

# Heber Public Utility District

## Report to the Board of Directors

Date: September 19, 2019  
From: Laura Fischer, General Manager  
Subject: General Manager's Report to Board of Directors

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### **HPUD EVENTS**

#### **Summer Event – Water Slides**

We held a fun summer event at the park in August with water slides, free popsicles and a movie! There were over 50 people attending and it was one our coolest nights in August!

#### **Movie Night – THIS FRIDAY**

We will be watching Pokemon Detective Pikachu at Tito Park this Friday evening.

### **HPUD OPERATIONS AND ADMINISTRATION**

#### **CSDA Annual Conference is coming up soon!**

The conference will be held in Anaheim on September 25-28. More information can be found at: [www.csdanet.com/annualconference/home](http://www.csdanet.com/annualconference/home). Staff has your packets ready and will give them to you at the meeting.

#### **Meeting with IVEDC**

I met with IVEDC this week to determine what services and benefits IVEDC can provide to HPUD. I agreed to meet with their staff to drive around Heber so they can get a better understanding of the properties available and the service and role HPUD plays in development of Heber.

#### **Possible Improvement Project at Wastewater Treatment Plant**

I met with Mr. Scaroni to talk about the possibility of making improvements to our Wastewater Treatment Plant so that we could accept sewer from his dumpers. I will bring this information back to the board at the next meeting to determine if there is interest in moving forward with determining the feasibility of the project, the probable cost, and further discussion on cost for potential customers.

#### **IID Local Entity**

I met with two representatives from the IID that work with the Local Entity program. They wanted to meet and discuss the grant and the timeline for the recreation center construction project. They seemed pleased with our work so far and I submitted the invoices and a report to them following the meeting. They stated that there could be more funding available for this project, and that we should schedule a meeting with IID Board member to discuss.

#### **Heberwood Development**

HPUD engineers and staff have held a couple of meetings with Mr. Scott Slocum with Winfield Development to discuss the 28 new homes going in at Heberwood. They need water for

construction and connected pumps and pipes to the IID Dogwood canal. We called IID and asked if they issued a permit and reminded them that secondary water was not allowed in HPUD service area even for construction purposes. They disconnected and are purchasing water from HPUD. They will install a hydrant closer to the property with County and HPUD approval to be metered and used during construction.

### **New Phone System in Office**

We have a new phone system for the office and will be scheduling an install sometime in October.

### **Purchase of New Computers**

Staff is moving forward with the purchase of new computers. The request is attached to this report. The total purchase amount is \$8,574.74 and is included in the FY 2019-20 budget.

### **CUPA**

We had an inspection at the Wastewater Treatment Plant by CUPA. They noted one area that was out of compliance and needed attention. We needed to prepare and submit a Spill Prevention Control Plan within 30 days. I prepared the plan and submitted within the timeline and we received a certificate from CUPA stating we are fully compliant.

### **Auditors**

The auditors were here in July. They submitted data requests from HPUD staff and they are working to fill the requests. After the auditors have all of the data they need, they will come back to HPUD and work on the audit to make sure it is ready by December 2019. Graciela has been very busy working closely with the auditors.

## **HPUD PROJECTS**

### **Solar Light Project**

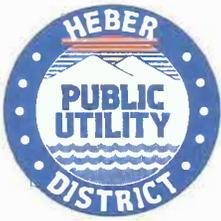
The HPUD staff has almost completed the installation of the solar lights. They have all of the lights in except 2. These two poles were not the right type and have been sent back. We are waiting for the new poles and a few parts to make sure they are all working correctly. Additionally the county building department has not issued the permit for the shade structure. They assure us that we should be able to install the shade in October.

### **Recreation Center**

The plans have been submitted to the planning department and we are ready to submit our Request for Proposal for construction. Staff is working with The Holt Group to get this ready and out for bid early October.

### **Tito Park Reseeding**

If you haven't been by Tito Park in a while, you should drive by. The parks crew reseeded the park and it looks great!



## Heber Public Utility District

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September 16, 2019

Attention: Ms. Fischer

Subject: Purchase of new server and computer equipment.

We have received the quote from Dell for the following:

Dell Server with windows 2019, hardware and software as specified in the quote:	\$ 11,917.14
4 Desk-tops with 20" double monitor, windows 2019, 3 Year warranty:	<u>6,657.60</u>
Total:	\$ 18,574.74

After the approval the equipment will be ordered, when it arrives Alejandro Estrada will be doing the installation, existent data migration from old server and we will coordinate with Tyler Technologies and e-file cabinet the transition from the old server software and data to the up-dated windows 2019 environment.

As you are aware the equipment up-grade and related cost has been included in the 2019-20 Budget under Office Equipment Outlay in the amount of \$24,000.00 which include the additional IT services cost and licenses for Microsoft office, adobe, etc.

Thank you,

A handwritten signature in cursive script that reads "grace".

Graciela Lopez

Finance Manager