HEBER PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

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

Thursday, June 11, 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

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 District was called to order at 6:03pm by President Cardenas

2. **ROLL CALL:**
   Board Members present were: Moises Cardenas, Pompeyo Tabares, Jr., Martin Nolasco, Jr., Tony Sandoval, Kaine Garcia. Also present: Laura Fischer, General Manager; Juny Marmolejo, Engineer; Graciela Lopez, Finance Manager; Lexandra Carmelo newly hired Finance Manager; and Steve Walker, legal Counsel.

3. **PLEDGE OF ALLEGIANCE:**
   The Pledge of Allegiance was led by President Cardenas.

4. **APPROVAL OF AGENDA:**
   Motion approve the agenda was made by Director Tabarez, and seconded by Director Nolasco. Motion passed with a vote of 5/0.

Roll Call
AYES: Cardenas, Garcia, Tabarez, Nolasco and Sandoval.
NOES: None
ABSENT: None

5. PUBLIC PRESENTATIONS/COMMENT: NONE

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. Ratify the Employment Contract with Lexandra Carmelo, Finance Manager.

B. Authorize Letter of Support for HR 7073, the Special Districts Provide Essential Services Act.

C. Authorize the President to Sign a Letter to LAFCO Approving a Temporary Water Service Connection for Construction of Border Wall Project Located Outside of the District's Service Area.

7. REPORTS:

A. President and Director's Comments – The Board welcomed Lexandra Carmelo, the new Finance Manager. President Cardenas thanked staff for diligently following the regulations regarding COVID19. Director Sandoval stated he was on a conference call with HPUD staff and USDA regarding loan and grant programs.

Information on the current status of re-opening and HPUD staff working schedule was provided to the Board of Directors.

B. General Manager's Report – A written report was provided.

8. OLD BUSINESS: Discussion and Possible Action

A. Related to California Department of Public Health concerns and Governor Newsom's Executive Order enhancing State and local government's ability to respond to COVID-19 pandemic – General Manager

Information regarding the HPUD employee's work schedule and safety measures was given to the Board.

B. Information Only Heber Public Utility District FY 2020-2021 Budget Review – General Manager

The Budget was discussed and direction was given to staff.

9. CLOSED SESSION: ZOOM MEETING INSTRUCTIONS

A motion to go into Closed Session was made by Director Tabarez and seconded by Director Nolasco. Motion made at 7:31pm. Motion passed 5/0.

Roll Call
AYES: Cardenas, Garcia, Tabarez, Nolasco and Sandoval.
NOES: None
ABSENT: None

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.

10. CLOSED SESSION:

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

A motion to go back into Open Session was made by Director Tabarez, seconded by Director Nolasco. Motion was made at 7:54pm. Motion Passed 5/0. No reportable action. Director was given to staff.

11. ADJOURNMENT:

A motion to adjourn was made by Director Nolasco, seconded by Director Garcia. Motion passed 5/0.

Roll Call
AYES: Cardenas, Garcia, Tabarez, Nolasco and Sandoval.
NOES: None
ABSENT: None

Minutes were prepared by Laura Fischer, General Manager