

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS**

**1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, August 18, 2016 at 6:00 p.m.

MINUTES

The District recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the District (760-482-2440) two working days prior to the meeting with any special requests for reasonable accommodation.

1. CALL TO ORDER:

The meeting of the Board of Directors of the Heber Public Utility District was held at the District's meeting room and called to order at 6:02 pm by Director Sandoval.

2. ROLL CALL:

Director's present at roll call: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, and P. Tabarez, Jr. Also present General Manager Laura Fischer, Finance Manager Graciela Lopez, Board Secretary Raquel Carrillo and General Counsel Steve Walker.

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Director Sandoval.

4. APPROVAL OF AGENDA:

Director Sandoval requested to have Item 8-E moved before Item 8-A.

The Motion to Approve the Agenda with Item 8-E moved forward before Item 8-A was made by Director Tabarez, seconded by Director Garcia-Ruiz.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, T. Sandoval, D. Garcia-Ruiz, P. Tabarez

5. PUBLIC PRESENTATIONS/COMMENT:

County Librarian, Crystal Duran with the County Free Library approached the Board thanking them for the \$500 donation that was given to the Library for the summer reading program.

The Board may set time limits on the amount of time any speaker can use to address the Board. Members of the public are allowed to make comments about anything not listed on the agenda. If the comments concern an agenda item, they must wait until that item is up for discussion. If you wish to address the Board, please fill out a "Request to Speak Form" and hand it to the Clerk of the Board and when recognized by the President of the Board, go to the podium and address the Board. The Board can't take action on any item not on the agenda.

- 6. CONSENT AGENDA:** Any item on the Consent Agenda may be removed and placed under New Business at the request of any Board Member or member of the Public.

- A. Approval of Minutes for the special meeting on June 8, 2016, the regular meeting on June 16, 2016, and the special meeting on July 11, 2016.
- B. Approval of Current Demands for June and July 2016.
- C. Approve Change Order Number 2 in the amount of \$83,488.79 for the Water Treatment Plant Improvement Project – General Manager
- D. Authorize Out of State Travel for Three Water/Wastewater Operators to Attend the Annual Tri-State Seminar in Las Vegas, NV – General Manager

The Motion to Approve the Consent Agenda as presented was made by Director Nolasco, Jr., seconded by Director Escobedo.

Motion approved by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

7. REPORTS:

- A. President and Director’s Comments. Director Sandoval thanked the County/Walker for the \$1,000 donation made to the Heber Community Foundation to purchase backpacks and school supplies for the kids at school.
- B. Sub-Committee Report – 85th Anniversary. Informational only.
- C. Operations Report for June and July 2016. Informational only
- D. Engineer’s Report – Water Treatment Plant Improvement Project
Juny Marmolejo, Project Manager, gave a brief update on the progress of the Water Treatment Plant Improvement Project.
- E. General Manager’s Report. Information was given to the Board.

8. NEW BUSINESS: Discussion and Possible Action

- E. Authorize the General Manager to prepare and submit a Request for Proposals for the Construction of Athletic Field Lights for Soccer Fields at Margarito “Tito” Huerta Park – General Manager

Motion to Authorize General Manager to prepare and submit a Request for Proposals for the Construction of Athletic Field Lights for Soccer Fields at Margarito “Tito” Huerta Park was made by Director Tabarez, Jr., seconded by Director Garcia-Ruiz.

Motion pass by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

- A. Approve the Installation of the HPUD Logo on the 3.75 MGD Water Storage Tank, Authorize the Change Order Number 3 in the Amount of \$11,035.84 – General Manager.

This item was tabled and will be brought back to next meeting with more information of cost regarding changes made.

- B. **PUBLIC HEARING:** Conduct a Public Hearing to Gather Input from Interested Persons Regarding the Development of a Grant Application to Construct Artificial Turf Baseball and/or Soccer Fields – General Manager

President Sandoval opened the Public Hearing at 7:23pm. Justina Arce, with The Group, giving information about the development of a Grant Application to Construct Artificial Turf Baseball and/or Soccer Fields at the corner of Correll Rd. and Rockwood St. Ms. Arce presented some options regarding the Sport Field Complex Park.

Additional public support for the project was given by Mr. Salvador Arballo, Ms. Marie Arballo, Victor Carrillo, Ivan Ochoa and Sonia Contreras.

The Public Hearing was closed at 7:50 pm – Regular meeting reconvened at 7:51 pm.

- C. Authorize a Budget Adjustment to the Parks Fund to Include an Additional \$10,000 to Apply for a Conditional Use Permit from the County of Imperial for Development of the 19 Acre Park – General Manager

Motion to Authorize a Budget Adjustment to the Parks Fund to Include an Additional \$10,000 to Apply for a Conditional Use Permit from the County of Imperial for Development of the 19 Acre Park was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

- D. Authorize the Part-Time Temporary Salary Schedule and the Employment of an Office Assistant to During the 85th Anniversary Celebration– General Manager

Motion to Authorize the Part-Time Temporary Salary Schedule and the Employment of an Office Assistant to help During the 85th Anniversary Celebration with no more than 30hrs a week was made by Director Sandoval, seconded by Director Nolasco, Jr.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz,

P. Tabarez, Jr.

- F. Authorize the General Manager to Prepare and Submit a Request for Proposals for the Construction of Restroom Facilities at Jiggs Johnson Park – General Manager

Motion to Authorize the General Manager to Prepare and Submit a Request for Proposals for the Construction of Restroom Facilities at Jiggs Johnson Park with an estimate of \$210,000 was made by Director Nolasco, Jr., seconded by Director Escobedo.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

- G. Authorize a One Time Waiver of Ordinance 220, which will allow the sale and consumption of alcohol on Saturday, October 29, 2016 at Margarito ‘Tito’ Huerta Park During the HPUD 85th Anniversary Celebration – General Manager

Motion to Authorize a One Time Waiver of Ordinance 220 to allow the sale/consumption of alcohol during the HPUD 85th Anniversary Celebration was made by Director Sandoval, seconded by Director Nolasco, Jr.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

9. OLD BUSINESS: Discussion and Possible Action

- A. Review and Approve the Five Year Capital Improvement Project List via Resolution 2016-09 – General Manager

Motion to Review and Approve the Five Year Capital Improvement Project List via Resolution 2016-09 was made by Director Garcia-Ruiz, seconded by Director Tabarez, Jr.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

- B. Review and Approve the Financial Reserve Guidelines via Resolution Number 2016-08 – General Manager

Motion to Review and Approve the Financial Reserve Guidelines via Resolution Number 2016-08 was made by Director Garcia-Ruiz, seconded by Director Tabarez, Jr.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, P. Tabarez, Jr.

10. ANNOUNCEMENTS:

- A. Board of Supervisors meet every Tuesday in August and September with the exception of August 16th, 23rd and September 6th.
- B. CSDA newsletter www.csda.net

11.

CLOSED SESSION:

The Motion to go into Close Session was made at 8:39 pm by Director Garcia-Ruiz, seconded by Director Tabarez, Jr.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, and P. Tabarez, Jr.

- A. Employee Negotiations – Government Code Section §54957.6 Unrepresented Employees
- B. Government Code Section §54957 Public Employee Evaluation of Performance (General Manager)
- C. Government Code Section § 54956.9(b) Conference with Legal Counsel - Potential Litigation

The Board returned to Open Session at 9:27 pm.
General Counsel reported that Direction was given to staff.

12.

ADJOURNMENT:

Motion to adjourn the meeting at 9:29 pm, was made by Director Garcia-Ruiz, seconded by Director Tabarez.

Motion passed by Roll Call: 5/0

AYES: S. Escobedo, M. Nolasco, Jr., T. Sandoval, D. Garcia-Ruiz, and P. Tabarez, Jr.