

HOME GARDENS SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OCTOBER 22, 2024

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: Alexandra Halfman, District Counsel; Tracey LaBonte, General Manager and Tania Duarte, Administrative Assistant.

Minutes of the Regular Meeting of September 24, 2024 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 October 2024 were presented and discussed. Motion was made by Director Samson Runion, seconded by Director Cacho, 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 September 30th the District received a letter from the Better Business Bureau (BBB) informing the District that they received a complaint against the District. The

complaint was submitted on September 21st. The complainant stated, "All year of 2024, I would never receive a bill from this company and not even a past due bill either, I took matters into my out hands and went in person and was told "To be on the lookout for what comes in the mail." However, late dues of past payments due to their mistakes fall onto my shoulders and wallet. In addition, there is no online payments and you must go in person and they only accept check & cash. Due to their lack of organization they accuse me of not paying when in reality they never send the necessary bills ON TIME." The BBB asked for the District to respond to this complaint. On October 7th General Manager LaBonte responded to the complaint via the BBB's online web address given in the letter, noting that the District does receive online payments along with accepting all major credit cards also noting that all bills were mailed on time. On October 21st the District received a letter from the BBB thanking the District for our response to the customer and that they have not heard from the customer and are closing this case as Resolved.

WRCRWA Regular Meeting of the Board of Directors

September 26, 2024

4A. Consider Election of Officers

All current officers are eligible for a second term in their respective positions. Currently General Manager LaBonte is the Secretary-Treasurer.

The Board of Directors voted to approve that the current officers remain in their respective positions for a second term.

4B. Consider Adoption of Resolution 24-002 Amending WRCRWA's Conflict of Interest Code

The conflict-of-interest code provides the list of staff positions involved with WRCRWA activities who must file a Form 700. The last time WRCRWA updated this was September 22, 2022. It has been updated to reflect current Western staff position titles engaged with WRCRWA.

The Board of Directors voted to approve the Adoption of Resolution 24-002 Amending WRCRWA's Conflict of Interest Code.

4C. Approve an Amendment to the Professional Services Contract with Lee & Ro, Inc., and Approve the Pre-Purchase of a Permanent Generator for WRCRWA's South Regional Pump Station (Specification W-302)

The SRPS was originally built to overflow into the Inland Empire Brine Line ("IEBL") in the event of failure of the SRPS pumps due to power outages, or mechanical failures. Orange County Sanitary District ("OCSD") now wants to eliminate as much domestic sewage as possible from entering the IEBL and required WRCRWA to add backup power at SRPS to eliminate discharges caused by SCE power interruptions. Staff secured a \$0.94 M grant to help fund this effort. Lee & Ro were hired to design the improvement. Based on an original concept of adding a diesel generator to run a self-priming pump the estimated project cost was \$1.24 M.

It was later determined the proposed solution was incapable of handling peak wet-weather flows resulting in evaluating different solutions. The new proposal is to add a permanent diesel generator capable of powering the existing SRPS pumps. The revised estimated project costs have increased to \$2.76 M, an increase of \$1.51 M. Staff is submitting a grant modification request to the State seeking additional funding and extension of time.

The request today is to authorize the pre-purchase of the permanent generator, and to increase Lee & Ro's contract. The pre-purchase cost is \$321,000 and the added engineering is \$48,304. Apparently, there is a long-lead time on the generator, and moving forward with ordering it will help WRCRWA meet the current grant deadlines.

These adds plus prior costs expended remain within the original approvals by the Board. Staff will seek a budget amendment after it is determined what amount of additional grant funds become available, if any.

HGSDs share of the cost is 9.375% based on 0.75 MGD ownership of the 8.0 MGD collection system. The estimated net cost to HGSD less existing grant funding based on the revised Project Cost of \$2.76 M is \$170,625. This may be reduced if additional grant funding is obtained.

The Board of Directors voted to approve a ratification of the Professional Services Contract with Lee & Ro, Inc. and Approve the Pre-Purchase of a Permanent Generator for WRCRWA's South Regional Pump Station (Specification W-302).

4D. Consider Authorization of a Purchase Order to Webb/Aqua for Engineering Support

In the FY 24/25 WRCRWA Capital Budget 10 projects were identified and approved with a budget of \$5.08 M. Staff is seeking engineering support for 9 of these projects from Webb/AQUA. Webb/AQUA submitted a proposal totaling \$457,505 to support staff on the 9 projects. Given the CIP Budget has been approved and costs for engineering are included in the project costs for each of CIP projects, no added funding requests are being made at this time. Staff requests authorization to issue a Purchase Order to Webb/AQUA in the amount of \$457,505 for engineering support related to the 9 projects.

The Board of Directors voted to approve the Purchase Order to Webb/Aqua for Engineering Support.

4E. Approve a Services Contract for FY 2024/2025 with Dopudja and Wells Consulting to Support Program Management and Administrative Functions for the WRCRWA Recycled Water Program

WRCRWA proposes to hire Dopudja and Wells to assist with WRCRWA's RW Program. This includes 1) ongoing assistance on negotiations for RW sales, 2) program administrative support to develop a hydraulic model based on RW use by WRCRWA Members and purchasing agencies and helping develop financial systems to track costs and revenues, and 3) ongoing administrative support related RW issues. The cost is \$84,785 for FY 24/25. Costs for this work were included and approved with the FY 24/25 WRCRWA Operational Budget.

The Board of Directors approved the Service Contract for FY 2024/2025 with Dopudja and Wells Consulting to Support Program

Management and Administrative Functions for the WRCRWA Recycled Water Program.

4F. Consider Authorization of a Purchase Order to Synagro-WWT, Inc. (SYNAGRO) for Cleaning Digesters 1 & 2

Staff received bids for cleaning Digesters 1 & 2 based on doing one digester per year. These two digesters were last cleaned and inspected in 2017 when retrofitted from aerobic to anaerobic digestion as part of the Plant Expansion Project. Typical cleaning cycles for digesters is 5 to 7 years and is done to ensure reliability, enhanced dewatering, and more efficient biosolids drying. SYNAGRO submitted the lowest cost of \$677,794, below the budgeted amount of \$900,000 carried in the WRCRWA Budget. This contract will extend over two years.

The Board of Directors approved the Purchase Order in the amount of \$677,794 for the cleaning of Digesters 1 & 2.

5A. Regional Biosolids Program Feasibility Study Phase 1

Brian Noh from Western Municipal Water District addressed the Board of Directors regarding a possible involvement in a Regional Biosolids Program. There have been some possible issues identified that would make such a program beneficial to WRCRWA and others. The possible issues identified are Disruption of contractor operations (temporary facility closure), labor, equipment, and supply chain issues (hauling challenges), reliability of privately-operated facilities (Chapter 11 filing), and restrictive legislation (Arizona House Bill 2669-very nearly prohibited Class B land application), (Maine Legislative Document 1911-Biosolids land application ban). The question is can we effectively and efficiently handle

all of the problems that arise at the speed with which they arise if any of these issues come to fruition?

Some of the options presented were Single or multiple regional facilities, site selection, technology selection, and public vs. private involvement.

Some of the benefits that were presented were increased resiliency, economies of scale, increased control and predictability, greater voice in the industry, and greater ability to respond to future challenges.

Many surrounding agencies have already expressed interest in being part of some sort of regional program. They are currently asking for a commitment to contribute to a Feasibility Study which could cost WRCRWA a minimal amount depending on how many agencies commit to the first phase of this endeavor.

The Board of Directors did think that this would be a worthy endeavor and even though there was not a vote needed the Board of Directors gave the okay to go forward with participation in the Feasibility Study.

President Garrison moved back to Item II on the agenda.

Public Comment: None.

HGSD Items for Discussion and Consideration:

1. The Board discussed September's Monthly Status Report from G & G Environmental Compliance.

2. A motion was made by Director Barajas, seconded by Director Cacho and unanimously carried to approve Resolution No. 526, A Resolution of the Board of Directors of the Home Gardens Sanitary District Declaring and Determining that Ordinance No. 525 has been posted in Accordance with the law.
3. District Counsel, Alexandra Halfman, gave an overview of the New Legislation Amending and Extending Gov Code 84308.
4. The Board discussed the Home Gardens Sanitary District Annual Compliance Report for Fiscal Year Ending June 30, 2024.
5. The Board Discussed the Audit and Recertification of the SSMP along with plans to update to Capacity Assurance Plan and Master Plan.
6. There were no late fee requests from Patrons
7. The Board discussed current delinquent accounts.

Closed Session: None.

Directors Comments: None.

There being no further business, President Grady Garrison adjourned the meeting at 7:54 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 November 26, 2024.

Signed: _____



Grady Garrison, President



Karen Samson Runion, Secretary

RESOLUTION NO. 526

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE HOME GARDENS SANITARY DISTRICT DECLARING
AND DETERMINING THAT ORDINANCE NO. 525
HAS BEEN POSTED IN ACCORDANCE WITH THE LAW**

WHEREAS, Health and Safety Code Section 6491.3 declares that 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, previously-adopted ORDINANCE No. 525 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 22nd day of October 2024.



President



Secretary