HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

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

Thursday, December 19, 2019 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 Heber Public Utility was called to order at 6:02 pm by President Pompeyo Tabarez, Jr.

2. **ROLL CALL:**
Director's present: T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia

3. **PLEDGE OF ALLEGIANCE:**
The Pledge of Allegiance was led by President Tabarez, Jr.

4. **APPROVAL OF AGENDA:**
Motion to table item 8A thru 8D for next month was made by Director Nolasco, Jr., seconded by Director Garcia.
Motion approved by Roll Call: 4/0
AYES: T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia
ABSENT: M. Cardenas

5. **PUBLIC PRESENTATIONS/COMMENT:** Anthony Plancarte from US Census presented the Board with information about the US Census and what cities, towns they will be targeting this year, Heber being one of them.

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. Approve Minutes for the Regular Meeting of November 21, 2019.

   B. Approve Current Demands for November 2019.

   C. Ratify the Amendment to the Employment Contract with the General Manager.

   D. Ratify the Modification to the NRTA Memorandum of Understanding to include the Changes to the Operator In-Training Salary Schedule.

E. Ratify the Letter Agreement Between the HPUD and the Finance Manager

F. Approve and Adopt the Amendment to the Heber Public Utility District Salary Schedule for FY 2019-20.

G. Adopt the Heber Public Utility District Board Meeting Calendar for 2020.

Director Nolasco asked to pull Item 8-C from the Consent Agenda and to be discussed later in the meeting.

Motion to approve the consent agenda as presented without Item 8-C was made by Director Sandoval, seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 4/0
AYES: T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia
ABSENT: M. Cardenas

7. REPORTS:

A. President and Director's Comments. Director Sandoval mentioned that he was able to attend the Employee Appreciation Luncheon and a good time, thanked HPUD employees.

B. Operations Report for November 2019. Informational only.

C. General Manager's Report. GM thanked the employees for their hard work and the Board for funding the Employee Appreciation Luncheon.

D. Heber Tamale Festival – Update. Helen Diaz approached the Board and mentioned they wanted to make a presentation to the oldest person in Heber, also to recognize the HPUD Board. Mr. Plancarte will also be present.

8. PRESENTATION AND BOARD REORGANIZATION

A. Presentation to Outgoing President – Pompeyo Tabarez, Jr.

B. Nominate and Elect a Board Member to the Office of President

C. Nominate and Elect a Board Member to the Office of Vice-President

D. Nominate and Elect a Board Member to the Office of Treasurer

9. NEW BUSINESS: Discussion and Possible Action

A. Approve and File the Independent Auditor's Report in Reference to the Fiscal Year 2018-2019 Financial Statements – Representative from White Nelson Diehl Evans LLP.

Motion to Approve and File the Independent Auditor's Report in Reference to the Fiscal Year 2018-19 Financial Statements was made by Director Nolasco, Jr., seconded by Director Garcia.

Motion approved by Roll Call: 4/0

AYES: T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia
ABSENT: M. Cardenas

B. Information Only Regarding the Community Facilities District 2005-1 Annual Report Prepared by Willdan Financial Services – General Manager

C. Authorize the General Manager to Prepare and Submit a Request for Proposal for Professional Park Landscape Maintenance Services – General Manager

Motion to Authorize General Manager to Prepare and Submit a Request for Proposal for Professional Park Landscape Maintenance Services was made by Director Nolasco, Jr., seconded by Director Garcia.

Motion passed by Roll Call: 4/0

AYES: T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia
ABSENT: M. Cardenas

10. OLD BUSINESS: Discussion and Possible Action

A. Adopt Resolution Number 2019-10 Amending the Reserve Guidelines and Budget for Fiscal Year 2019-20 to Include Additional Funding to Complete Construction of the Recreation Center Project – General Manager

B. Authorize the General Manager to Modify the Agreement with the Imperial Irrigation District Local Entity to Allocate Additional Local Entity Funds toward to Recreation Center Project and to Modify the Local Entity Project Budget and Project Schedule Accordingly – General Manager

C. Authorize the General Manager to Execute a Construction Contract with A&N Quality Builders for the Construction of a Recreation Center – General Manager

Item 10A, B, C will be brought back next month with more or new information. Staff was asked to postpone Item C and ask IID about timeline and ask A&N to hold price for another 3 months.

11. ANNOUNCEMENTS:

A. Board of Supervisors meets on Tuesdays in January at 9:30 am (open session) at 940 W Main St., El Centro.

B. CSDA newsletter www.csda.net.

ITEM 6.C Item 6-C was discussed briefly, Director Nolasco questioned how the hours were calculated throughout the year. After a brief discussion motion to approve Item 6-C was made by Director Sandoval, seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 4/0

AYES:T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia

ABSENT:M. Cardenas

12. CLOSED SESSION:

A. Government Code Section §54957.6 (a)
Conference with Labor Negotiators - General Manager
a) Public Employee Evaluation of General Manager

Item tabled for next meeting in January.

13. ADJOURNMENT:

Motion to adjourn the meeting at 6:48 pm was made by Director Sandoval, seconded by Director Garcia.

Motion approved by Roll Call: 4/0
AYES: T. Sandoval, P. Tabarez, Jr., M. Nolasco, Jr., K. Garcia
ABSENT: M. Cardenas

Minutes of the Regular Meeting for December 19, 2019 were prepared by Raquel Carrillo, Board Secretary

Heber Public Utility District is an equal opportunity provider and employer. Raquel Carrillo