

JOINT MEETING OF THE  
HEBER PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS  
AND THE  
HPUD CFD NO. 2005-1 BOARD  
1078 Dogwood Rd., Suite 104  
Heber, CA, 92249

Thursday, July 17, 2014 @ 6:00 p.m.

Minutes

<p><i>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.</i></p>
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**1. CALL TO ORDER:**

The meeting of the Board of Directors of the Heber Public Utility District was held at the District's meeting room and called to order at 6:10 pm by Director Garcia-Ruiz.

**2. ROLL CALL:**

Directors present at roll call: T. Sandoval, S. Escobedo and D. Garcia-Ruiz. Director E. Valdez-Belmonte arrived at 6:38 pm. President M. Lizarraga was absent. Also present were General Manager, Laura G. Fischer; Office Manager, Rafaela M. Sanchez; Finance Manager, Graciela Lopez and General Counsel, Steve Walker.

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Director Garcia-Ruiz.

**4. APPROVAL OF AGENDA:**

The Motion to Approve the Agenda as Presented was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: E. Valdez-Belmonte, M. Lizarraga

**5. PUBLIC PRESENTATIONS/COMMENT:**

*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.*

Mr. Rene Felix, Field Representative of Congressman Juan Vargas attended the meeting and introduced himself.

**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. Approval of Minutes for the regular meeting on June 19, 2014

B. Current Demands for June 2014

Motion to approve the Consent Agenda as presented was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: E. Valdez-Belmonte, M. Lizarraga

## 7. **REPORTS:**

- A. Operations Report for June 2014  
General Manager reported about the recent vandalism at the water plant.
- B. President and Director's Comments  
Director Garcia-Ruiz commented that the Proyecto Heber Car Show will be held sometime in October and asked if the alcohol ban can be lifted for that day.
- C. General Manager's Report  
Information was provided to the Board. The General Manager reported on her trip to North Lake Tahoe regarding the CSDA General Manager Leadership Summit.  
The General Manager also reported on the Heber Meadows Lot D Project. This project proposes to build 160 modular homes for retiring/disabled veterans and a Pre-Application meeting has been scheduled for July 24<sup>th</sup> at the County Planning. It was also reported that the Dog Days of Summer event was a total success with the slip and slide.  
The Special Meeting for July 19<sup>th</sup> was canceled and a Special Meeting in August will be scheduled to review the draft HPUD policies.  
The next free movie night is scheduled for Friday, August 22<sup>nd</sup>.

## 8. **NEW BUSINESS: Discussion and Possible Action**

Motion to add agenda item was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call.

AYES: T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: E. Valdez-Belmonte, M. Lizarraga

- AA. Discussion and Related Action to Lift the Ordinance that Bans Alcohol at Tito Park for the Proyecto Heber Car Show Event that Will be Held in 2014

Motion to Lift the Ordinance that Bans Alcohol at Tito Park for the Proyecto Heber Car Show Event that Will be Held in 2014 was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call.

AYES: T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: E. Valdez-Belmonte, M. Lizarraga

A. Discussion and Related Action Regarding Ongoing Repairs at the Wastewater Treatment Plant – General Manager

Motion to approve Expenditures and Modify the Budget in the Amount of \$40,000 for Ongoing Repairs at the Wastewater Treatment Plant and return these funds to savings later on was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call.

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

B. Discussion and Related Action Regarding Costs to Update the Website – General Manager

The Board authorized additional expenditures in the amount of \$6,900 to upgrade the website, purchase software and receive training so staff can edit the website as needed. This expenditure will not require a budget modification.

C. Vote for One Candidate to Represent HPUD on the California Special Districts Association Board of Directors – General Manager

Motion to Vote for Elaine Sullivan to Represent HPUD on the California Special Districts Association Board of Directors was made by Director Garcia-Ruiz, seconded by Director Sandoval.

Motion approved by Roll Call:

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

D. Discussion Related Action to Cancel the August 2014 meeting – General Manager

Motion to Cancel the August 2014 regular board meeting and schedule a special meeting on August 23<sup>rd</sup> at 9:00 am to review the draft HPUD policies was made by Director Valdez-Belmonte, seconded by Director Sandoval.

Motion approved by Roll Call:

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

**9. OLD BUSINESS:**

A. Discussion Related Action to Adopt the Five Year FY 2015-2020 Capital Improvement Project Budget – Finance Manager

Motion to Adopt the Five Year FY 2015-2020 Capital Improvement Project Budget was made by Director Valdez-Belmonte, seconded by Director Sandoval. Motion approved by Roll Call:

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

- B. Information Only Regarding Update on the First Supplemental Indenture at Heber Meadows – General Manager  
Information only and no action was taken.

**10. ANNOUNCEMENTS:**

- A. Board of Supervisors meets every Tuesday @ 8:30 am 940 W Main St., El Centro
- B. CRWA’s Academy of Water Education & National Rural Water Association Utility Management Certification Program – August 5-7 in Sacramento

**11. CLOSED SESSION:**

Motion to go into Closed Session at 7:36 pm was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

Government Code Section 54957. Employee Evaluation (General Manager)

The meeting was called back to Open Session at 8:17 pm.

Motion to Amend the Employment Agreement with Laura Fischer was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

**12. ADJOURNMENT:**

Motion to adjourn the meeting at 8:21 pm was made by Director Sandoval, seconded by Director Valdez-Belmonte.

Motion approved by Roll Call:

AYES: E. Valdez-Belmonte, T. Sandoval, S. Escobedo, D. Garcia-Ruiz

NOES: None

ABSENT: M. Lizarraga

*Minutes for the Regular Meeting for July 17, 2014 were prepared by Rafaela M. Sanchez – Office Manager*

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

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

Saturday, August 23, 2014 @ 9:00 a.m.

**SPECIAL MEETING MINUTES**

<p><i>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.</i></p>
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**1. CALL TO ORDER:**

The meeting of the Board of Directors of the Heber Public Utility District was held at the District's meeting room and called to order at 9:06 am.

**2. ROLL CALL:**

Directors present at roll call: Sergio Escobedo, Eduardo Valdez-Belmonte, Tony Sandoval and Margie Lizarraga. Also present were General Manager, Laura G. Fischer; Finance Manager, Graciela Lopez and General Counsel Steve Walker. Director Garcia-Ruiz arrived at 9:10 am.

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by President Margie Lizarraga.

**4. APPROVAL OF AGENDA:**

Approval of Agenda was made by Director Sandoval, seconded by Director Valdez-Belmonte.

Motion approved by Roll Call:

AYES: S. Escobedo, E. Valdez-Belmonte, T. Sandoval, M. Lizarraga

NOES: None

ABSENT: D. Garcia-Ruiz

**5. PUBLIC PRESENTATIONS/COMMENT:**

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No Public Presentations or Comments.

**6. REPORTS:**

**A. President and Director's Comments**

Director Garcia-Ruiz reported that the Proyecto Heber Car Show will be held on October 11, 2014 from 3pm to 10pm. She asked for support from the HPUD Board and that staff be allowed to assist with some planning activities. She received affirmative comments and was encouraged to proceed with the event.

B. General Manager's Report

The General Manager informed the Board that the newsletter will be mailed to our customers on September 1<sup>st</sup>. We will include information about water conservation. Director Valdez-Belmonte suggested we include ways to keep grass green with less water and to include our successes in our newsletter.

**7. NEW BUSINESS: Discussion and Possible Action**

A. Discussion and Related Action to Approve Job Description for Parks Maintenance Worker – General Manager

Motion to approve to approve the job description for parks maintenance worker was made by Director Sandoval, seconded by Director Valdez-Belmonte.  
Motion approved by Roll Call:

AYES: S. Escobedo, E. Valdez-Belmonte, T. Sandoval, D. Garcia-Ruiz, M. Lizarraga  
NOES: None  
ABSENT: None

B. Discussion and Related Action to Adopt Resolution Number 2014-8 Regarding State Mandated Water Conservation Measures – General Manager

Motion to approve adopt Resolution Number 2014-8 regarding State mandated water conservation measures was made by Director Garcia-Ruiz, seconded by Director Valdez-Belmonte.  
Motion approved by Roll Call:

AYES: S. Escobedo, E. Valdez-Belmonte, T. Sandoval, D. Garcia-Ruiz, M. Lizarraga  
NOES: None  
ABSENT: None

**8. OLD BUSINESS: Discussion and Possible Action**

A. Review Draft HPUD Policies – General Manager

The General Manager and the Board reviewed the draft HPUD policies. After much discussion it was decided to schedule another meeting to finish the review process. The Board decided to schedule the next meeting on Thursday, September 4, 2014 at 6:00 p.m. at the HPUD regular meeting room.

**9. ADJOURNMENT:**

Motion to adjourn the meeting at 12:25 pm was made by Director Valdez-Belmonte, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: S. Escobedo, E. Valdez-Belmonte, T. Sandoval, D. Garcia-Ruiz, M. Lizarraga

NOES: None

ABSENT: None

*Minutes for the Regular Meeting for August 23, 2014 were prepared by Laura Fischer, General Manager*

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

Thursday, September 4, 2014 at 6:00 pm.

**SPECIAL MEETING MINUTES**

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**1. CALL TO ORDER:**

The meeting of the Board of Directors of the Heber Public Utility District was held at the District's meeting room and called to order at 6:08 p.m.

**2. ROLL CALL:**

Directors present at roll call: Sergio Escobedo, Eduardo Valdez-Belmonte, Tony Sandoval, Diahna Garcia-Ruiz, and Margie Lizarraga. Also present were General Manager, Laura G. Fischer, and General Counsel Steve Walker.

**3. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by President Margie Lizarraga.

**4. APPROVAL OF AGENDA:**

A motion was made to approve the Agenda, and was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: S. Escobedo, E. Valdez-Belmonte, T. Sandoval, D. Garcia-Ruiz, M. Lizarraga

NOES: None

ABSENT:

**5. PUBLIC PRESENTATIONS/COMMENT:**

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No Public Presentations or Comments.

**6. REPORTS:**

**A. President and Director's Comments**

Director Garcia-Ruiz reported that the Proyecto Heber Car Show will be held on October 11, 2014. Director Escobedo asked questions about the event, which were answered by Director Garcia-Ruiz.

Director Escobedo wants to propose some new lights at Tito Park so that the soccer fields have enough light for night games. He will bring in the information to the office for the General Manager to review.

B. General Manager's Report

The General Manager reported that the County Board of Supervisors made a decision to assist HPUD fix the problem with the retention basin at Correll Estates and that they committed \$50,000.

**7. OLD BUSINESS: Discussion and Possible Action**

A. Review Draft HPUD Policies – General Manager

The General Manager and the Board reviewed the draft HPUD policies. After much discussion it was decided to continue the review process at the next regularly scheduled Board Meeting on September 18, 2014.

**8. ADJOURNMENT:**

Motion to adjourn the meeting at 8:00 pm was made by Director Sandoval, seconded by Director Escobedo.

Motion approved by Roll Call:

AYES: S. Escobedo, E. Valdez-Belmonte, T. Sandoval, D. Garcia-Ruiz, M. Lizarraga

NOES: None

ABSENT: None

*Minutes for the Regular Meeting for September 4th were prepared by Laura Fischer, General Manager*

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