

# INTEROFFICE MEMORANDUM

Heber Public Utility District  
Office of the General Manager

---

Date: September 20, 2018  
To: Heber Public Utility Board of Directors  
From: Laura Fischer, General Manager  
Subject: General Manager Report to Board of Directors

---

## **HPUD EVENTS**

### **Heber Fall Fiesta**

Heber Fall Fiesta. Check out the website at [www.heberfallfiesta.com](http://www.heberfallfiesta.com). I have a written report on this event included in the agenda.

## **HPUD OPERATIONS AND ADMINISTRATION**

### **Employee Meeting**

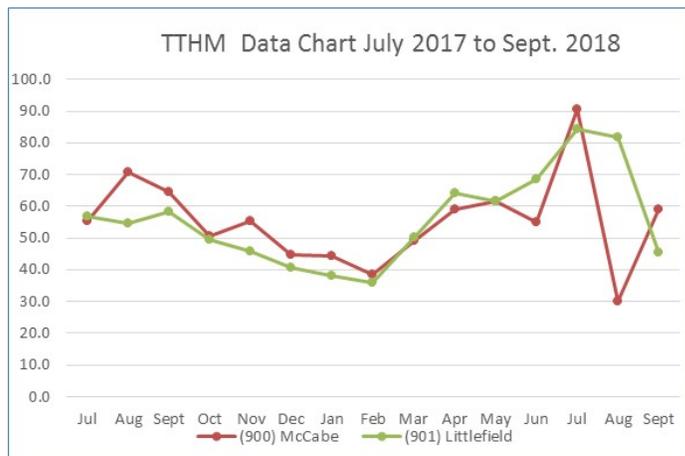
I held an employee meeting on October 3<sup>rd</sup>. We discussed insurance open enrollment, supplemental insurance options, and supplemental insurance opportunities. We had Rite Aide provide flu shots and Hepatitis A shots to employees who wish to get them, and we had a safety presentation from Ruiz and Associates. I gave a brief overview of our budget, capital improvement plans for the year, and an update on our NRTA Memorandum of Understanding timeline.

### **Annual Audit**

The auditors are in our office this week gathering information and getting prepared to present the final report to the Board in December.

### **TTHM Information**

The chart below provides a chart of our TTHM monthly test results. As you can see our most recent test in August was an anomaly. We retested, but we don't have the test results available at this time. We anticipate they will not be as low as indicated at McCabe. The State will average the two results for our reporting requirements. These results are from our test locations the furthest from the plant and which are the State approved test locations.



### **Special Districts Joining LAFCo**

I met with Antonio Ortega from IID and the City Manager of El Centro to discuss the issue and later in the month, Antonio and I met with Tony Rouhotas, County CEO to discuss the alternative funding structure. The next step in our efforts to secure Special Districts a seat on LAFCO Board is to attend the City County Managers meeting, which is held monthly. I will attend along with a representative from IID to encourage City/County Managers to talk with their Boards about the alternative cost proposal should Special Districts vote to join LAFCO. I will keep you posted, but the next meet will most likely be in November or later.

### **Harassment Prevention Training Requirement**

You are all signed up to take the free online Harassment Prevention Training provided by CSDA through our insurance carriers SDRMA. If you have any trouble accessing the training or getting your certificate, please let me know. Once you get the certificate, please forward it to me or Raquel for our files.

### **Ware Road Water Break Repairs**

Staff was unable to repair the first water break on Ware Road and still maintain a safe distance between the HPUD water line and the IID cement underground canal. We made some modifications to the installation and are going up and around the IID canal to ensure that the lines have separation and won't contact.

There was a second break on Ware Road just to the south of the first break. This was a result of our water line being empty of water during the repairs. This resulted in the pipe getting too hot from the underground geothermal lines as there was no water in the line to keep it cool. This pictures shows the condition of the line due to the heat from the geothermal pipes. Staff took temperature readings and found that the empty pipe was at 125 degrees and the surrounding dirt was at 152 degrees.

Staff met with our engineers to discuss the options on how to repair this line. After reviewing the area and determining that there are no service connections in this entire looped area, we have decided to cap this line. Capping the line will have some benefits; our water quality will improve as water will not be get stagnant, or hot. There are no services in the area, but should some services be needed, we can repair the line and reconnect. Capping the line has no negative impacts.

There are only two areas where the geothermal line cross close enough to HPUD water lines to heat them. Both of these areas will need to be inspected and possibly repaired or reinforced prior to reconnecting the water line.

### **Community Center Facility**

I received a phone call from the County Public Works regarding some possible new facilities at the County Community Center. They are going to remove the boxing ring and are discussing the possibility of installing a splash pad. They asked if HPUD would be able to take and process water samples. I told them that HPUD does not have a lab and we don't process our water quality tests, but we do send them to the County environmental health department.

### **Cal Trans Improvements to Highway 86**

As you can see in the community, Cal Trans is installing sidewalks and ADA compliance curb ramps in front of Kennedy's Market and the post office. Due to the construction, HPUD has had to relocate the meter at Kennedy's Market and relocate a fire hydrant at the corner of Heffernan and Highway 86. HPUD has prepared an invoice to Cal Trans for time and materials to relocate the hydrant. This should have been identified during the engineering review phase of the project and HPUD would have had time to get the materials together and relocate the hydrant in our schedule.

## **HPUD PROJECTS**

### **Jiggs Johnson Solar Light Project**

The Agreement has been signed, and the lights are ordered. They are being manufactured and we hope to get them in with the next few weeks.

### **Heber Recreation Room (IID Funded)**

We have submitted a conceptual design to the County Planning department. I am meeting with the Planning Department on Thursday, the 18<sup>th</sup> in the morning. I'll have an update at the meeting. We hope to get their approval on a waiver of the 25' rear setback requirement. Additionally, we are asking them about the required number of parking spaces needed at the building. If we get this waiver and know the number of parking spaces needed, we will be able to determine the size of the building we can purchase. As soon as we determine the size, we will submit the RFP. I have not asked for a tour of the El Centro School building, but will do that this week.

### **Local Entity Funds**

Directors Nolasco and Cardenas and I met with Director Salas regarding the Local Entity Funds. She suggested that we meet with other IID Board members to gain support for our project. I have issued invitations to them to attend the HPUD Fall Fiesta.

### **Water Treatment Plant Project**

We received the final reimbursement for the Water Treatment Plant project. This closes out our grant and loan with the State Water Board.