

**HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, June 18, 2020 at 6:00 p.m.

MINUTES

THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20 ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17,2020, THE RALPH M. BROWN ACT (*California Government Coe Section 5485950, et Seq.*), and the *Federal Americans with Disabilities Act*.

THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY ATTEND THE BOARD MEETING VIA THE APPLICATION, ZOOM UNTIL FURTHER NOTICE. YOU MAY ALSO CALL INTO THE MEETING, FOR AUDIO ONLY PARTICIPATION, BY CALLING (760) 482-2447.

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 796-978-5637

CALL IN PHONE NUMBER: (760) 482-2447

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 District was called to order at 6:03 pm by President Cardenas.
- 2. ROLL CALL:**
Board Members Present: Pompeyo Tabarez, Jr., Martin Nolasco, Jr., Tony Sandoval, and Moises Cardenas. Also in attendance, Steve Walker, Laura Fischer, Lexandra Carmelo and Raquel Carrillo. Director Kaine Garcia joined @ 6.45 pm
- 3. PLEDGE OF ALLEGIANCE:**
The Pledge of Allegiance was led by President Cardenas
- 4. APPROVAL OF AGENDA:**
Motion to approve the agenda with tabling items 8-C and 8-F for next month, was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr. and passed by a vote of 4/0, 1 absent.
AYES:P. Tabarez, Jr., M. Nolasco Jr., T. Sandoval, M. Cardenas

ABSENT: K. Garcia

5. PUBLIC PRESENTATIONS/COMMENT: None at present time.

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 Special Meeting of June 11, 2020 and the Regular Meeting of May 21, 2020.

B. Approve Current Demands for May 2020.

Motion to approve the Consent Agenda was made by Director Tabarez, Jr., seconded by Director Nolasco, Jr.

Motion approved by Roll Call: 4/0 1 absent

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

ABSENT: K. Garcia

7. REPORTS:

A. President and Director's Comments. President Cardenas thank everyone for attending meeting.

B. Operations Report for May 2020. Information Only

C. General Manager's Report. None at present time.

D. Recreation Center Project Update General Manager Laura Fischer gave a quick update on Rec. Center Update.

8. NEW BUSINESS: Discussion and Possible Action

A. Adopt Resolution Number 2020-07 Calling and Giving Notice of Election; and Resolution Number 2020-08 Requesting to Consolidate a District Election with the Statewide General Election – General Manager

Motion to Adopt Resolution 2020-07 Calling & Giving Notice of Election and Resolution Number 2020-08 Requesting to Consolidate a District Election Statewide General Election was made by Director Sandoval, seconded by Director Nolasco, Jr.,

Motion approved by Roll Call: 4/0 1 absent

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

ABSENT: K. Garcia

- B. Authorize the General Manager to Execute a Professional Service Agreement to Provide Engineering Services for Design, Bidding and Construction Manager of the Children’s Park Renovation Project With The Holt Group – General Manager

Direction was given to contact Daniel Cardona to see if playground equipment can be used with USDA funds. And award contract with Holt Group to stay within budget.

- C. Adopt Resolution 2020-09 to Adopt Salary Schedule for Fiscal Year 2020-21 – General Manager. Tabled for next meeting

- D. Adopt Resolution Number 2020-10 to Adopt the Reserve Resolution for Fiscal Year 2020-21 (First Review) – General Manager.

Motion to Adopt Resolution 2020-10 to Adopt the Reserve Resolution for FY 2020-21 (First Review) with changes to add Correll Basin Project @ \$80,00 was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

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

- E. Adopt Resolution Number 2020-11 to Adopt the Five Year Capital Improvement Program Project List (First Review) – General Manager

Motion to Adopt Resolution Number 2020-11 to Adopt the Five Year Capital Improvement Program Project List (First Review) was made by Director Tabarez, seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

AYES: P. Tabarez, Jr., M. Nolasco, Jr., T. Sandoval, K. Garica and M. Cardenas.

- F. Adopt Resolution Number 2020-13 to Approve Memorandum of Understanding MOU Between the HPUD and Natural Resources Technical Association NRTA – General Manager. Tabled for next meeting.

- G. Authorize staff to prepare and submit grant and loan applications to USDA for Community Facilities and Water & Sewer Projects and Equipment Funding – General Manager

Motion to Authorize staff to prepare and submit grant and loan applications to USDA for Community Facilities and Water & Sewer Projects/Equipment Funding was made by Director Tabarez, Jr., seconded by Director Garcia

Motion approved by Roll Call: 5/0

AYES: P. Tabarez, Jr., M. Nolasco, Jr., T. Sandoval, K. Garica, and M. Cardenas

9. OLD BUSINESS: Discussion and Possible Action

- A. Adopt Resolution Number 2020-12 to Adopt the Fiscal Year 2020-2021 Budget – General Manager. Motion to Adopt Resolution Number 2020-12 to Adopt Fiscal Year 2020-2021 Budget with staff recommendation to raise rates only \$2.00 in July 2020, was made by Director Garcia, seconded by Director Sandoval.

Motion approved by Roll Call: 5/0

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

- B. Authorize the General Manager to Execute the Construction Contract with USA Shade for the 40' X 40' Fabric Shade Structure at the Water Treatment Plant Project in an Amount Not to Exceed \$43,500 – General Manager. Motion to Authorize GM to Execute the Construction Contract with USA Shade for WTP Project in an Amount not to Exceed \$43,500 was made by Director Nolasco, Jr., seconded by Director Garcia.

Motion approved by Roll Call: 3/2

AYES: P. Tabarez, M. Nolasco, Jr., and K. Garcia

NAY: T. Sandoval, M. Cardenas

10. ANNOUNCEMENTS:

- A. Board of Supervisors meets every Tuesday in July, at 9:30 am via the platform Zoom.
- B. CSDA newsletter www.csdanet.net

11. CLOSED SESSION:

Motion to go into Close Session at 7:15 pm was made by Director Tabarez, Jr., seconded by Director Garcia.

Motion approved by Roll Call: 5/0

ZOOM MEETING INSTRUCTIONS

To ensure privacy during Closed Session, we will observe the following procedures:

- A separate, private Zoom meeting for Closed Session will be created.
- Once a motion to move to Closed Session is approved in the public Zoom meeting, participants in Closed Session will exit the public meeting.
- Staying in the Zoom app, participants in Closed Session will then join the private meeting created for Closed Session.
- Closed Session is done securely in private.
- Once Closed Session is complete, participants will leave the private Zoom meeting and re-join the public meeting using their panelist join-link for any potential report from Closed Session and adjournment in front of the public.

- A. Employee Negotiations – Government Code Section §54957.6
Natural Resources Technical Association

Board reconvened from Close Session at 7:45pm. No reportable action was taken

12. ADJOURNMENT:

Motion to Adjourn the meeting at 7:47pm was made by Director Tabarez, Jr., seconded by Director Sandoval.

Motion approved by a vote of: 5/0

Minutes of the Regular Meeting for June 18, 2020 were prepared by Raquel R. Carrillo, Board Secretary

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