

**HEBER PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS**

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

**Thursday, September 16, 2021, at 6:00 p.m.**

**MINUTES**

**Members of the public may attend this meeting in person or via the application Zoom.**

**THIS MEETING WILL BE HELD IN PERSON, AND 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 Code Section 5485950, et Seq.), and the Federal Americans with Disabilities Act.**

**THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY ATTEND THE BOARD MEETING IN PERSON OR VIA THE APPLICATION, ZOOM UNTIL FURTHER NOTICE. YOU MAY ALSO CALL INTO THE MEETING, FOR AUDIO ONLY PARTICIPATION, BY CALLING (760) 336-1572.**

**ZOOM MEETING INFORMATION:**

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

**MEETING ID: 796-978-5637**

**CALL IN PHONE NUMBER: (760) 336-1572**

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 was called to order at 6:20pm by President Tabarez
- 2. ROLL CALL:**  
Present at the meeting were: Director Cardenas, Director Garcia, Director Diaz-Molina, and President Tabarez. Director Ssandoval arrived at 6:50pm.
- 3. PLEDGE OF ALLEGIANCE:**  
Lead by President Tabarez
- 4. APPROVAL OF AGENDA:**  
A motion to approve the agenda was made by Director Cardenas and seconded by Director Garcia.

Motion Passed with a vote of 4-0 with one absent.

Ayes: Cardenas, Garcia, Diaz-Molina, Tabarez

Noes: None  
Absent: Sandoval

**5. PUBLIC COMMENTS:**

Request to Speak was submitted by:  
Ms. Maria Equihua  
32 West Hawk, Heber, CA

Ms. Equihua spoke with a District staff translating from Spanish.  
She is requesting the Board waive past due water usage charges.

The Board directed staff to provide Ms. Equihua with a Claim for Damages Form and to provide a formal letter with dollar amount and specifics of her claim.

No other public comments.

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 July 15, 2021, and of the Special Meeting on July 22, 2021.
- B. Approve Current Demands for July and August 2021.
- C. Approve and Accept the 2020 Watershed Sanitary Survey Final Report.
- D. Approve the submittal of Application for Per Capita Grant Funds toward Children's Park Project.
- E. Authorize the General Manager to execute the Notice of Completion for the Heber Recreation Center.

A motion to approve the Consent Agenda was made by Director Cardenas, and seconded by Director Diaz-Molina.

Motion carried with a vote of 4-0 with one absent.

Ayes: Cardenas, Garcia, Diaz-Molina, Tabarez  
Noes: None

Absent: Sandoval

**7. REPORTS:**

- A. President and Director's Comments  
None
- B. Operations Report for July and August 2021  
No additional information was provided.
- C. General Manager's Report  
No additional information was provided.
- D. COVID Relief Funding  
No additional information was provided.
- E. Recreation Programs  
No additional information was provided.
- F. Children's Park Improvement Project Update  
No additional information was provided.
- G. Grants Report  
No additional information was provided.

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

- A. Authorize The Holt Group to update the Heber Public Utility District's Emergency Response Plan and modify the Water Fund budget to include additional expense. – General Manager  
  
A motion to authorize The Holt Group to update the HPUD Emergency Response Plan and modify the Water Fund budget to include additional expenses was made by Director Cardenas and seconded by Director Garcia.  
  
Motion carried with a vote of 4-0 with one absent.  
  
Ayes: Cardenas, Garcia, Diaz-Molina, Tabarez  
Noes: None  
  
Absent: Sandoval
- B. Authorize the General Manager to execute a contract with Granicus Communications Subscription - General Manager  
  
A motion to authorize the General Manager to execute a contract with Granicus Communications was made by Director Cardenas and seconded by Director Diaz-Molina.  
  
Motion carried with a vote of 4-0 with one absent.  
  
Ayes: Cardenas, Garcia, Diaz-Molina, Tabarez  
Noes: None  
  
Absent: Sandoval

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

- A. Update regarding Special Districts seat on LAFCO Board and the associated annual cost – General Manager

IID Director Hamby attended the meeting and spoke in support of this item.

A motion to direct staff to accept the most recent offer from IID to pay for 92.5% of the 1/3 of the total LAFCO budget and to continue to negotiate with other Special Districts was made by Director Cardenas, seconded by Director Garcia.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

- B. Authorize the submittal of a Request for Proposal for a full size diesel truck for the parks department – General Manager

A motion to authorize staff to submit a RFP for a full size diesel truck was made by Director Cardenas, seconded by Director Garcia.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

- C. Adopt Resolution 2021-09 to authorize the submittal of a grant application to the USDA Rural Development Community Facilities Program for improvements to the Heber Recreation Center to construct a patio and shade structure. – General Manager

A motion to authorize staff to submit grant application to the USDA Rural Development Program was made by Director Sandoval, seconded by Director Cardenas.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

- D. Adopt Resolution 2021-10 to authorize the submittal of a grant application to the USDA Rural Development Community Facilities Program for improvements to the Heber Recreation Center to purchase furniture and equipment. – General Manager

A motion to authorize staff to submit grant application to the USDA Rural Development Program was made by Director Diaz-Molina, seconded by Director Cardenas.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

- E. Adopt Resolution 2021-11 to authorize the submittal of a grant application to the USDA Rural Development Community Facilities Program for improvements to the Heber Recreation Center to resurface the parking lot. – General Manager

A motion to authorize staff to submit grant application to the USDA Rural Development Program was made by Director Diaz-Molina, seconded by Director Cardenas.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

- F. Approve the Heber Fall Fiesta Schedule of Activities and Budget and Waive Ordinance 222 to allow for the sale of alcohol for one day– General Manager

A motion to authorize modify the Fall Fiesta Schedule of Activities to remove the maze was made by Director Cardenas, seconded by Director Diaz-Molina.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

**10. ANNOUNCEMENTS:**

- A. Board of Supervisors meets every Tuesday. You can listen and watch the proceedings <https://imperialcounty.org/bosagendas>.

- B. CSDA newsletter [www.csda.net](http://www.csda.net)

**11. CLOSED SESSION:**

A motion to move into Closed Session was made by Director Cardenas, seconded by Director Diaz-Molina.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, 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, participants joining Closed Session will exit the public meeting and join the private Closed Session meeting.
- Once Closed Session is complete, participants will leave the private zoom meeting and re-join the public and adjournment.

A. Conference with Legal Counsel – Anticipated Litigation (Government Code Section §54956.9(d)(2).): 1 matter

B. Employee Negotiations – (Government Code Section §54957.6) Natural Resources Technical Association.

The Board came out of Closed Session at 9:04.

A motion was made by Director Garcia, seconded by Director Cardenas.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

The Counsel for the District reported that there was no reportable action taken during Closed Session.

**12. ADJOURNMENT:**

A motion to adjourn was made by Director Cardenas, seconded by Director Garcia.

Motion carried with a vote of 5-0.

Ayes: Cardenas, Garcia, Tabarez, Diaz-Molina, Sandoval

Noes: None

Absent: None

The minutes for the Heber Public Utility District were prepared by Laura Fischer, General Manager.  
Heber Public Utility District is an equal opportunity provider and employer.

