w/ 15% Escalation (\$M)	HGSD's Cost w/ Escalation at 5% share (\$M)
Northerly Pipeline	\$11.48	\$13.20	\$0.66
Pump Station (N&S) w/ 25% Grant reduction**	\$7.01	\$12.90	\$0.49
Total	\$18.49	\$26.10	\$1.15

**2022 PDR Did Not Include Cost Estimate for all Southern PS components. Consultant to Develop Cost Estimate in ~March 2023. Estimate Currently at 60% of Northern PS Estimate (\$8.1M)

4. Draft MOU Content and Participants (All)

- a. Memorandum of Understanding (MOU) - a legal document, but it is not legally binding. It signals a contract is imminent.

- i. Parties to MOU.
- ii. Intent of projects and parties.
- iii. Proposed capacity ownership table by agency (Pump Station, Northerly and Southerly Pipelines).
- iv. Design lead and construction lead and process.
 1. Pump Station - JCSD design (construction TBD).
 2. Northerly Pipeline - JCSD.
 3. Southerly Pipeline - Corona.
 4. Design technical review and coordination meetings.
- v. Proposed facility ownership, operations, and maintenance lead:
 1. Commitment to pay proportionate project development costs, and project implementation costs.
 2. Applied grant funding.
 3. Executed prior to construction.
- vii. Milestone Schedule.
 1. Draft MOU document - December 2022/January 2023
 2. Agency review and comment - late January 2023
 3. Meeting to review and reconcile comments among agencies - early February 2023

4. Final Draft MOU prepared - February 2023
5. Governing Board approvals - March 2023

Items for Discussion and Consideration:

1. The Board discussed November's Monthly Status Report from G & G Environmental Compliance.
2. The Board discussed the severe offset of a lateral between Manholes 84 and 83. This item will be on next month's agenda.
3. A motion was made by Director Samson Runion, seconded by Director Serrato, and unanimously carried to deny the Indemnification Agreement at this time due to not having the necessary information required at this meeting, but will reconsider at the next meeting. This will be on next month's agenda.
4. Administrative Assistant, Tania Duarte, administered the Oath of Office to Grady Garrison and Karen Samson Runion. Miguel Serrato mentioned he got the Oath at the Riverside County Registrar of Voters Office.

Closed Session: None.

Directors Comments: All the Directors wished everyone a Happy New Year.

There being no further business, President Salvador Cacho adjourned the meeting at 8:12 p.m.



Efrain Barajas, Secretary

The foregoing minutes were approved by the Board of Directors of the Home Gardens Sanitary District at a regularly scheduled meeting of said Board, January 24, 2023.

Signed: 

Salvador Cacho, President



Efrain Barajas, Secretary